

**WASHINGTON TOWNSHIP PLANNING COMMISSION  
REORGANIZATION MINUTES  
JANUARY 5, 2017**

**CALL TO ORDER**

Elaine Pennington called the reorganization meeting of the Planning Commission to order at 7:02 p.m. on Thursday, January 5, 2017, at the Washington Township Municipal Building.

**TEMPORARY OFFICERS**

**TEMPORARY CHAIRPERSON**

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer to appoint Elaine Pennington as temporary Chairperson in order to receive nominations for the position of Chairperson of the Planning Commission for 2017. **No comments received.**

**All ayes**

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer appointing Susan Brown as temporary Secretary to record nominations for Chairperson and Vice-Chairperson of the Planning Commission. **No comments received.**

**All ayes**

**NOMINATIONS FOR CHAIRPERSON**

A motion was made by Daniel Stauffer and seconded by Elaine Pennington to nominate Carl Schaeffer as Chairperson of the Planning Commission for 2017. **No comments received.**

**All ayes**

A motion was made by Carl Schaeffer and seconded by Elaine Pennington to close the nominations for Chairperson. **No comments received.**

**All ayes**

**CARL SCHAEFFER DECLARED CHAIRPERSON OF THE  
PLANNING COMMISSION FOR 2017.**

**NOMINATIONS FOR VICE-CHAIRPERSON**

A motion was made by Daniel Stauffer and seconded by Jennifer Cunningham nominating Elaine Pennington for Vice-Chairperson. **No comments received.**

**All ayes**

A motion was made by Carl Schaeffer and seconded by Jennifer Cunningham to close the nominations for Vice-Chairperson. **No comments received.**

**All ayes**

**ELAINE PENNINGTON IS DECLARED VICE-CHAIRPERSON OF THE PLANNING COMMISSION FOR 2017.**

**PLANNING COMMISSION RULES AND REGULATIONS**

A motion was made by Jennifer Cunningham and seconded by Elaine Pennington re-adopting the Washington Township Planning Commission Rules and Regulations. **No comments received.**

**All ayes**

**MINUTES ARE OFFICIAL REPORT FROM THE PLANNING COMMISSION TO THE BOARD OF SUPERVISORS**

A motion was made by Frank Gehringer and seconded by Jennifer Cunningham re-affirming that the Planning Commission Minutes are the official report from the Planning Commission to the Board of Supervisors. **No comments received.**

**All ayes**

**REGULAR MEETING NOW CONVENES**

**ROLL CALL**

The following members were present: Elaine Pennington, Carl Schaeffer, Frank Gehringer, Jennifer Cunningham, Daniel Stauffer, Secretary, Susan J. Brown; Joan London, Kozloff Stoudt, John Weber, LTL Consultants and one (1) members of the public were in attendance.

Absent: Mark Bedle, Craig Morder

**TAPING OF MEETING**

The meeting was recorded as an aid in the preparation of the Minutes. It was noted no one other than the Planning Commission Secretary was taping the meeting this evening.

**APPROVAL OF MINUTES OF NOVEMBER 3, 2016**

A motion was made by Daniel Stauffer and seconded by Frank Gehringer to approve the Minutes, as prepared for the November 3, 2016 meeting of the Planning Commission.

**No comments received.**

**All ayes**

**SPECIAL REQUEST**

None

**NEW SUBMITTAL**

None

**SUBDIVISION REVIEW**

**Weller-Guest Lot Line Adjustment/Minor Plan** – submitted October 4, 2016. Mr. John Aston was present this evening to discuss and/or answer any questions. Mr. Aston noted the shed has been moved as requested by Engineer Weber. There are a few technical matters as outlined in the December 8, 2016 LTL Review letter which need to be addressed. Mr. Aston has indicated they will address these matters and asked for the Planning Commission’s recommendation for approval.

A motion was made by Daniel Stauffer and seconded by Jennifer Cunningham recommending approval of the Weller-Guest Minor Plan for lot line adjustment subject to the completion of revisions recommended in the December 8, 2016 LTL Review Letter.

**No comments received.**

**All ayes**

**SUBDIVISION EXTENSIONS**

A motion was made by Elaine Pennington and seconded by Frank Gehringer recommending approval of the following Subdivision Extension:

**Weller-Guest            02/01/17 to 05/02/17**

**No comments received.**

**All ayes**

**ADDITIONAL ITEMS**

**COMMUNICATIONS**

- A copy of the November Board of Supervisors meeting minutes
- Copy of letter to BOS recommending status review of the West Tract

**ANNOUNCEMENTS**

The next Planning Commission meeting is scheduled for February 2, 2017 at 7:00 p.m.

**ADJOURNMENT**

A motion was made by Frank Gehringer and seconded by Daniel Stauffer to adjourn the meeting at 7:17 p.m.

**All ayes**

Respectfully submitted,

Susan J. Brown  
Planning Commission Secretary