

**MEETING MINUTES**  
**PLANNING COMMISSION**  
**BOROUGH OF PARKESBURG, PA**  
**MAY 29, 2025**

***MEMBERS PRESENT –***

Todd Brade  
Josh Eastep  
Matt Marran  
Casey Wyatt  
Dave Bashore

***OTHERS –***

Rochelle Gresh, MPA, Borough Manager  
John Carnes, Jr., Esq., Borough Solicitor  
Ed Van Arsdale, III, P.E., ARRO Consulting, Borough Engineer  
Bruce Pancener, Applicant, Impact Church  
Pastor Mike Briley, Impact Church  
Christopher Schubert, Esq., Reger Rizzo Darnell LLP  
Dan McKenna, P.E., Horizon Engineering  
Lynn Hanaway, Brandywine Quarry (and her son)

**Call to Order.** Mr. Bashore called the meeting to order at Borough Hall at 7:00 p.m.

**Quorum.** A quorum of members was present.

**Announcements.** None.

**Approval of Minutes.** Mr. Brade moved to approve the Minutes of the Commission's January 23, 2025, meeting. The motion was seconded by Ms. Wyatt and passed 5-0.

**Land Development Plan of Impact Church re: Proposed Building Addition on 3.54 Acres at 101-103 East First Avenue in the R2-Residential Zoning District.**

Mr. Schubert advised that the Church would like to build an addition to their main building, which would necessitate additional stormwater management facilities, landscaping and other considerations.

\* Mr. Van Arsdale advised that he had no further comments other than those contained in his Engineer's review letter dated May 12, 2025, which recommends approval of the plan.

\* Mr. Bashore asked the Applicant if additional landscaping was expected to be installed around the perimeter of the stormwater basins and to screen the Church's parking lots. Mr. McKenna responded that 6 additional trees would be planted along the Church's frontage (4 deciduous trees and 2 evergreens). No additional landscaping on its property is anticipated at this time.

\* Mr. Marran noted that the additional landscaping along the Church's frontage would act as an important traffic calming device, thus enhancing pedestrian and motorist safety.

\* Mr. Brade moved to recommend that Borough Council approve the land development plan on the condition that the Church complies with the Borough Engineer's review comments. The motion was seconded by Ms. Wyatt and passed 5-0.

**Notice of Discussion with D.R. Horton, Inc. re: Meadowview and Parke Mansion developments.**

Mr. Bashore advised that on April 2, he along with Borough Council President Todd Brade, Borough Manager Rochelle Gresh, Solicitor John Carnes, and Engineer Ed VanArsdale met with representatives of D.R. Horton, led by Jeff Strauss, at their request to discuss the following:

\* The Homeowners Association agreements will be developed in consultation with the Borough Solicitor and be subject to Borough Council's approval. The agreements will require the Associations to be responsible for their residents' trash and recycling collection and to retain ownership of streetlights, with roads within the developments to be dedicated to the Borough.

\* Horton hopes to start construction on Parke Mansion's infrastructure by August, including the installation of a new traffic light at Route 10 and Main Street and widening of the road leading into the development east of that intersection.

\* By January or February, Horton hopes to start building the first cluster of Parke Mansion townhouses along the newly widened Parke Road. They intend to install a fence around the quarry. An onsite supervisor will be available to oversee construction and to handle any issues and questions from the public.

\* Horton also has submitted an application to the PA Dept. of Environmental Protection to redesign and relocate the existing pond and stream, which will enable the relocation of the Octorara Avenue entrance to Meadowview along Route 10, to across from Sadsbury Road, as approved by PennDoT.

\* Horton also advised that both developments are scheduled to be built out over a four to five-year period, depending on the housing and mortgage markets.

**Old Business.** Mr. Bashore announced that Oaks Ministry of Oxford has taken a new direction on their proposed purchase and use of the Parkesburg Arms Hotel on West First Avenue.

