EPHRATA TOWNSHIP PLANNING COMMISSION
AGENDA
October 27, 2026

1. Meeting called to order at 7:00 PM

2. Approval of the minutes from the August 25, 2026 meeting.

3. 1522 Lincoln Heights Avenue – Land Development Plan

4. Plans in the Review Process:
   - Countryside Woodcraft – Final Land Development Plan
   - MCR Properties – Land Development Plan
   - Zimmerman's Auto Body – Subdivision and Land Development Plan

EPHRATA TOWNSHIP PLANNING COMMISSION
MINUTES
August 25, 2026

The Ephrata Township Planning Commission met on the above date at 7:00 P.M. at the Ephrata Township Municipal Building, 265 Akron Road, Ephrata, PA. Present were members: Leonard Martin, Dale Garman, Jim Stauffer, Andy Burkholder and Danny Redcay, Township Engineer Melissa Kelly and Township Manager Steve Sawyer.

A motion was made by Andy Bollinger to approve the minutes of the June 23, 2026 meetings as written. The motion was seconded by Dale Garman and carried unanimously.

StayAPT Hotel – Preliminary/Final Subdivision and Land Development Plan

Aislynn Herbst from RGS Associates presented the plan to the Commission. The plan proposes to consolidate two properties owned by Bergstrasse Evangelical Lutheran Church and subdivide roughly 2.4 acres along Hahnstown Road that will accommodate a 4-story, 95 room hotel. A new access drive to Hahnstown Road, 98 parking spaces, storm water management facilities and associated utility connections are also proposed. The new driveway will require a Highway Occupancy Permit through PennDOT. The HOP has been submitted to PennDOT and is expected to be approved soon.

A motion was made by Dale Garman to recommend approval of a waiver to Section 305 – Preliminary Plan Processing Procedures, based on the justification that was provided. The motion was seconded by Andy Bollingerr and carried unanimously.

A motion was made by Dale Garman to recommend disapproval of a waiver to Section 602.A.7 – Reconstruction of Existing Streets, Curbing and Sidewalk, but to allow the applicant to defer the reconstruction of the streets, curbing and sidewalk on the remaining lands of Bergstrausse Lutheran Church until such time as PennDOT or the Township determines that the improvements are necessary. Road widening, curbing and sidewalk will be installed on the hotel property. The motion was seconded by Andy Burkholder and carried unanimously.

A motion was made by Jim Stauffer to recommend approval of a waiver to Section 602.E.5 – Cartway Edge at Street Intersections, based on the justification that was provided and the condition that the applicant label the radii on the plan. The motion was seconded by Andy Bollinger and carried unanimously.

A motion was made by Andy Bollinger to recommend approval of a waiver to Section 602.E.7 – Clear Sight Triangle, based on the justification and alternative that was provided. The motion was seconded by Dale Garman and carried unanimously.

A motion was made by Dale Garman to recommend approval of a waiver to Section 609.B – Commercial Landscaping, based on the justification that was provided and based on the condition that the applicant provide written consent of the modification request and proposed landscaping, along the bottom of the length of the retaining wall, from the adjoining property owner.. The motion was seconded by Andy Bollinger and carried unanimously.

A motion was made by Jim Stauffer to recommend approval of a waiver to SWMO Section 409.1.A – Volume Control, based on the justification that was provided and the condition that the managed release concept is approved by PADEP. The motion was seconded by Dale Garman and carried unanimously.

A motion was made by Jim Stauffer to recommend approval of a waiver to SWMO Section 409.1.B.3.b – Volume Control Facility Loading Ratios, based on the justification that was provided. The motion was seconded by Andy Bollinger and carried unanimously.

A motion was made by Dale Garman to recommend conditional approval of the plan based on the applicant addressing all of the comments contained in the Township Engineer's letter dated April 22, 2026 to the satisfaction of the Township. The motion was seconded by Andy Bollinger and carried unanimously.

Martin's Redevelopment Site – Preliminary/Final Lot Add-On and Land Development Plan

Craig Smith from RGS Associates presented the plan to the Commission. The project proposes a 39,100 SF proposed grocer, and a 4,761 bank with a drive through. The site was previously developed with a grocer and furniture store totalling approximately 98,000 SF, until fire destropyed a portion of the buildings and the site was partially leveled. The proposed square footage of the uses is nearly half of what previously existed. The overall impervious surface of the site will be reduced by approximately 27,000 SF. The southwest corner of the site will contain a future use that will be submitted as a separate land development plan in the future.

