

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

Wednesday August 6, 2014

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 Chris Knarr of RETTEW Associates were also present.

Approval of Minutes:

A Motion was made by Gretchen Van Scyoc, seconded by Mark Smith, to approve the July 2, 2014 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 he contacted plan engineer Brent McFeaters of Matthew & Hockley Associates to get an update on the status of this plan since there has been no communication and no Zoning Hearing Board application filed for the zoning variances needed for the plan since the previous time extension is set to expire on August 30th. He explained that Mr. McFeaters provided a time extension letter dated 5/26/14 granting an extension of time to review the plan from 5/30/14 to 8/29/14.

A Motion was made by Mark Smith, seconded by Steve Ricker, to make a recommendation to Borough Council to grant a 93-day extension from August 29, 2014 to November 30, 2014 for the review of the Sheriff Final Subdivision Plan.

2. ShadowStone Sketch Plan:

Mark Johnson from RGS Associates was present to explain a rough sketch plan for the ShadowStone development showing two new manufactured housing units being installed within two existing street stubs leading to the west into North Londonderry Township. Mr. Johnson explained that expansion into North Londonderry Twp is no longer a possibility, therefore, the street stubs are no longer needed and two new units can be placed there. Mr. Johnson said he will be seeking a waiver of having to prepare and submit a land development plan. Mr. Hartman explained that in the general notes on the original ShadowStone plan, it clearly states that if the street stubs are no longer needed, two new units would be placed there. Mr. Knarr explained that the proposal meets the threshold for requiring a plan to be prepared and submitted, however, the impact of the proposal is minimal, therefore, a waiver could be considered if revised stormwater calculations would be submitted, and any zoning issues resolved. Mr. Johnson explained that two stormwater management pipes will need to be relocated within easements and asked if that could be accomplished via the issuance of new plats versus a fully engineered plan. Mr. Hartman said the Planning Commission does not have an issue with the proposed two new units but, expressed that additional technical data will need to be submitted for review in the future before a final decision could be made on the request for a waiver for preparing and submitting a plan.

3. Palmyra Draft Zoning Ordinance - Palmyra SALDO Amendment:

Mr. Knarr delivered the revised copy of the SALDO amendment to the Planning Commission. He reiterated that the goal of this amendment was to make the SALDO and the proposed Draft Zoning Ordinance more comparable by shifting some items around between the two ordinances in order for developers to be able to ask the Planning Commission for waivers from the provisions of the SALDO

versus variance applications before the Zoning Hearing Board, which are much more difficult to obtain. Mr. Knarr then highlighted and explained the following changes made to the SALDO amendment:

Revision #1 - Definitions: Sinkhole: The definition should be further expanded to include additional causes of sinkholes.

Revision #2 - Section 318-15.C - Steep Slopes: Mr. Knarr confirmed that the entire steep slopes section has been struck.

Revision #2 - Section 318-15.C(9)(b)(1)(c): strike "and" after "Lineaments."

Revision #5 - Section 318-25.B - Sinkhole Remediation: Under "iii" references to Rapho Township need to be changed to Borough of Palmyra. Mr. Hartman asked for clarification on the section "iii(B)" and Mr. Knarr explained that he would remove "iii(A)" and would modify "iii(B)" to require a developer to engage the services of a professional geotechnical engineer within 3- business days of a sinkhole emergence; within 5-business days the sinkhole would be repaired according to the mitigation plan, and; within 10-business days, submit a mitigation report by a qualified geotechnical engineer of the mitigation or repair measures performed.

Revision #5 - Section 318-25.B(2)(b)(2)(a)(vii) - Hazardous Materials: Hazardous materials storage tanks should be required to have leak detection. Mr. Knarr will check if such requirements exist in the Draft Zoning Ordinance, and make any necessary revisions.

Revision #5 - Section 318-25.B(2)(a) - Important Natural Features: Mr. Hartman asked if "10-feet in length" be changed to "10-feet in width"? Mr. Powl suggested just striking "in length" or "in width" all together to avoid any confusion.

