

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

Wednesday April 6, 2016

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, Joe Templin, and Gretchen Van Scyoc were present. Borough Manager Roger Powl and Frank Chlebnikow of Rettew Associates were also present.

Public Comment: None

Approval of Minutes:

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to approve the February 3, 2015 meeting minutes as written. **Motion Carried.**

Action & Discussion Items:

1. Citizens Fire Company No. 1 – Final Land Development Plan:

Josh Weaber from Steckbeck Engineering was present to represent the plan. Mr. Weaber explained the four waiver requests being sought from the Palmyra Subdivision & Land Development Ordinance (SALDO). The first two items involving the required developer's agreement and improvement guarantee are not necessary since the Borough owns the property and has secured financing for the project. Mr. Weaber is requesting that the minimum parking space size be reduced from the required 8' X 22' to 8' X 20' to stay consistent with what was approved for the Borough's Municipal Complex Plan. Ms. Van Scyoc asked what size the existing parking spaces are at the municipal building and Mr. Weaber confirmed that the parking spaces are 8' X 20'. Mr. Hartman asked Mr. Weaber if he sees any problems with cars being able to back out of the shorter spaces and Mr. Weaber explained that most developments they design in other municipalities the standard parking space size seems to be 9' X 18' so, he sees no issue with shortening the spaces by two feet. Mr. Weaber explained that the final waiver sought deals with reducing the required five (5) foot minimum curb radius to a four (4) foot minimum curb radius in order to also match what was approved with the Municipal Complex plan. Mr. Chlebnikow confirmed that Rettew concurs with all of the waivers requested. Mr. Weaber explained that due to some budget constraints some changes were made to the building. The width of the building was reduced by 15-feet, some sidewalk changes were made around the building, and the 10,000-gallon cistern was eliminated from the project. Mr. Hartman asked how washing of apparatus will be conducted minus the cistern and Mr. Weaber explained that washing will now occur with potable water in the bay areas that will have trench drains to capture the run-off and send it into the sanitary sewer system as required under the DEP MS4 stormwater permit. Ms. Van Scyoc asked if an oil separator will be required, and Mr. Weaber was unsure since that portion of the project would be designed by the mechanical engineers working on the interior design of the building. Mr. Chlebnikow explained that Rettew has reviewed the revised plan and the only outstanding items have to do with the waivers outlined by Mr. Weaber, and some administrative comments and signatures that will still be needed. Mr. Chlebnikow asked if Mr. Weaber was also going to ask for a waiver from the Palmyra Stormwater Management Ordinance, and Mr. Weaber explained that a waiver was needed for the required stormwater agreement, which is not necessary since the Borough is providing the maintenance to the stormwater facilities throughout the Municipal Complex. Mr. Hartman asked for confirmation that stormwater is not to be reviewed under the SALDO but, instead, via a separate stormwater management ordinance and Mr. Powl confirmed that arrangement. Mr. Hartman asked Mr. Weaber to have his surveyor notate, on the Existing Conditions plan, a missing bearing on the front line along Walnut Street, and, on the Recorded Plan that created the three Municipal Complex lots, notate a total distance to the right-of-way line for the two side lot lines to clarify those

dimensions for folks who may need to prepare a deed description in the future. Ms. Van Scyoc asked if the Borough was going to be losing parking spaces as a result of the new firehouse, and Mr. Weaber explained that three spaces will be lost where an access drive to the rear garage bay doors will be constructed. Mr. Powl noticed on the plan that the concrete ramp was still not shown going all the way to the edge of Walnut Street, and Mr. Weaber explained that he was unaware that the fire company had requested that, and he will follow-up with Pyramid Construction and SGS Architects to verify the extension of the concrete ramp to the road edge.

A **Motion** was made by Jim Hartman, seconded by Mark Smith, to make a recommendation to Borough Council to approve the following waivers requested from the Palmyra Subdivision & Land Development Ordinance (SALDO):

- Section 318-16.F(9) – Improvement Guarantee
- Section 318-16.F(12) – Land Development Agreement
- Section 318-27.B(1) – Minimum Parking Space Size (8’X22’ required; 8’X20’ proposed)
- Section 318-27.F – Minimum Curb Radius (5-feet required; 4-feet proposed)

Motion carried.

A **Motion** was made by Jim Hartman, seconded by Mark Smith, to make a recommendation to Borough Council to approve the following waiver requested from the Palmyra Stormwater Management Ordinance:

- Section 310-29 – Maintenance Agreement for Privately Owned Stormwater facilities.

Motion carried.

A **Motion** was made by Jim Hartman, seconded by Mark Smith, to make a recommendation to Borough Council to grant conditional approval of the Citizen’s Fire Company No. 1 Final Land Development Plan, contingent upon: 1) all comments contained in the Rettew letter dated April 1, 2016 being satisfied, and; 2) all comments from the discussion during the Planning Commission meeting being satisfied. **Motion carried.**

2. Wireless Communications Facilities Ordinance for “Distributed Antenna Systems”:

Mr. Chlebnikow explained that he reviewed the Warwick Township proposed ordinance and found it to be a refreshing quick fix to deal with these small cell sites. He explained that he feels the language is a nice approach to dealing with the issue of these small cell towers popping up in a public right-of-way, or on private property areas. The Planning Commission members explained that have not taken the time to thoroughly review the ordinance language and will do so in time for the next meeting. Mr. Hartman announced that he will be absent from the May meeting, and asked that one of the other members take the lead in that discussion at the next meeting.

Communications: None.

Other Business:

1. Steve Ricker asked if the Highway Garage property at N. Forge & E. Broad St is for sale, and Mr. Powl explained that it is in order to generate the funds necessary to pay for a new structural steel/pole building to be built at the former wastewater treatment plant property in order to consolidate the Borough’s public works operations into one property.
2. Jim Hartman asked Mr. Powl what happened with his idea of converting the former wastewater treatment plant into a stormwater filter, and Mr, Powl explained that he consulted with sanitary sewer engineer Dale Shope to look at that question in greater detail and it was learned that the huge aeration tanks that were

thought to be able to be used as stormwater retention basins to hold stormwater for treatment before being pumped to the Killinger Creek were connected to the sewer system EQ Basin to serve as an emergency overflow, therefore, those tanks could not be used for stormwater, which made the whole idea economically unfeasible at that point.

3. Steve Ricker asked Mr. Powl for an update on the sinkhole repairs currently underway at the 900 Block of East Maple Street.
4. Steve Ricker asked Mr. Powl for an update on the sinkhole situation in the 300 Block of East Cherry Street.

Adjournment:

A **Motion** was made by Gretchen Van Scyoc, seconded by Mark Smith, to adjourn the meeting at 7:37 p.m.
Motion carried.

Respectfully Submitted,

Roger E. Powl
Borough Manager