

EAST LAMPETER TOWNSHIP  
PLANNING COMMISSION MINUTES  
2250 Old Philadelphia Pike, Lancaster, PA 17602

March 11, 2025

The regular meeting of the East Lampeter Township Planning Commission was held on Tuesday, March 11, 2025 at the East Lampeter Township Office, 2250 Old Philadelphia Pike, Lancaster. A statement of recorded meetings was played for all in attendance. Chairman Randy Patterson called the meeting to order at 7:00 pm followed by the Pledge of Allegiance. Other members present in the meeting room were Mr. Jansen Herr, Mr. Jason Dagen, Ms. Sarah Rider and Mr. Jonathan Thompson. Township Staff present included Mr. Ralph Hutchison, Township Manager; Ms. Tara Hitchens, Assistant Township Manager; and Leigh Obetz, Administrative Assistant.

Public Present in Public Meeting Room:

None

Public Present via ZOOM:

None

Minutes:

The minutes of the February 11, 2025, Planning Commission meeting were reviewed and no changes were made. Mr. Jansen Herr made a motion to approve, and Ms. Sarah Rider seconded. The motion carried unanimously by voice vote.

Old Business:

None

New Business:

- a. Fed Ex 1851 Colonial Village Lane Waiver of Land Development #2025-04

Ms. Hitchens indicated that the Waiver of Land Development for the Fed Ex located at 1851 Colonial Village Lane is to place a trailer with two overhead doors, to be used as a loading area/unloading for the trucks that pick up from this site. This would change some parking on the site, and would change the route in which the trucks come onto the site and back into the loading area. This would also change some of the parking spaces. Ms. Hitchens recommended approval of the Waiver of Land Development with the condition that a Stormwater Management Plan must be submitted within 60 days. Mr. Randy Patterson asked if they are adding additional parking, and Ms. Hitchens noted that parking is being relocated on the site. Mr. Jonathan Thompson asked if there will be additional impervious area added to the site to which Ms. Hitchens said yes. He also asked if there is any concern regarding emergency personnel accessing the site. Ms. Hitchens said the stormwater management plan can be provided to the emergency personnel for their review.

Mr. Jonathan Thompson made a motion to approve the Waiver of Land Development plan, subject to the Stormwater Management Plan being submitted within 60 days, having the stormwater

management plan being reviewed by the emergency responders, and addressing any other concerns from Township staff. Ms. Sarah Rider seconded and the motion carried unanimously.

Briefing Items:

a. Stoltzfus Woodworks at 324 Willow Road Land Development Plan #2025-03

Ms. Hitchens briefed the Planning Commission on the Land Development Plan for 324 Willow Road, where the applicant would like to construct a 50x50 storage area. Mr. Stoltzfus currently has gazebos, sheds, and various other structures on the property. Ms. Hitchens let Planning Commission know they will see this, at a future Planning Commission meeting.

Other Business :

a. Annual Report –

Ms. Hitchens asked if Planning Commission was all in agreement with Mr. Randy Patterson signing the letter for the Annual Report, so it can be forwarded to the Board of Supervisors.

Mr. Jansen Herr made a motion to recommend Mr. Patterson to sign the letter, and Ms. Sarah Rider seconded. The motion carried unanimously.

Adjournment:

On a motion by Mr. Jansen Herr and seconded by Mr. Jason Dagen, with all voting in favor, the meeting was adjourned at 7:13 pm. The next Planning Commission meeting will be held on Tuesday May 13, 2025 at 7:00 pm in the East Lampeter Township Office, 2250 Old Philadelphia Pike, Lancaster, PA 17602 and via ZOOM, check the Township website at [www.eastlampetertownship.org](http://www.eastlampetertownship.org) for more information.

Respectfully submitted,  
Tara Hitchens, AICP