**REGULAR MEETING**

**CAERNARVON TOWNSHIP SUPERVISORS**

**AGENDA**

**AUGUST 7, 2023**

**PLEDGE OF ALLEGIANCE**

**INVOCATION –**

**EXECUTIVE SESSION** - July 5, 2023 for possible litigation

 July 18, personnel

**MINUTES –** July 3, 2023 and July 17, 2023

**ADDITIONAL AGENDA ITEMS**

**VISITORS –** Susan Burke, ELANCO Library

 Karen Gorgonzola, Honey Brook Library

 Dave Zimmerman, PA State Representative

**REPORTS:**

* **Roadmaster** – Terry Martin

Survey at Old School property

Maxwell Hill Road Bridge

Painting at HPF

Window Repair

* **Treasurer** – Kathy Norris – Request to pay bills and approve Treasurer’s report for $91,665.73

From June 30, 2023 to August 3, 2023 from the General Fund,

* **Subdivision & Land Development**
* **Zoning Hearing Board**

Case No. 23-48. The applicant, David Esh, is requesting a Special Exception per §802 of the Township Zoning Ordinance to continue the operation of a Short-Term Rental Property at 2681 Valley View Road located in the OS/C Open Space/Conservation Zoning District in accordance with Ordinance No. 124, enacted January 16, 2023.

PC members had no concerns/comments

Case No 23-49. The applicant, Mt. Culmen Cottage LLC, is requesting a Special Exception per §802 of the Township Zoning Ordinance to continue the operation of a Short-Term Rental Property at 1862 Turkey Hill Road located in the R-1 Residential Zoning District in accordance with Ordinance No. 124, enacted January 16, 2023. The owner is also requesting a Dimensional Variance of §2104.HHH (1) to have a maximum occupancy of more than 2 guests per bedroom.

Patrick Deibler, representative for John Zimmerman answered questions from the PC members. The septic system is in good working condition, private driveway, privacy fence and no complaints from neighbors. This STR is self-managed, has a lot of repeat business and John lives within 5 minutes of the property. The members were impressed with the detailed and informative STR application packet.

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 **Board of Supervisors’ Agenda**

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Case No 23-50. The applicant, Elvin King, is requesting a Special Exception per §802 of the Township Zoning Ordinance to initiate the operation of a Short-Term Rental Property at 1929 Barnett Street located in the OS/C Open Space/Conservation Zoning District in accordance with Ordinance No. 124, enacted January 16, 2023.

Elvin King was not present at the meeting; the members would have liked to ask questions to clarify a few things: \*Is this his primary residence

 \*How many family members reside at the residence

 \*Square footage of house

 \*What part of the house is being used for the STR

 \*Are there any rules/regulations for having a STR in a residential development

* **Engineer** – Vision Engineering, report submitted.

Knobby Hill Change Order # 6 (paving costs).

Consider approval of Knobby Hill Change Order # 7 (Basin Discharge Swale).

Traffic Signal Maintenance responsibilities discussion.

Narvon Road discharge pipe discussion (further violation notices?)

Consider release of the balance of escrow for John Wright, 1049 Logan Lane

* **SEO** – Vision Engineering, report submitted.

Consider granting a “temporary” permit for a holding tank to abate an existing malfunctioning sewage system at 6389 Division Highway

* **CCSWA** – Bob Watts

Combined Meeting Minutes – May 25, 2023

Combined Meeting Minutes – June 29, 2023

ARM Group, LLC – Notice of Landfill Permit Renewal Application

* **Host Municipal Inspector –** Sharon Krock, June 2023 report submitted
* **Planning Commission** – Wanda Good, July 24, 2023 draft meeting minutes submitted
* **Agricultural Advisory Committee** – Bob Lauffer, report submitted

Paula Shirk – LFT Preserved Farm – subdivide 6.9 acres (landlocked property)

Consider **Resolution #2023080701**, entry into a TDR transaction, Leonard S & Arlene W Newswanger, 370 California Road, Morgantown

* **Poole Forge –** Dawn Ekdahl, report submitted.

HPF Meeting Minutes – June 20, 2023

HPF Director’s Report – June 20, 2023

 Profit and Loss – not submitted

 Treasurer’s Check Register – not submitted

* **Caernarvon Historical Society –** Yvonne Styer, no report submitted.
* **Emergency Management Coordinator –** No report submitted.

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* **Zoning Officer – Robin Royer,** no report submitted.

 2846 Main Street – The new owner of the Chinese/Japanese Restaurant at Clock Tower Plaza

 was informed that he was responsible for obtaining permits for the signage replacement on the

 structure. This signage has been replaced and neither zoning nor building permits have been

 issued. Does the Township want to pursue this matter with a Notice of Violation.

* **UNFINISHED BUSINESS**
* **CONSIDERATION OF ADDITIONAL AGENDA ITEMS**
* **NEW BUSINESS**

Confirm Churchtown United Methodist Church can use the elementary school park grounds for a chicken barbeque to be held on September 9th. Documents for insurance coverage would be provided**.**

Brian Gish, Pennsylvania Office of the Chesapeake Bay Foundation, Upper Conestoga River Watershed Restoration Plan

Permission for Ragnar Relay to pass through Caernarvon Township around 1:00 am – 6:00 am on Saturday, October 14th.

**INFORMATIONAL ITEMS**

DEP – Dunkin Donuts Approval Letter

Lancaster County Youth Aid Panel – Volunteers needed

LCCD – Douglas & Lavonda Hoover

MRM Property & Liability Trust – Dividend Report

**CORRESPONDENCE**

EHBEMS July 2023 Report

ELANCO Library Update – August 2023

PSATS News Bulletin – July 2023

**PUBLIC COMMENT**

Public Meeting to discuss Adoption of the Property Maintenance Code Ordinance scheduled for August 22, 2023 at 6:00 pm

September BOS Meeting scheduled for September 5, 2023 at 7:00 pm