

RAPHO TOWNSHIP
PLANNING COMMISSION MINUTES
August 4, 2025 at 7:00PM

The meeting was called to order at 7:00 p.m. by Chairman Jay Gainer. Also present were Commission members Carrol Ehrhart, Dennis Shellenberger and Bryan Balmer. Randall Wenger, Township Manager and Melissa Kelly from RETTEW, applicants and their representatives were also present.

APPROVAL OF JULY 7, 2025 MEETING MINUTES *Carrol Ehrhart made a motion to approve the July 7, 2025 meeting minutes, Dennis Shellenberger seconded. All voted in favor.*

BRIEFING ITEM:

Hills of Jamesfield Manor
3496 Meadow View Road
Revised Final Subdivision Plan and Modification RT# 25-481
Harbor Engineering

Melisa Kelly briefed the Commission. James Keener is proposing to re-organize lot lines for Lots 1,5,6, and the remaining farm. The attached plan shows the re-configured lot lines, all of which will continue to comply with the minimum lot size requirements established with the original plan. In 2022, the plan was revised to document the merger of a 3-acre parcel from Meadow View Road with the farm property (3646 Meadow View Road). This plan further clarifies that the development right associated with that parcel is assigned to 3646 Meadow View Road. Finally, the floodplain easement that was shown on the previous plan has been removed and the FEMA 100-year floodplain has been added.

The road and common stormwater infrastructure have been installed. All of the properties and lots involved with this plan are within the Agricultural Zoning District. Sewage Planning for the lots was approved with the original plan, and no new lots are being created.

Three (3) modifications of the Rapho Township Subdivision and Land Development Ordinance are being requested. Section 403.1.A – Drafting Standards, Section 403.3.A – Existing Contours, Section 403.3.C – Existing Features within the Subject Tract.

Carrol Ehrhart made a motion to advance the Hills of Jamesfield Manor Final Subdivision Plan and Modifications, RT# 25-481, to an action item, Dennis Shellenberger seconded. All voted in favor.

ACTION ITEM: Consider RT#25-481 as an action item or defer action to a future meeting.

Carrol Ehrhart made a motion to recommend approval of the Hills of Jamesfield Manor Final Subdivision Plan and Modifications, RT# 25-481, subject to the applicant addressing the comments in the RETTEW letter dated July 10, 2025. Dennis Shellenberger seconded the motion. All voted in favor.

ACTION ITEM:

Colebrook Ridge School
790 Hossler Road
Final Plan and Modification RT#25-470

D.C. Gohn (This Plan received Conditional Approval from the BOS on April 17, 2025, but are seeking three additional Modifications.)

Melissa Kelly briefed the Commission. The proposed improvements are located along Hossler Road and the property is located entirely in the Agricultural Zoning District. The client is proposing a one-room Amish school, stone access drive, on lot sewer, stormwater facilities, and other site improvements. Stormwater will be managed by two underground stone beds. The total site disturbance is 0.68 acres. Applicant is seeking the following modifications: Subdivision and Land Development Ordinance 1. Section 295-305 – Preliminary Plan Application, 2. Section 295-408.D – Wetland Study. Stormwater Management Ordinance 1. Section 286-28.D – Pipe Size, 2. Section 286-28.K – Junction Structures. **NEW MODIFICATION REQUESTS: Section 310-513.A. Improved Surfaces, Section 295-602.E.5 Improvement of existing streets, Section 295-603 Access Drive Construction, 295-603.A.5, 295-602.J.4.b. - Clear Sight Triangle.**

Carrol Ehrhart made a motion to recommend approval of the Colebrook Ridge School Final Subdivision Plan and Modifications, RT# 25-470, subject to addressing the comments in the RETTEW letter dated July 9, 2025 and revised July 30, 2025. Bryan Balmer seconded the motion. All voted in favor.

BRIEFING ITEM:

Rapho Township
1404 Kinderhook Road
Subdivision and Modification
RETTEW

Melissa Kelly briefed the Commission. Rapho Township is seeking a subdivision of 1404 Kinderhook Road, Columbia from the parent parcel and is seeking a waiver of Section 295-306 – Final Plan Processing

Carrol Ehrhart made a motion to advance the Rapho Township, 1404 Kinderhook Road Final Subdivision Plan and Modification, to an action item, Dennis Shellenberger seconded the motion. All voted in favor.

ACTION ITEM: Consider Rapho Township subdivision and waiver as an action item or defer action to a future meeting.

Carrol Ehrhart made a motion to recommend approval of the Rapho Township, 1404 Kinderhook Road Final Subdivision Plan and Modification, Consistent with the RETTEW letter dated July 31, 2025, to an action item, Bryan Balmer seconded the motion. All voted in favor.

Zoning Amendment Petition

Melissa Kelly briefed the Commission on the zoning amendment petition to rezone 24 Garden Lane from Agricultural to Industrial. Chris and Stacy Neiles explained their plans for the property.

Carrol Ehrhart made a motion to recommend rezoning the property based upon the application and applicant's testimony, and RETTEW's letter dated July 9, 2025. Bryan Balmer seconded the motion. All voted in favor.

ADJOURN

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Dennis Shellenberger, Secretary