

East Manchester Township  
PLANNING COMMISSION MINUTES  
July 22, 2025

At a regular meeting held at the Township Building, the following members were present: Edward Hewitt, Mike McCowan, Herb Nix. Absent with prior notice: Mike Scarborough, Troy Rentzel. Also present: Engineer Laymon Mortorff, Zoning Officer Kate Snyder, Recording Secretary, and five citizens.

Chairman McCowan called the meeting to order at 6:00 p.m.

### Minutes

**Motion by McCowan, second by Hewitt, to approve the minutes of the meeting of June 24, 2025. All members voted aye; motion carried.**

### Plans

Gross Minor Subdivision, 365 Jerusalem School Road

Chairman McCowan reported that a letter was received from Attorney Miller to the effect that as long as there are only four lots, the stormwater waiver okay. Four lots are being created, one other lot will contain the house. Mrs. Gross gave her plan for these lots.

Joe Gurney and Rebekah Gross were present in this 79+-acre subdivision ag zone. Lot 3 currently has the house, on lot wells and septic. Each lot will have a driveway onto Jerusalem School Road.

Open items from the YCPC letter dated May 13, 2025: 3E, statement of ownership (Section 208-34.B.17); 3F, letter from Texas Eastern stating any conditions on the use of land within 50' wide Texas Eastern pipeline easement (Section 208-31.A.3.9); 3G, a letter from Columbia Gas stating any conditions on the use of land within the 50' wide Columbia Gas easement (Section 208-31.A.3.9); and 3M, Sewage Planning Module approval (Section 208-31.A.3.6).

The GLB letter June 5, 2025, was reviewed. Open items: 1, driveways ("Except for Driveway 2, neither of the other existing driveways is totally within the boundary of this property. Driveway 1 is the only driveway subject to an existing ROW Agreement. Any provisions of this Agreement that impact Lot 5 should be noted in the plan. In addition, if the Agreement does not address use and maintenance responsibilities for Lot 5, the Agreement should be amended. Finally, access to more than one property is required to be dedicated (Section 208-48.D). Adding access to Lot 5 by Driveway 1 will require a waiver of this section. Since the proposed 30' easement does not include all of the cartway for Driveway 3, and additional Agreement will be required with the adjoining property owner and users regarding use and maintenance as well as the above-referenced waiver (Section 208-48.D). Driveway 4 is presently little more than field access and will require a use and maintenance Agreement if more than one user as well as the dedication waiver (Section 208.48.D). It should be noted on the plan that Township Driveway Permits will be required for Lots 1, 2, 4, and possibly 5 (Section 208-48.A)."Mr. Mortorff requested that the applicant add a wetland disturbance permit note on the plan for Lot 4, and for Lots 4 and 5, Mr. Mortorff requested that the applicant obtain a letter from Columbia Gas to cross the easement (if the proposed residence is ever built as shown); 2A, signatures (Section 208-34.B.17 and 18); 2F, recreation fee (Section 208.49.B); 2G, add revision dates on all sheets revised (Section 208.34.B.3); 2H, addresses (Section 208.34.B.26); 2J,

Planning Module approval (Section 208.31.A.3.6); and 7, the applicant should provide acknowledgement of the subdivision from Texas Eastern and Columbia Gas regarding the subdivision.

Waivers requested:

Section 208.21.A, Minor Subdivision

Section 208.44, Grading

Section 208.48.G.9, Driveway

Sections 208.34.C.9 and 208.51, Erosion and Sediment Control

Sections 208.34.C.10 and 208.52, Stormwater Management Control

All these waivers indicate that all of these items must be dealt with prior to any land development.

There was no public comment about any of the above information.

**Motion by Nix, second by Hewitt, to recommend approval of all the waivers listed above as requested. All members voted aye; motion carried.**

**Motion by Hewitt, second by Nix, to recommend approval of the Gross minor subdivision plan, 365 Jerusalem School Road, subject to the satisfactory resolution of the following open items from YCPC letter (3E, 3F, 3G, and 3M) AND the open items from the GLB letter (1, 2A, 2F, 2G, 2H, 2J, and 7, as referred to above, AND add the notes for Lot 4 and Lot 5 as referred to above. All members voted aye; motion carried.**

Review of the Township Zoning Map for Agricultural Innovation District

The Planning Commission discussed this topic at last month's meeting. Any final thoughts? Discussion was held. Mr. Nix noted that the building on the site in question is quite old, and he doesn't want any history to be destroyed without being properly documented. Mr. Mortorff noted that this is part of the process that's required before the project can be completed. The golf course was discussed. No action is required by the Planning Commission tonight. None taken.

#### **Additional New Business**

The Planning Commission members discussed upcoming plans, etc.

**Motion by Nix, second by Hewitt, to adjourn. All members voted aye; motion carried. The meeting adjourned at 7:03 p.m.**

Respectfully submitted,

Julie B. Maher, Recording Secretary