The primary access points to the site will be an existing access drive onto West Main Street and two access drives onto Hackman Road. There are no changes proposed to the West Main Street access so PennDOT approval will not be required. The proposed project will be served by public water and sewer with utility extensions utilizing mains within West Main Street.Storm water will be handled via two subsurface infiltration facilities in order to meet storm water requirements of Ephrata Township and DEP. An NPDES permit for the project has been approved by PADEP. Significant screening is being proposed along the property line abutting the Charity Gardens housing development.

A motion was made by Andy Bollinger to recommend approval of a waiver to Section 305 – Preliminary Plan Processing Procedures, based on the justification that was provided. The motion was seconded by Dale Garman and carried unanimously.

A motion was made by Dale Garman to recommend approval of a waiver to Section 602.E.5 – Curb Radii, based on the justification and alternative that was provided. The motion was seconded by Jim Stauffer and carried unanimously.

A motion was made by Andy Bollinger to recommend approval of a waiver to Section 602.E.7 – Clear Sight Triangle, based on the justification and alternative that was provided. The motion was seconded by Dale Garman and carried unanimously.

A motion was made by Jim Stauffer to recommend approval of a waiver to Section 603.C.1 – Interior Curbing, based on the justification and alternative that was provided. The motion was seconded by Dale Garman and carried unanimously.

A motion was made by Dale Garman to recommend approval of a waiver to SWMO Section 409.1.B.3.b – Volume Control Facility Loading Ratios, based on the justification that was provided. The motion was seconded by Andy Bollinger and carried unanimously.

A motion was made by Dale Garman to recommend conditional approval of the plan based on the applicant addressing all of the comments contained in the Township Engineer's letter dated August 5, 2026 to the satisfaction of the Township. The motion was seconded by Danny Redcay and carried unanimously.

A motion was made by Jim Stauffer to adjourn the meeting at 8:00 PM. The motion was seconded by Dale Garman and carried unanimously.

RETTEW

We answer to you.

3020 Columbia Avenue, Lancaster, PA 17603• Phone: (800) 738-8395
E-mail: rettew@rettew.com • Website: rettew.com

Engineers
Environmental Consultants
Surveyors
Landscape Architects
Safety Consultants

September 23, 2026

Mr. Steven A. Sawyer, Manager
Ephrata Township
265 Akron Road
Ephrata, PA 17522

RE: 1522 Lincoln Heights Avenue
Final Land Development Plan
Review No. 2
RETTEW Project No. 0111406003

Dear Mr. Sawyer:

We have completed our review of the above-referenced plan as prepared by RGS Associates, Inc. Our review was of the following information:

1. 19 plan sheets dated July 13, 2026, revised September 8, 2026
2. Waiver Request letter dated July 13, 2026, revised September 4, 2026
3. Comment Response letter dated September 8, 2026
4. Stormwater Management Report dated July 13, 2026, revised September 4, 2026
5. Cost Opinion dated September 8, 2026
6. Trip Generation letter dated September 8, 2026
7. Supporting miscellaneous documentation.

We have the following comments for your consideration:

REQUESTED WAIVERS/MODIFICATIONS

SUBDIVISION AND LAND DEVELOPMENT

A. Sections 305 & 402 – Preliminary Plan Processing Procedures

The applicant has requested a waiver of the requirement to process a preliminary plan and in the alternative, proceed directly to final plan with the justification that there are no new streets proposed and less than three new lots.

We recommend approval of this waiver based upon the justification provided with the condition that the applicant satisfy all preliminary and final plan requirements to the satisfaction of the Township.

B. Section 407 – Wetland Study

The applicant is requesting a waiver of the requirement to provide a wetland study with the justification that the parcel is surrounded by development on all sides and is unlikely to sustain a wetland habitat as well as no wetlands exist per the National Wetlands Inventory mapping.

We recommend approval of this waiver based upon the justification provided.

C. Section 602.A.7 – Existing Street Reconstruction *(New Request This Submission)*

The applicant has requested a waiver of the requirement to reconstruct the existing perimeter and through streets with the justification that the impacts to Reagan Drive are minor and Lincoln Heights Avenue is being reconstructed in coordination with Ephrata Township and Ephrata Borough.

