

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

Wednesday April 2, 2014

Jim Hartman called the meeting to order at 7:06 p.m. in Council Chambers of the Palmyra Municipal Center, 325 S. Railroad Street, Palmyra, PA, 17078.

Attendance: Jim Hartman, Steve Ricker, and Mark Smith Borough Manager Roger Powl and Chris Knarr of RETTEW Associates were also present. Joe Templin & Gretchen Van Scyoc were absent.

Approval of Minutes:

A Motion was made by Steve Ricker, seconded by Mark Smith, to approve the March 5, 2014 meeting minutes as written. **Motion Carried.**

Public Comment: None

Action & Discussion Items:

1. Lennard C. & Pamela J. Sheriff Final Subdivision Plan:

Mr. Powl explained that Matthew & Hockley has informed him that they are preparing a Zoning Hearing Board Application for the variances needed for the Sheriff Plan.

2. Palmyra Draft Zoning Ordinance - Palmyra SALDO Amendment:

The Planning Commission discussed the 3/24/14 e-mail from Planner Harry Roth, who explained that he is willing to make one more round of changes to the Draft Zoning Ordinance under his current contract. The Planning Commission agreed that Mr. Roth should only make one more revision and that, if any further revisions are necessary, Chris Knarr of RETTEW be hired to make the changes. Jim Hartman asked Mr. Powl to check the language of Mr. Roth's contract to determine if the digital Word file for the Draft Zoning Ordinance can be obtained by the Borough, or, if Mr. Roth considers that proprietary.

Mr. Knarr explained that Mr. Roth's SALDO amendment seems to be putting regulations in areas of the SALDO that specify items that are merely required to be shown on plan documents. He suggests that design criteria, such as these, be placed and remain in the design section of the SALDO and not in the section listing what is required to be shown on the plans.

Mr. Knarr lead a discussion of his 2/18/14 SALDO amendment review letter and asked for the Planning Commission's input on the following items:

- **Steep Slopes:** Should standards listed apply to all steep slopes or only "natural" slopes? The Planning Commission agreed that it is not necessary for the standards to apply to man-made slopes.
- **Carbonate Geology:** Mr. Knarr explained that the Planning Commission needs to determine important limiting factors, such as depth to bedrock, depth to water table, hydric soils, etc., if they intend to require location of specific soils on a plan. Mr. Hartman expressed that he feels that closed depressions should be shown on a plan, and volunteered to provide standard sinkhole language he is familiar with from South Londonderry Township. Mr. Knarr explained that it makes no sense to require a developer to do something on a plan if the Borough isn't concerned about the issue being required. There is no language requiring a permit for repair of a sinkhole, and it was agreed that it should remain that way.
- **Alleys vs. Streets:** Standards should consider excluding alleys from the landscaping and screening requirements.
- **Revision #1 - Definitions:**

- “Paved”: Is not currently defined in the SALDO but, is included in Draft Zoning Ordinance and Stormwater Management Ordinance. Should “paved” be added or is “impervious surface” good enough? The Planning Commission asked Mr. Knarr for his professional recommendations on this and other similar issues found throughout the ordinance as his review letter is discussed.

- Revision #2 - Important Natural Features:

Mr. Knarr explained that Mr. Roth has Natural Features listed under Reports for Preliminary Plans and suggested moving these to section (318-15.C) Existing Conditions for Preliminary Plans. Mr. Hartman suggested adding ambiguous language, for example: “show significant geologic and carbonate features such as sinkholes, closed depressions, rock outcrops, etc.” to allow the developer’s engineer some leeway.

- Sec. 318-15.E(c)(7)(d) - Individual Soils: Delete “Soil Survey”.
- Sec. 318-15.E(c)(7)(e) - Surface Water Bodies: Keep “watercourse” as already included in the SALDO. Mr. Knarr asked if the intent is to limit types of uses or development within a certain distance from a surface water body and the Planning Commission agreed that limits should be placed on naturally occurring streams that meet the DEP definition of “waters of the Commonwealth”. A 10-foot wide easement from the “ordinary high water mark” shall be provided.
- Sec. 318-15.E(c)(7)(f) - Rock Outcrops: Delete.
- Sec. 318-15.E(c)(7)(g) - Areas Subject to Easements, Covenants, and Deed Restrictions: Delete
- Sec. 318-15.E(c)(7)(a) - Wetlands & Wetland Buffers: Keep “wetlands” in this section but, move “buffers” to the design standards section. Mr. Knarr will research the U.S. Army Corps of Engineers buffer standards and include in the SALDO. If there are no U.S. Army Corps standards then, RETTEW will make a professional recommendation on the minimum depth that should be required for the “buffer.” Mr. Knarr explained that there is a definition of “wetland margin” in the Draft Zoning Ordinance that specifies a 50-foot buffer. It was agreed that he will search the Draft Zoning Ordinance for instances of the use of “wetland margin.” If there are no references found, he will remove from the Draft Zoning Ordinance and include in the SALDO as part of the “buffer” requirements.
- Sec. 318-15.E(c)(7)(b) - Steep Slopes: Delete

- Revision #4 - Sec. 318-27.B - Parking Spaces:

It was agreed to add the specific term “Oversized Parking Space” to the SALDO and reference the definition listed in the Draft Zoning Ordinance.

- Sec. 318-27.B.2: Delete.

- Revision #5 - Sec. 318-27.I - Landscaping & Screening Requirements:

- Sec. 318-27.I.1 - Front Yard Landscaping Strip: The SALDO requires a planting strip of 10-feet, however, the Draft Zoning Ordinance allows parking to be within 5-feet of the property line so, these requirements are in conflict. Mr. Knarr will search Draft Zoning Ordinance for the 5-foot reference and revise accordingly so both ordinances are in agreement.
- Table: It was agreed to remove the “* or the closest edge...” reference since it is a redundant language previously mentioned.
- Sec. 318-27.I.2 - Side & Rear Yard Landscape Strip: Mr. Knarr will make a recommendation.

- Sec. 318-27.I.3.A - Interior Landscaping: It was agreed this section is worded awkwardly and will be revised by Mr. Knarr.
- Sec. 318-27.I.3.B.i - End of Parking Space Row Landscaping: It was agreed that Mr. Knarr will research and recommend dimensional definitions for minimum length & widths of required end of row landscape planters.
- Sec. 318-27.I.3.B.ii - Change “travel lanes” to “travel aisles.”
- Sec. 318-27.I.3.C and D - Total Area of Parking Lot: Combine these two sections and move to the beginning of 318-27.I.3.
- Sec. 318-27.I.3.E - Trees: Remove “mature” and replace with a minimum trunk diameter size required at 4.5-feet of height at the time of planting.
- Sec. 318-27.I.3.F - Wheel Stops & Curbing: Change “insure” to “ensure.”

Communications: None

Other Business: None

Adjournment:

A Motion was made by Steve Ricker, seconded by Mark Smith, to adjourn the meeting at 9:02 p.m. **Motion Carried.**

Respectfully Submitted,

Roger E. Powl
Borough Manager