\* Mr. Carnes advised that instead of proceeding with a revised Conditional Use application, which would be reviewed by the Planning Commission and subject to discretionary approval by Borough Council, Oaks decided to ask the Borough's Zoning Hearing Board for variances to use the Arms Hotel as a rooming house for women in need.

\* Mr. Carnes explained various arguments that Oaks and other witnesses presented on April 2 and 16 to the ZHB, which took further public comments until May 23. He advised that Oaks hasn't told the ZHB what specific annual Payments in Lieu of (Real Estate) Taxes it would be willing to pay the Borough as a condition of approval of its zoning appeal. The ZHB is scheduled to issue a decision on June 19.

\* Mr. Brade moved to recommend that Borough Council send a letter to the ZHB, advising members that they require Oaks to specify what annual Payments in Lieu of Taxes it is willing to accept and pay as a condition of approval of its zoning appeal. Seconded by Ms. Wyatt, the motion was approved 5-0 (see accompanying motion).

**New Business.** Mr. Bashore advised that Lancaster County developer VistaBlock is tentatively scheduled to present their new sketch plan at the PC meeting on June 26 to show their latest vision for the 24-acre parcel at 50 East Second Avenue under the Borough's new Traditional Neighborhood Development zoning provisions.

\* Ms. Wyatt asked that the sketch plan be distributed to PC members as soon as possible and be available for public viewing on the Borough's website, Parkesburg.org.

\* Sometime after VistaBlock's presentation, the PC will consider a proposed recommendation to Borough Council to petition PennDoT to lower the speed limit along PA Route 10 within the Borough from 35 to 25mph and to consider other traffic calming measures.

Ms. Lynn Hanaway, President of Brandywine Quarry, 151 N. Church Street, stated her concerns about the potential impact of her business conducting future blasting on the new Parke Mansion homes to be built on adjacent land.

\* Mr. Carnes advised her to contact the builder, D.R. Horton, to arrange communication and other protocols.

**Adjourn.** Mr. Brade moved to adjourn the meeting. The motion was seconded by Mr. Eastep and passed by unanimous consent. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

/s/

Dave Bashore, Chair

**(NOTE:** *These minutes were approved 5-0 by the Planning Commission on 6/26/2025.)*

**A MOTION OF THE PLANNING COMMISSION  
OF THE BOROUGH OF PARKESBURG**

**WHEREAS**, the Oaks Ministry (Oaks) has filed an appeal before the Parkesburg Zoning Hearing Board (ZHB), requesting one or more variances to occupy the property located at 415 W. First Avenue (Property) in the Borough as a rooming house for women in need; and

**WHEREAS**, during related testimony before the ZHB, Oaks offered to provide to the Borough a Payment in Lieu of Taxes (PILOT), representing an unspecified portion of annual real estate taxes that have been owed and paid on behalf the Property, as a taxable property, should Oaks take ownership of the Property and the Property is subsequently declared nontaxable because of Oaks' nonprofit status; and

**WHEREAS**, Oaks has not quantified its PILOT offer to the ZHB nor has discussed it at any level with any Borough official to date; and

**WHEREAS**, Oaks is proposing to reach an agreement with the ZHB on said PILOT issue as a possible condition of approval of its zoning appeal; and

**WHEREAS**, the PILOT issue is expected to be discussed further at the ZHB's hearing scheduled for June 19, 2025, at which hearing it is assumed the ZHB will be making a decision on Oaks' appeal; and

**WHEREAS**, in addition, the Borough Solicitor provided testimony about the ZHB previously having granted a variance to permit a rooming house on the first floor of the Property, dependent upon certain parking easements on neighboring properties; and

**WHEREAS**, the evidence the Solicitor presented in this regard established that the property on which the easements were located was purchased by other parties and, as a result, the easements had been lost and with them the use of the first floor for rooming house purposes.

**NOW, THEREFORE**, the Planning Commission hereby recommends that Borough Council convey to the Zoning Hearing Board the aforementioned "Findings of Fact" and that it urge the ZHB to require Oaks to quantify the specific annual amounts of PILOT it is willing to accept and pay as a condition of approval of its zoning appeal.