We recommend approval of this waiver based upon the justification provided with the condition that the area of reconstruction for the water line in Regan Drive and the Lincoln Heights Avenue reconstruction is delineated on the plans.

D. Section 602.J.5 – Access Drive/Property Line Separation *(New Request This Submission)*

The applicant is requesting a modification of the requirement for access drives to be located at least 10 feet from the property line and in the alternative, provide a separation distance of eight feet from the access drive to the eastern side property line with the justification that bringing storm conveyance to compliance could create conflicts with existing utility crossings.

We recommend approval of this modification based upon the alternative and justification provided with the condition that the dimension is shown on the plans.

STORMWATER MANAGEMENT

A. Section 304.1.O – Carbonate Geology Certificate *(New Request This Submission)*

The applicant has requested a waiver of the requirement to provide a carbonate geology certificate on the plans. The justification is that the project does not include any proposed structural stormwater facilities.

We recommend approval of this waiver based upon the justification provided.

B. Section 402.8.A – Post Development Peak Flow Reduction *(New Request This Submission)*

The applicant has requested a waiver of the requirement that post-development peak rates for all design storm events do not exceed the pre-development peak rates. In the alternative, the applicant notes that the Lincoln's Meadow development accounted for future impervious that would not exceed the peak rate. The runoff is detained within an existing regional detention basin.

We recommend approval of this waiver based upon the justification and alternative provided.

C. Section 409 – Volume Control *(New Request This Submission)*

The applicant has requested a waiver of the requirement to provide stormwater volume control requirements. In the alternative, the applicant notes that the Lincoln's Meadow development accounted for future impervious that would not exceed the volume requirements. The runoff is detained within an existing regional detention basin.

We recommend approval of this waiver based upon the justification and alternative provided.

SUBDIVISION AND LAND DEVELOPMENT

1. The dimensions of existing cartways for all streets, alleys and driveways need to be provided on the plan (§ 402.C.4.a). The applicant indicated that Sheet LD-3 includes dimensions, however, the existing street cartway dimensions are not shown.

2. Any approved waiver(s), including conditions of approval, and date(s) of final action by the Board of Supervisors need to be included on the plan (§ 403.D.18).

3. The landscape plan needs to be signed and sealed by the landscape architect responsible for the preparation of the plan (§ 403.D.22).

4. All plan certificates need to be completed prior to recording the plan (§ 403.E.1).

5. Evidence of an approved planning module, exemption request, or notice that a planning module is not required needs to be provided (§ 403.E.2.a).

6. Where the tract described in the subject application includes any public utility, electric transmission line, gas pipeline, or petroleum product transmission line located within the tract, the applicant or lessee of such right-of-way shall notify the owner of the right-of-way of his intentions. A note stating any condition regarding the use of the land, minimum building setback or right-of-way lines shall be included on the plan. This requirement may also be satisfied by submitting a copy of the recorded agreement (§ 403.E.2.b). There is an overhead utility on the southern end of the property.

7. Evidence of review by emergency service providers needs to be provided (§ 403.E.2.d, 612.C.2).

8. Evidence of approval of water and sewer design, capacity, and financial security (if required) needs to be provided (§ 403.E.2.g, 610).

9. Parking areas, main entrances and exits that are open to the public need to be lighted to a minimum average of two-foot candles at an elevation of three feet above the surface during hours of operation. When adjacent to a Residential District or residential use, the maximum allowable glare at the property line shall be three-tenths footcandles at an elevation three feet above the ground surface (§ 603.A.8, 709). A lighting plan, including photometrics, fixture, pole and footer details, needs to be provided.

10. The applicant needs to satisfy the park and recreational land dedication requirements (§ 611). The applicant notes they would like to pursue a fee in lieu of dedication.

11. A shared access and maintenance agreement needs to be provided in a form suitable to the Township for the proposed access easement with the adjacent property owned by ML2 Investments LLC.

12. Evidence of approval or deferral of plan review by Ephrata Borough needs to be provided. Ephrata Borough needs to approve the Lincoln Heights Avenue street improvements.

STORMWATER MANAGEMENT

1. An operations and maintenance program, in a recordable form acceptable to the Township, that clearly sets forth the ownership and maintenance responsibility of all temporary and permanent stormwater management facilities and erosion control facilities needs to be provided (§ 304.1.G, 304.6). The agreement needs to be executed and recorded.