Revision #5 - Section 318-25.B(2)(b)(2)(b)(iii)(F): Add "of" after "copy" and add "by" after "sealed."

Revision #10 - Section 318-27.I(2) - Side and Rear Yard landscape Strips: Add "a" after "Where" and strike "a" after "rear."

Revision #10 - Section 318-27.I(1) - Front Yard Landscape Strip: Remove "access drives" or include in the chart table. Mr. Knarr recommended adding to the chart table. That way, developers will be able to ask for a waiver if needed.

Revision #10 - Section 318-27.I(2) & I(3) - Side & Rear Yard Landscape Strips & Interior Landscaping: After being asked for clarification, Mr. Knarr explained that the provisions of these sections prevents a "sea of blacktop" being installed in front of a new building.

Revision #12 - Section 318-27.L - Separation from Street Right-of-Way and Walkways: Mr. Knarr confirmed that this is a new section since the current SALDO section stops at 318-27.K. "Parking spaces shall be not permitted" should be changed to read "shall not be."

Section 4: "This Ordinance shall become as is provided by law." The Planning Commission asked the Borough Solicitor to review and approve this language.

Mr. Knarr asked, and the Planning Commission confirmed, that they believed that the professional standards were acceptable concerning sinkholes. Parking design standards would be checked versus those listed in the Draft Zoning Ordinance. Mr. Knarr explained that the reference in Revision #3(6) to Section 303.A of the Palmyra Borough Stormwater Management Ordinance was the result of the Sinkhole Moratorium Assessment conducted by RETTEW in 2011.

Communications: The Planning Commission reviewed a letter dated July 16, 2014 regarding a proposed amendment to the Derry Township Comprehensive Plan and did not generate any comments to return to Derry Township.

Other Business:

1. Mr. Powl explained that the Borough has received a \$200,000 Community Conservation Partnerships Program (C2P2) Grant from the PA Dept of Conservation & Natural Resources (DCNR) for the reconstruction of Fireman's Park. He explained that as part of the designed plan, a new paved main entrance and parking lot would be constructed into the park via an extension of an undeveloped stub of road right of way for N. Lincoln Street on the south side of Spruce Street. Since the Borough has not improved the right-of-way within 20-years of the right-of-way being laid out on a subdivision plan, the Borough Code says the Borough has lost its right to freely develop the road right of way and will need to seek permission from the adjacent private property owners. According to the Borough Solicitor, if the private property owners do not agree to sign a QuitClaim deed for the right of way, the Borough would technically be required to prepare and submit a subdivision & land development plan for review and recording at the County Courthouse. Mr. Powl asked the Planning Commission if they would be comfortable granting a waiver to the Borough for preparing and submitting a subdivision plan, and the Planning Commission agreed.
2. Mr. Ricker asked about the construction activity that is currently ongoing at the rear of 310 E. Main Street. He said it appears a garage is being torn down and expressed concern that the only green space remaining on the lot will be removed to make an additional parking area. Mr. Powl will check with Light-Heigel to see if they were contacted regarding any necessary permitting before the work commenced.
3. Mr. Hartman questioned how a U-Haul truck rental facility was established to the rear of the Cinderella Shop at 130 W. Main Street in the C-1 Retail Business District that has no off-street parking available to store the rental vehicles on. Mr. Powl said the police had investigated the trucks parked on the street and they were all found to be registered, inspected, and parked the appropriate distance from intersections so, there was nothing that they could do to have the trucks removed from the public street. Mr. Knarr commented that the use does not seem to be compatible with the C-1 District permitted uses. Mr. Powl will follow-up with Light-Heigel for further investigation.

Adjournment:

A Motion was made by Steve Ricker, seconded by Gretchen Van Scyoc, to adjourn the meeting at 8:32 p.m.
Motion Carried.

Respectfully Submitted,

Roger E. Powl
Borough Manager