

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

Wednesday July 1, 2015

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

**Approval of Minutes:**

Ms. Van Scyoc announced that there was not a quorum of the Planning Commission present, therefore, the minutes could not be approved, and the Planning Commission could not take any action at this evening's meeting.

**Public Comment:** None

**Action & Discussion Items:**

1. **ShadowStone – Spruce Street Entrance Plan:** Mark Johnson of RGS Associates was present to represent ShadowStone. Mr. Johnson explained that ShadowStone recently purchased a dilapidated duplex unit that existed at the southwest corner of the intersection of North Railroad Street and West Spruce Street and demolished the structure. He explained that ShadowStone now intends to join the two duplex lots together into one lot and then join the new lot with the adjoining ShadowStone development property in order to establish a second "gateway entrance" into the ShadowStone development similar to the entrance at Cedar Street with a new stone wall type entrance sign. Mr. Johnson explained that three new manufactured housing units with new permanent foundations are proposed be placed onto the new lot. Two of the units will be attached permanently together at the garages and the third unattached unit will serve as a model home/office for the ShadowStone community. Mr. Johnson explained that he is requesting a waiver from the requirements of preparing, submitting, and obtaining approval of a land development plan because he feels that by removing two existing structures and installing three new units, basically an addition of one unit, does not constitute a land development. He further explained that ShadowStone is partnering with the Borough on a significant stormwater management improvement project and the associated piping will pass directly adjacent to the project site on its way to a new discharge point into the existing ShadowStone detention basin that will be re-worked as a sediment forebay before the water is then released into a new wetlands area to be created on the southern portion of the adjacent Ridge Road park property, therefore, a stormwater management plan will not be necessary since any run-off will be directed into the new stormwater system. Mr. Johnson expressed that the land development and stormwater management requirements to develop a small project like the one being proposed is very onerous on the developer. Ms. Van Scyoc responded that most Borough residents do not have the resources available to them that Mr. Johnson's client does, and they would be subject to the same standards, therefore, it would be just as onerous on anyone proposing site improvements on property they own. Ms. Van Scyoc asked for clarification on the number of dwelling units being proposed for the eight (8) parking spaces proposed, and Mr. Johnson confirmed that three (3) parking spaces are needed for each dwelling unit and two spaces are needed for the single-family unit for a total of three (3) dwelling units and eight (8) total parking spaces. Mr. Templin asked how the duplex unit would be attached and Mr. Johnson explained that the single-car garages will be joined together to form the duplex. Ms. Van Scyoc asked if the alley parallel to N. Railroad St was being considered a front-yard setback and Mr. Johnson explained that the sketch shows the new dwellings setback according to the rear-yard setback requirements with the frontage along Spruce St. & N. Railroad St serving as the front-yard setbacks for a corner lot. Ms. Van Scyoc requested that calculations for gross lot area be checked

and verified that the lot area calculations were done according to the definition of gross lot area and net lot area in the Zoning Ordinance. Ms. Van Scyoc expressed a major concern of what appears to be the curbing for the parking lot extending approximately five (5) feet into the right-of-way of the public alley and Mr. Johnson explained that the intent will be to match the curbing to the edge of the alley pavement or surveyed right of way and will not encroach into the alley. Ms. Van Scyoc asked if there would be a request to vacate the alley and Mr. Johnson confirmed that the alley will not be requested to be vacated. Mr. Chlebnikow explained that Rettew performed an abbreviated review due to the possibility of a waiver of preparing and submitting a plan is possible in this case. He asked how stormwater will be handled prior to the construction of the new Borough conveyance system, and Mr. Johnson explained that Mr. Wagner is willing to wait on the installation of the duplex units for a period of one (1) year so that the additional 7,000sq' of impervious surface area associated with the new duplex units is not installed until the Borough's new system is installed. Mr. Chlebnikow also asked Mr. Johnson to think about a "plan B" in the event that for some reason the Borough's system is prevented from being installed at all. Mr. Chlebnikow also referenced the Borough Solicitor's review letter dated June 27<sup>th</sup> and explained that Rettew would await direction from the Borough before completing any additional review work so as not to waste anyone's resources at this point. Mr. Johnson asked if the Planning Commission felt the plan is dealing with three front yard setbacks and Mr. Chlebnikow explained that it will be critical, since Mr. Johnson identified the list of variances needed himself, that the Borough Zoning Officer review the plan for all Zoning related issues. Ms. Van Scyoc asked if ShadowStone was scheduled to appear before the Zoning Hearing Board and Mr. Powl confirmed that the hearing has been scheduled and advertised for Monday July 20<sup>th</sup>.

2. Stormwater Management Ordinance – Amendment:

Mr. Powl explained that, as was discussed at the previous Planning Commission meeting, the Stormwater Management Ordinance does not contain language that specifies how, or who, has approval and signature authority for stormwater management plans submitted to the Borough for review and approval. Mr. Chlebnikow explained that in South Hanover Township Rettew serves as the Township Engineer and Rettew has approval power on the stormwater management plans and the governing body has approval power on the associated Operations & Maintenance agreements, and the Township Manager has signature authority on anything that requires a signature for recording at the County Courthouse. The Planning Commission agreed with Mr. Powl's suggestion of having Rettew provide the necessary language to make the stormwater management ordinance approval process similar to South Hanover Twp's. Mr. Powl explained that the Borough's entire Code of Ordinances were in the process of being reviewed, updated, and re-codified through General Code Publishers, therefore, this change could be made part of the overall re-codification project and will not require the preparation and advertisement of a separate ordinance.

3. Wireless Communications Facilities Ordinance:

Mr. Powl explained that Mr. Templin brought the issue of smaller "Distributed Antenna System" issues in other municipalities to his attention so, he asked for the Planning Commission's opinion as to whether the Borough should go through the exercise and incurring the cost of having the Borough's ordinances reviewed to properly regulate these facilities that are typically installed within existing right-of-ways. Mr. Chlebnikow explained that these towers are typically 4'-5 foot tall masts attached to existing utility poles, or, 25-45 foot tall stand-alone fiberglass poles installed where existing utility poles are unavailable. He explained that the purpose of these DAS antennas is to increase data transfer capacity versus increasing cell phone coverage area that is tasked with the taller 100' – 250' traditional cell towers. Mr. Chlebnikow explained that the CAPCOG (Capital Area Council of Governments) is working with the Cohen Law Group, who is offering a free review of existing ordinances, and, if ordinance updates are necessary, the more municipalities that join the effort will proportionately lower

the cost of preparing and implementing the ordinance updates. The Planning Commission suggested further discussion at next month's meeting.

**Communications:** None.

**Other Business:**

1. Joe Templin inquired about the damaged traffic signal pole at Main & Railroad Street. Mr. Powl explained that a witness reported the incident and the Police Department was able to track down the C. R. England tractor-trailer truck that struck and damaged the pole. Mr. Powl explained that after the insurance companies complete their work for the claim, the traffic signal upright post will be replaced.
2. Frank Chlebnikow explained that he is not available to attend the August 5<sup>th</sup> meeting but, another representative from RETTEW will be present to assist the Planning Commission.

**Adjournment:**

The meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Roger E. Powl  
Borough Manager