

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

Wednesday February 4, 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 was also present. Gretchen Van Scyoc was absent.

Approval of Minutes:

A Motion was made by Mark Smith, seconded by Steve Ricker, to approve the January 7, 2015 meeting minutes as written. **Motion Carried.**

Public Comment: None

Action & Discussion Items:

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

Mr. Powl explained that the Sheriff's will appear before the Zoning Hearing Board on February 9th to seek a variance of Section 13.02.C (Setbacks for Accessory Buildings & Structures) to allow for an existing detached garage to remain in its current location of approximately three feet from the side property line upon approval of the two lot subdivision plan. Mr. Powl explained that since the date for the review of the plan would expire prior to the next Planning Commission meeting, Brent McFeaters of Matthew & Hockley Associates has submitted a time extension request to allow for the review of the subdivision plan to continue until May 29, 2015.

A **Motion** was made by Steve Ricker, seconded by Joe Templin, to make a recommendation to Borough Council to grant a 90-day extension of time from February 28, 2015 to May 29, 2015 for the review of the Sheriff Final Subdivision Plan.

2. Ordinance #760 - Vacation of Un-Named Alley between 414 & 416 W. Cherry St:

Mr. Powl described the location of the alley and explained that it is a "paper" alley that was laid out years ago and was never officially opened by the Borough, and, since it has been more than 20-years, the Borough could not legally open the alley unless the private property owners would agree. Mr. Powl explained that Section 304(b) of the PA Municipalities Planning Code (MPC) requires that the local planning agency review, comment, and make a recommendation to the governing body prior to the governing body voting to take action on proposed openings, vacations, extensions, widening, or narrowing of any street or public right of way. Mr. Powl further explained that Section 304(b) also requires that the county planning agency be given 45-days to review and comment prior to the governing body taking action on such items. Mr. Powl explained that Bob Sentz of the Lebanon County Planning Department has already reviewed the proposed street vacation contained in Ordinance #760 and had no comments, concerns, or recommendations for the Borough to consider. Mr. Powl explained that since the County has provided comments, the Solicitor can advertise the ordinance that has been prepared for action by Borough Council at their February 24th meeting.

A **Motion** was made by Mark Smith, seconded by Jim Hartman, to make a recommendation to Borough Council to approve the vacation of the un-named north/south alley located between Plum Alley & West Cherry St, and between 414 & 416 West Cherry St.

Mr. Hartman asked if the Borough notifies the property owners of the clean title issues resulting from the public right of way vacations that the property owners may want to hire an attorney to take the legal steps necessary to acquire clean title to the land being vacated by the Borough, and Mr. Powl responded that he

does advise the property owners in writing of the steps that they would need to take to pursue clear title of the land being vacated.

Communications: None.

Other Business:

1. Joe Templin asked how much time property owners have to clear their sidewalks after a snowfall and Mr. Powl explained that Borough ordinance requires snow to be clear within 24-hours of cessation of precipitation. Mr. Templin expressed concern that the Hershey Flooring property along West Main Street and several other properties located along the south side of West Main Street have not even attempted to clear their sidewalks since the recent snowfall events. Mr. Powl explained that he would report this to the Police Department for enforcement.
2. Steve Ricker inquired as to who is responsible for ice accumulation in the alley to the rear of his property.

Adjournment:

A **Motion** was made by Steve Ricker, seconded by Joe Templin, to adjourn the meeting at 7:18 p.m. **Motion carried.**

Respectfully Submitted,

Roger E. Powl
Borough Manager