

LANCASTER TOWNSHIP BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
February 5, 2018

The Lancaster Township Board of Supervisors meeting was called to order by Chairman Plesniak at 6:03pm. Those in attendance were Chairman Plesniak, Supervisor Kristopher Kniess, Supervisor Dennis Kerr, Secretary-Treasurer, Chrissy Senft, Township Manager/Zoning Officer, Ben Kramer, Solicitor Chris Reese and Township Engineer Tom Thompson.

NEW BUSINESS

A motion was made to terminate contract between Middle Department Inspection Agency and Lancaster Township for all UCC related inspections and processes by Supervisor Kerr. Motion was seconded by Supervisor Kniess and passed a majority vote. VOTE: Kerr, Kniess, Plesniak

A motion was made to approve contract between National Code Inspection Agency and Lancaster Township for the administration of all UCC related inspections, plan review, and processes by Supervisor Kniess. Motion was seconded by Supervisor Kerr and passed by a majority vote. VOTE: Kniess, Kerr, Plesniak

A motion was made to approve advertisement of proposed **Ordinance 108**, an Ordinance of Lancaster Township, establishing a Volunteer Emergency Service EIT tax credit program for the Harmony Fire District and establish administrative procedures and appeals by Supervisor Kniess. Motion was seconded by Supervisor Kerr and passed by a majority vote. VOTE: Kniess, Kerr, Plesniak

A motion was made to approve **Resolution 2018-2-1** to establish the criteria for the Lancaster Township Volunteer Service of the Harmony Fire District EIT tax credit program by Supervisor Kniess. Motion was seconded by Supervisor Kerr and passed by a majority vote. VOTE: Kniess, Kerr, Plesniak

A motion was by Supervisor Kniess to amend **Resolution 2018-1-6**, the Lancaster Township Fee Schedule. All issued building permits requiring UCC inspections shall cost 20% of the inspection fee, plus the current fee of \$100.00 beginning with all applications processed by NCIA. This overall cost includes the Butler County building permit and the Lancaster Township zoning permit. Motion was seconded by Supervisor Kerr and passed by a majority vote. VOTE: Kniess, Kerr, Plesniak

SUBDIVISIONS AND LAND DEVELOPMENTS

1. Discussion on criteria for use and specified conditions to be established on the development of Arden Woods.
 - a. A wide ranging discussion was had between the Township Supervisors, Engineer, and staff. Major concerns that were identified was minimizing the impact to the existing neighbors through various plantings, buffer zones, and providing easements for access to public infrastructure. The Supervisors reviewed the proposed number of dwellings and confirmed that the density was well within scope, but, is not to exceed 1.77 units/ac. A 20' setback was to be included around the entire perimeter of the community and within that setback a 20' easement was to be dedicated for future access to public infrastructure adjacent to the existing homes on Saltworks Road near the northwest cul-de-sac. The Supervisors discussed snow removal concerns and identified that they wanted to include in the conditions that a 20' easement be granted around the perimeter of all roadways. This is to be recorded on the plan for each phase. The Supervisors clarified that the developer suggested including sidewalks on both sides of the streets, with the exception of Arden Drive. It is expected that the developer or HOA would own the sidewalks and would not be a maintenance responsibility of the Township. A brief discussion was held on the phasing of the roadways and when they will be dedicated. The Supervisors discussed possibly taking over the roadways in phases, once 90% of a phase was achieved. With respect to Arden Drive, there was discussion on taking over Arden Drive immediately after construction and posting of a maintenance bond. It was identified that this could be handled outside of the decision and at time of the first phase development plan. Lastly there was discussion on ensuring that no street lighting or post lights were the responsibility of the Township. This is to be included in the amended list of conditions.
2. Discussion and approval of modifications to the proposed developer's agreement for Phase III of Scenic Ridge.
 - a. Widen existing Salt Works road beyond the gas well access road to site property line (Spring Ln) to meet current township standards for road width as measured from the centerline of road to edge of pavement to the site side only, utilizing the provided construction detail. Work shall be completed no later than December 31, 2021.

- b. In the alternative, Scenic Ridge will pay \$650 with each building permit to the township so that township may pool funds and complete the work on their own. If payment option is selected, all payments totaling \$41,600 shall be paid to the township by December 31, 2021. A motion was made by Chairman Plesniak to relieve Weaver Master Builders of the identified Salt Works Road improvements for consideration of \$650.00 per building permit to be used for the transportation improvement project at a later date by the Township. Seconded by Supervisor Kniess and passed by a majority vote. VOTE: Plesniak, Kniess, Kerr

EXECUTIVE SESSION

ADJOURNMENT A motion by Chairman Plesniak to adjourn at 7:30 was seconded by Supervisor Kniess.

DRAFT