2. Financial security in the amount of **$108,860.13** and financial security agreement need to be provided (§ 309).

Should you have any questions or require additional information, please feel free to contact us at any time.

Sincerely,

Melissa A. Kelly, RLA
Municipal Team Lead

copy: Steven A. Sawyer, Ephrata Township (ssawyer@ephratatownship.org)
Ryan Trees, EIT, RGS Associates, Inc. (rtrees@rgsassociates.com)

Z:\Shared\Projects\01114\0111406003 - Lincoln Heights Holdings\MUN\Ltr_SSawyer_LD_Rev2_2026-09-23.docx

LANCASTER COUNTY
PLANNING
Lancaster, Pennsylvania

Subdivision/Land Development Plan Review

Plan Name
1522 Lincoln Heights Avenue

S/LD #
88-160-2

Project Description
To subdivide a 1.073-acre parent lot into a 0.25-acre Lot 1 with a proposed 2,880 sq. ft. single-family dwelling and a 0.82-acre Lot 2 with a proposed 5,350 sq. ft. 12-unit apartment building and parking lot

Gross Acreage
1.073

Date of Completed Application Receipt
2026-07-17

Date of Review
2026-09-08

Municipality/Municipalities
Ephrata Borough; Ephrata Township

Project Address(es)
1522 Lincoln Heights Avenue, Ephrata

Project Location/Direction and Distance
West side of Lincoln Heights Avenue, south of Reagan Drive

Parcel Account Number(s)
2700084800000

Existing Zoning District(s)
Ephrata Borough: Neighborhood Commercial; Ephrata Township: Residential -Medium Density

Existing Land Use(s)
Undeveloped/Vacant

Designated Growth Area
Ephrata-Akron

places2040 Character Sector
Suburban

Owner Name
Lincoln Heights Holdings LLC

Applicant Name
Lincoln Heights Holdings LLC

Consulting Firm
RGS Associates Inc.

LCPD's Regional Liaison
Joella Neff

places2040 Consistency

Growing Responsibly: Build more compactly and efficiently

The plan's density of 12 dwelling units per acre exceeds the County's net average density goal of 6.5 dwelling units per acre for the Ephrata-Akron County Urban Growth Area, while retaining the surrounding neighborhood's character.

Creating Great Places: Provide a greater supply and diversity of housing types to own and rent

This project adds one single-family dwelling and 12 multi-family dwelling units to an area with existing housing type diversity. Approximately 55% of housing units in Ephrata Township are single-family detached homes, and 18% of housing units are apartments - residential only (LCP Data Dashboard).

Connecting People, Place & Opportunity: Make it easier for residents and visitors to get around without a car

Places2040 recommends creating more sidewalk connections to make it easier and safer to get around without a car. Consideration should be given to connecting existing Reagan Drive and Lincoln Heights Avenue sidewalks via a walkway and Access Easement on this property.

Comments Regarding Site Design

1. Revised deeds for the resultant lots should be recorded as part of this plan approval.

2. A general plan note should indicate Ephrata Borough's waiver of its review rights to Ephrata Township.

3. Access and Drainage Easement Agreements should be provided and recorded as part of the plan approval. These Agreements should note the ownership, rights, and maintenance responsibilities associated with the proposed access easement located on the adjacent lot to the east, and they should clarify that Ephrata Township is not responsible for any Agreement arbitration.

4. A Lighting and Photometric Plan should be included to confirm that adequate (but not excessive) illumination will be provided for Lot 2.

5. To further promote the use of alternative transportation modes, bicycle parking should be considered near the proposed apartment building.

6. A Crosswalk Detail should be provided on the plans.

Because Lancaster County strives to create the most accurate public records possible, electronic AutoCAD files (.dwg or .dxf) are required by the Lancaster County Planning Department prior to, or at the time of, recording of any plan. Data features requested in the file are parcel boundaries, building footprints, road rights-of-way, and edges of pavement. It's preferred that the file be in the projected coordinate system: NAD 1983 State Plane Pennsylvania South FIPS 3702 (US Feet). **Please note that the Planning Department will not certify the plan for recording until this information is provided via links to online file download or by e-mail.**

Article V of the Pennsylvania Municipalities Planning Code establishes standards and procedures for the review of Subdivision and Land Development Plans. The Lancaster County Planning Department offers these recommendations and advisory comments which are for consideration in the application of municipal subdivision and land development regulations to this project.