

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

Wednesday December 3, 2014

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

Approval of Minutes:

A Motion was made by Steve Ricker, seconded by Joe Templin, to approve the November 5, 2014 meeting minutes as written. **Motion Carried.**

Public Comment: None

Action & Discussion Items:

1. White Oak Display Preliminary/Final Land Development Plan (400 E. Spruce Street):

John Snyder of RGS Associates, Inc. was present to represent the plan for White Oak Display. Mr. Snyder explained that the purpose of this plan is for White Oak Display to obtain approval to build a new 40,000 square foot warehouse at their existing location in order to abandon a similar sized warehouse they are currently operating in North Londonderry Township. This is being done to maximize efficiency by eliminating double-handling and the trucking of finished product between the current manufacturing building on Spruce Street and the warehouse in North Londonderry Twp. The new warehouse will enable finished product to be stored at the manufacturing facility and loaded onto trucks once to be shipped directly to their customers. Mr. Snyder explained that the applicants appeared before the Palmyra Zoning Hearing Board on July 21, 2014 and received approval of side yard, screening, and lot coverage variances necessary for construction of the warehouse at 400 E. Spruce St. Mr. Snyder asked Mr. Powl to provide clarification to him concerning the Zoning Hearing Board decision provided by Solicitor Tom Harlan regarding the side-yard setback approved. The applicants requested a reduction in the side-yard setback from the required 100-feet to 14.72-feet, however, the neighboring property owner, Jay Horst, was present at the hearing and an agreement to provide a 30-foot setback was reached, however, the decision is not clear on this. Mr. Ricker explained that the plan appears to be shown with a side-yard setback of 30-feet and Mr. Snyder confirmed that the plans were drawn with a 30-foot side-yard setback as a result of the agreement at the zoning hearing. Mr. Snyder also explained that the new warehouse will not increase vehicular traffic, will not have additional employees, and no additional sewer connections will be necessary. Mr. Snyder explained that there is an existing sinkhole and new sinkhole potential to the rear of the proposed building addition that will be studied by geotechnical experts in the coming weeks for recommendations on a permanent repair. Mr. Snyder explained that they have no issue with any of the comments contained in the review comment letters and asked the Planning Commission to consider granting a conditional approval of the plan at this evening's meeting. Mr. Smith asked where the stormwater roof run-off is proposed to go from the new building addition and Mr. Snyder explained that it would be collected and conveyed between the two sinkholes to a clay lined level spreader area to the rear of the property where the existing stormwater is already flowing to. Mr. Smith wondered that if the new building needed to be shifted forward due to sinkhole concerns, would the shift affect any parking requirements and Mr. Snyder confirmed that there is adequate space to shift the building without any impact to parking. Ms. Van Scyoc questioned the Rettew comment concerning the separation of the driveways and Mr. Snyder explained that there are currently three driveways and after the project is complete there will only be two driveways that will not meet the separation distance

requirements listed in the Palmyra SALDO, and he requested consideration of waiver to allow approximately 110-feet between the two driveway entrances. Mr. Snyder said truck turning movement templates were prepared to verify the widening of one of the driveway entrances is necessary for access by delivery & fire trucks, and he committed to forwarding those templates to Rettew for review. Mr. Smith asked if the western most driveway would create any conflict with the Northside Elementary School while school is in session, and Mr. Snyder confirmed that there will be no conflict, and the School District provided a letter of recommendation of approval for the Zoning Hearing Board. At Ms. Zumbrun's suggestion, the Planning Commission asked Mr. Snyder to prepare the waiver request in writing so that it would be properly documented for approval, and Mr. Snyder complied with that request.

A **Motion** was made by Steve Ricker, seconded by Mark Smith, to approve a waiver of Section 318-26.T(2) to allow a separation distance of 110-feet between the existing driveway entrance centerlines. **Motion carried.**

Ms. Van Scyoc expressed that due to the numerous review comments, and resulting necessary revisions, that she is recommending that no action be taken on the plan at this evening's meeting. Ms. Zumbrun explained that most of Rettew's review comments are very administrative in nature, therefore, the Planning Commission could consider granting a conditional approval contingent on all of the comments in all of the review letters being satisfied, or, it may be more comfortable to table action at this meeting to allow some time for the revised plans to be submitted and reviewed prior to further discussion at the January meeting. Mr. Snyder explained that he should not have any trouble incorporating the review comments and providing a revised copy of the plan within the next two weeks for further discussion at the January meeting. He then asked the Planning Commission to consider a waiver of the requirement of having to submit separate preliminary and final plans in order to allow just one final plan to be prepared, submitted, and reviewed for approval. Ms. Zumbrun said Rettew would support such a waiver.

A **Motion** was made by Steve Ricker, seconded by Joe Templin, to approve a waiver of Section 318-10.A(3) so that a preliminary plan will not be required to be prepared, submitted, and reviewed. **Motion carried.**

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to table any action on the White Oak Display Plan until the January 7, 2015 meeting date. **Motion carried.**

2. Spruce Village Plan - Request to Add Storage Buildings:

Developer Jay Horst is requesting permission to add six (8'x 36') and three (8'x30') storage sheds to his Grace Meadows Apartment complex that was originally submitted, reviewed, and approved as the Spruce Village Final Land Development Plan by the Lebanon County Planning Department. Ms. Zumbrun explained that the Planning Commission has two options to consider to enable Mr. Horst to build/place the storage sheds since the plan has already recorded. The first option would be to consider the sheds as accessory buildings to the principal apartment buildings, which would require obtaining zoning permits through the Zoning Officer. The second option would be for the Planning Commission to require submission of a revised final plan, which would be a considerable amount of work and cost to Mr. Horst since he would have to bring the plan into compliance with Palmyra SALDOI since the recorded plan was prepared, submitted, reviewed, and approved according to the Lebanon County SALDO. Mr. Powl explained that at a minimum Mr. Horst will have to comply with the Palmyra Stormwater Management Ordinance since he is proposing to add more than 600-square feet of new impervious surface coverage. After some discussion, the Planning Commission requested Mr. Horst provide the following additional information prior to next month's meeting: 1) Design details of the buildings, including interior & exterior dimensions, layout, door types, permanent foundation or not, etc.; 2) Confirmation that storage

buildings will be used by the tenants only; 3) Confirmation that no parking spaces will impacted, and that no grade changes are being made, and; 4) Reports submitted in compliance with the Palmyra

Stormwater Management Ordinance indicating that sufficient stormwater management facilities exist to handle the additional run-off from the storage buildings since more than 600-square feet of new impervious surface is being proposed. The Planning Commission also inquired if the propane tanks for the associated gas grills are legally able to be stored within the proposed storage buildings.

Communications: None

Other Business:

1. Mr. Ricker asked for an update on construction of the new Sheetz store. Mr. Powl explained that the agreements between the developer and the Borough for the PennDot Highway Occupancy Permit and for the maintenance of stormwater management facilities are being finalized between the developer's attorney and the Borough Solicitor. Mr. Powl also explained that he was informed that Sheetz would like to start the underground utility work as soon as possible before winter weather prevents them from doing so. Ms. Van Scyoc asked what the new "towers" were for in the corners of the current Sheetz parking lot, and Mr. Powl responded that the towers are video surveillance cameras to help Sheetz deter theft, physical altercations, fender benders, etc.

Adjournment:

A **Motion** was made by Mark Smith, seconded by Steve Ricker, to adjourn the meeting at 7:52 p.m. **Motion Carried.**

Respectfully Submitted,

Roger E. Powl
Borough Manager