

**Minutes of the Regular Meeting of the  
PALMYRA BOROUGH PLANNING COMMISSION**

Wednesday January 7, 2015

Jim Hartman called the meeting to order at 7:00 p.m. in the Council Chambers of the Palmyra Municipal Building, 325 S. Railroad Street, Palmyra, PA, 17078.

**Attendance:** Jim Hartman, Steve Ricker, Mark Smith, and Joe Templin were present. Borough Manager Roger Powl and Lauren Zumbrun of Rettew Associates were also present. Gretchen Van Scyoc was absent.

**Approval of Minutes:**

A Motion was made by Steve Ricker, seconded by Mark Smith, to approve the December 3, 2014 meeting minutes as written. **Motion Carried.**

**Public Comment:** None

**Action & Discussion Items:**

1. White Oak Display Preliminary/Final Land Development Plan (400 E. Spruce Street):

John Snyder of RGS Associates, Inc., and Chris Readinger of S. R. Campbell Associates, Inc., York, PA were present. Mr. Snyder explained that he discussed the second review letter from Rettew dated 1/7/15 with Rettew and it was agreed that the remaining outstanding review comments are minor or administrative in nature. Mr. Snyder requested the Planning Commission consider a conditional approval of the plan at this meeting. Mr. Hartman explained that he did not believe that the survey shown on the plan is on grid coordinates, however, he found a previous deed from a plan prepared for the property by Light-Heigel that did reference NAD 83 grid coordinates. Mr. Hartman further explained that he was unable to determine the vertical datum but, would support a waiver, and Mr. Snyder said he believed he could avoid a waiver request by attaching a note to the plan referencing the previous survey, which was acceptable to Mr. Hartman. Mr. Hartman also requested that Sheet #3 be recorded as part of the recorded plan and Mr. Snyder agreed. Ms. Zumbrun explained that Rettew supports a conditional approval of the plan. She further explained that truck turning movements were modified, however, tractor trailer trucks will still not be able to turn into the property from Spruce Street without crossing the centerline of the road into the opposing lane of traffic but, sight distance is very good in both directions, therefore, there is little that could be done to require further changes by the developer. Ms. Zumbrun also explained that the northern most loading dock will not be accessible to tractor trailer trucks but will be accessible by box trucks, which will not be a problem for the applicant, and, is not an issue regarding the plan because more loading spaces are being provided than is required.

A **Motion** was made by Jim Hartman, seconded by Steve Ricker, to make a recommendation to Borough Council to approve the White Oak Display Preliminary/Final Land Development Plan, contingent upon the developer satisfying any remaining unresolved plan review comments listed in the plan review letters provided by the Borough Engineer, Borough Solicitor, and Zoning Officer. **Motion carried.**

2. Spruce Village Plan - Request to Add Storage Buildings:

Brent McFeaters of Matthew & Hockley Associates, Jeff Horst, and Dave Shaak were present. Mr. McFeaters explained that Mr. Horst is proposing to construct nine (9) 8'W X 36'L storage sheds divided into six (6) units per storage shed, with each unit having a standard 36" wide fiberglass exterior entry doors that will open by swinging out toward the parking areas. He further explained that the sheds would be stick built on the ground on top of a stone base abutting the paved parking areas using materials corresponding with the same materials and colors used for the construction of the apartment buildings.

Mr. Ricker asked if curb stops would be placed in the parking spaces to prevent vehicles from striking the storage sheds and Mr. Horst confirmed that curb stops will be placed so that vehicles will be stopped short of hitting the sheds or the outward swing of the entry doors. Mark Smith asked if the placement of the curb stops would impact the sizing of the parking spaces, and Mr. McFeaters responded that it would not. Mr. Hartman explained that the additional square footage created by the storage sheds does not meet the threshold for the requirement of preparing a fully engineered recorded plan, however, he explained that volume controls and a stormwater report does need to be provided so that there is technical data verifying that the volume of the pond would accommodate the increased stormwater run-off, and, that the increased stormwater run-off will not affect the rate at which the detention pond is designed to disperse stormwater. Ms. Zumbrun confirmed that Rettew would like to see some calculations to review that would verify where the stormwater from the storage sheds is actually going. Is it going to the sinkhole, or to the detention pond? Ms. Zumbrun also explained that documentation of some kind should be prepared and submitted with the stormwater report to verify that the storage sheds are for the use by the tenants only and will not be commercially leased to any other entity. Mr. McFeaters confirmed that each storage unit will be numbered to its corresponding apartment number and each door will be keyed the same as each apartment unit key.

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to make a recommendation to Borough Council to approve the placement of the proposed storage sheds, contingent upon the developer submitting the required stormwater management documents and reports to the Borough Engineer for review and approval. **Motion carried.**

3. Lennard C. & Pamela J. Sheriff Final Subdivision Plan(521 & 523 W. Cherry St):

Brent McFeaters of Matthew & Hockley Associates, and Lenny Sheriff were present. Mr. McFeaters provided the Planning Commission members with a brief overview of the proposed subdivision plan and explained that Mr. Sheriff will need to obtain a variance from the Zoning Hearing Board in order for the subdivision plan to move forward. Mr. Sheriff does not want to incur the costs of appearing before the Zoning Hearing Board if he will also be required to install curbing along South Ave and the north/south alley adjacent to the lot for 521 W. Cherry St. as required by the Palmyra Subdivision & Land Development Ordinance (SALDO). Mr. McFeaters explained that Mr. Sheriff appeared before Borough Council to get an unofficial opinion of whether they would support a waiver of the curbing requirements since the added expense of the curbing may make the cost of the subdivision plan cost prohibitive for the Sheriff's if he is required to install the curbing. Mr. McFeaters explained that Council was favorable to consideration of a waiver, if the Planning Commission also agreed. The Planning Commission agreed that there is not currently curbing in the area, and Mr. Hartman asked Mr. Sheriff if he would be opposed to the granting of a deferment of the requirement for the installation of curbing to a point in the future that Borough Council may deem the installation of curbing necessary, and Mr. Sheriff was agreeable. Mr. Hartman explained that it appeared that the plan was drawn using deed bearings and not the required NAD 83 state plane grid coordinates, and he suggested that a waiver be requested so that the plan can remain on deed bearings.

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to make a recommendation to Borough Council to approve a deferral of the installation of the required curbing along South Ave and the unnamed north/south alley adjacent to 521 W. Cherry St. until a point in the future that it is deemed necessary by Borough Council.

**Communications:** None.

**Other Business:**

1. Mr. Ricker asked for an update on construction of the new Sheetz store, and Mr. Powl explained that the developer's agreements and stormwater management agreements have been finalized by the attorneys and circulated for signature so that the PennDot Highway Occupancy permits can be signed and the plan recorded at the courthouse so that construction on the underground utilities can commence.

**Adjournment:**

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to adjourn the meeting at 7:29 p.m. **Motion carried.**

Respectfully Submitted,

Roger E. Powl  
Borough Manager