

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

Wednesday November 5, 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, and Gretchen Van Scyoc were present. Borough Manager Roger Powl and Lauren Zumbrun of Rettew Associates were also present. Joe Templin was absent.

Approval of Minutes:

A Motion was made by Gretchen Van Scyoc, seconded by Mark Smith, to approve the October 1, 2014 meeting minutes as written. **Motion Carried.**

Public Comment: None

Action & Discussion Items:

1. Palmyra Draft Zoning Ordinance - Public Input:

Mr. Hartman explained that tonight's meeting was advertised as a special meeting to seek public input regarding the Draft Zoning Ordinance to satisfy the requirements of the Pennsylvania Municipalities Planning Code relative to the enactment of new or revised zoning ordinances. With no public in attendance, other than members of the Press, there was no public input presented.

Ms. Van Scyoc presented three issues for discussion:

- a. She explained that the Municipal Directory on the inside of the front cover is badly outdated. Mr. Powl explained that the Borough was provided with the Word file and could easily update this page.
- b. On p. 252, first sentence, the "e" is missing in front of "stablishment."
- c. The street names on the Zoning Map are still not located on top of the streets so named. Mr. Powl will check to see if Mr. Roth provided the digital GIS file for the Zoning Map and will provide it to Ms. Zumbrun in order for Rettew to create a more accurate map. Ms. Zumbrun suggested that Rettew could easily create a new Zoning Map if the digital GIS files are not available.

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

Mr. Powl explained that he contacted Matthew & Hockley Associates concerning this plan to ask for a status update and to remind them that a time extension request letter was necessary for action at this evening's meeting, otherwise, he would recommend that the plan be denied, which would force the applicant to resubmit a revised plan if/when it is prepared. Mr. Powl explained that Matthew & Hockley assured him that the plan was being revised, and the Planning Commission agreed to recommending yet another time extension for the review of the plan.

A Motion was made by Mark Smith, seconded by Steve Ricker, to make a recommendation to Borough Council to grant a 91-day extension from November 30, 2014 to February 28, 2015 for the review of the Sheriff Final Subdivision Plan.

3. White Oak Display Preliminary/Final Land Development Plan:

Mr. Powl explained that the White Oak plan was submitted today. He processed the plan and deemed it to be a complete submission. Copies of the plan were provided to the Planning Commission members for their review and reference. A copy of the plan and all associated reports was provided to Ms. Zumbrun for the Borough Engineer to begin their official review of the plan. Mr. Powl explained that if

review comments are returned by the Borough Engineer, Solicitor, and Zoning Officer within enough time to be provided to the Planning Commission members for their review prior to the next meeting, the White Oak plan will likely appear on the December meeting agenda for discussion with the developer's engineer present.

Communications:

1. The Planning Commission discussed a letter dated 10/24/14 from Derry Township concerning a proposed change to the Derry Township Comprehensive Plan Future Land Use Map for multiple parcels located along Middletown Road, changing them from Ag Conservation (A/C) to Village Residential (VR) designation. The Planning Commission agreed that the proposed changes have no possible impact to the Borough and requested Mr. Powl send the appropriate correspondence back to Derry Township.

Other Business:

1. Mr. Powl presented the Planning Commission with the proposed 2015 Meeting Schedule, which continues the meetings on the first Wednesday of each month. Ms. Zumbrun confirmed that she has no other meeting conflicts the first Wednesday of each month. The Planning Commission agreed with the proposed meeting schedule.
2. Mr. Ricker asked if construction of the new Sheetz Plan was being delayed due to the possibility of Sheetz seeking a liquor license for the new store. Mr. Powl responded that he has heard nothing concerning a liquor license for Sheetz or anyone else for that matter. He explained that he is not aware of any liquor licenses that are currently available in the County. Mr. Powl explained that he believed the delay in the plan still had to do with PennDot Highway Occupancy Permit issues.
3. Mr. Hartman asked whether Light-Heigel has provided an update concerning the fuel pump that Mr. Templin reported as sinking at the Turkey Hill along W. Main St. Mr. Powl reported that he did notify Light-Heigel of the concern but, has yet to hear a response. He will follow-up with Light-Heigel and report back to the Planning Commission members via e-mail.

Adjournment:

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to adjourn the meeting at 7:20 p.m. **Motion Carried.**

Respectfully Submitted,

Roger E. Powl
Borough Manager