**REGULAR MEETING**

**CAERNARVON TOWNSHIP SUPERVISORS**

**AGENDA**

**May 12, 2025**

**INVOCATION –**

**PLEDGE OF ALLEGIANCE**

**MINUTES –** Consider -approving draft meeting minutes from April 7, 2025

**EXECUTIVE SESSION**  Held April 10, 2025 and April 15, 2025 to review personnel items

**ADDITIONAL AGENDA ITEMS-**

**VISITORS –** Susan Burke, ELANCO Library

**REPORTS:**

**Roadmaster** – Terry Martin

* Consider Advanced warning traffic signs for Caernarvon Fire Company for $1,168.80

**Treasurer** – Kelly Spica – Request to pay bills and approve Treasurer’s report for $181,207.75 from the General Fund from April 4, 2025 through May 8, 2025

* **Subdivision & Land Development**

**PLANNING ITEMS**:

1. **1856 Agape Court Subdivision Plan - Hahn**.
	1. Consider Modification requests
		1. §8.2.5.E. Lot Access.
		2. §8.4.1.B. Lot Frontage.
		3. §8.6.2. & 8.6.4. New Monuments.
	2. Consider Conditional Final Plan Approval (VEI letter dated 3/28/25).
* **Zoning Hearing Board** –

**Case No. 25-18** The applicant, Derek Leaman, received Zoning Hearing Board approval to erect a 2,400sf addition to an existing accessory structure on the 7.7-acre lot located at 1062 Narvon Road in the AG Agricultural Zoning District. He is requesting an additional Dimensional Variance to enlarge the approved footprint by 120 sf to 2,520 sf. The property owner is Linda Leaman.

 Derek Leaman explained that he needs an additional 120 Sq. Ft. to the Plans that had previously been approved. Due to some miscalculations on the 1st plans submitted there was not enough room to accommodate the larger garage doors that he wanted to install to accommodate his bus and camper, without the additional 2 ft.. He also wanted to clear up a misunderstanding about the 192 Sq. Ft. shed that is currently on the property, will remain on the property after construction.

Vice Chairman Mervin Stoltzfus recommended the approval of the additional 120 Sq. Ft. as well as to leave the 192 Sq. Ft. shed on the property, Lewis Leid seconded the motion, with all voting in favor.

**Case No. 25-17**. Neighborhood Bakery & Coffee LLC, is requesting a Special Exception to operate a Drive-Through Restaurant in the existing structure located in the HCLI Highway Commercial/Light Industrial Zoning District. They are also requesting a Dimensional Variance to be located within 200 feet of a residential structure.

The permits for the driveway have been approved. The Planning Commission is unanimously in favor of allowing the change of use for Neighborhood Bakery & Coffee LLC

Letter of support from Township Supervisors

* **Engineer** – Vision Engineering, Report submitted

**180 Glick Rd. Stormwater Plan** (Allgyer)

* 1. Consider Conditional Plan approval (VEI letter dated 5/2/25).
	2. Consider Resolution #2025051201 (establishing escrow of: **$ 32,807.84)**
	3. Consider Morgantown Traffic Signal Agreement-conditionally approved/reviewed
* **SEO** – Vision Engineering, Report Submitted
1. **1856 Agape Court - HAHN**. Consider Resolution #2025051202 (amending the Township’s ACT 537 Plan – **Sewage Facilities Planning Module**) for the single lot subdivision (2.8 Acres (new) w/3.8 acres (remaining)).
* **CCSWA** – Bob Watts, Meeting minutes from March 27 2025

* **Host Municipal Inspector –** Sharon Krock March 2025 report submitted.
* **Planning Commission** – Julie Ammons, minutes submitted April 2025
* **Agricultural Advisory Committee** – Bob Lauffer April 15 2025 minutes submitted.

Next meeting June 17, 2025

* **Poole Forge –** Dawn Ekdahl and Ruth Feister

HPF Balance sheet as of April 15 2025

HPF Meeting Minutes February 2025

HPF Meeting Minutes March 2025

HPF Paymaster Report for March 2025

* **Caernarvon Historical Society –** Yvonne Styer
* **Caernarvon Elementary School Property Committee** – N/A
* **Emergency Management Coordinator** – Joe Kennedy
* **Zoning Officer – Robin Royer** – Report submitted May 5 2025
* **UNFINISHED BUSINESS**
* **CONSIDERATION OF ADDITIONAL AGENDA ITEMS**
* **NEW BUSINESS**

Consider approval of hand book update

**INFORMATIONAL ITEMS**

**CORRESPONDENCE**

Advanced warning signs CFC

Appel Yost Letter regarding Morgantown traffic signal agreement

ARM Group letters

CCSWA Minutes March 27, 2025

EHBEMS April 2025 Monthly report

ELANCO Library Update May 2025

LCP receipt plan for Anthony Newswanger

LCP receipt plan for Benuel Smucker

Morgantown Traffic Signal Agreement

Neighborhood Bakery and Coffee LLC applications

Neighborhood Bakery and Coffee LLC support letter

**PUBLIC COMMENT**

Next BOS Meeting – Monday, June 2, 2025