



**EAST PETERSBURG BOROUGH PLANNING COMMISSION
MEETING MINUTES
JANUARY 19, 2017**

Chairman John Schick called the meeting to order at 7:00 P.M.

Roll Call: John Schick, John Wolf, Rory Buckwalter, David Keener, John Kerchner, William Pfautz, and Zoning Officer Ed Fisher,

Approval of Minutes

- It was moved and seconded (John Wolf/John Kerchner) to approve the minutes of the March 2016 meeting, with unanimous approval by the Board.
- It was moved and seconded (John Wolf/John Kerchner) to approve the minutes of the October 2016 meeting, with unanimous approval by the Board.

Visitors: See attached sign in sheet for full list

Public Comment:

1. Marvin Stauffer, asked if there were any updates on the Graystone Road Development. Mr. Fisher said that no plan has been filed at this point. He explained there was a meeting with Penndot to discuss what they are looking for, which means it is still progressing along, and they will probably file a plan in the next couple of months that will include all of the detail and requirements of the size of the lots.

New Business:

1. **Review Application of Herman (Randy) Rannels II, regarding the property at 5940 Geneva Drive, in the Low Density Residential District. The applicant is requesting a Special Exception for a Major Home Occupation under Section 360.B.1 Uses and Section 403.8 Home Occupations of the Zoning Ordinance:**

Mr. Fisher explained that the applicant is going to replace Geneva Bakery with a Bike Shop. He will be doing repairs and some sales by appointment. It will not be open to the public. This would fall under a Major Home Occupation and is permissible with a special exception, which they can only be received from the Zoning Hearing Board. They were previously granted a special exception for the Bakery, which has moved to a new location. The kitchen equipment has been removed from this location. The bike shop is a new use, so that is why a new special exception is required.

The space was originally a garage, approximately able to hold four cars. The outside garage door will remain the same and there will be no outside storage aloud. They are allowed to have a small sign 2' x 2', if they choose to. He will be operating by appointment only.

Tom Brommer, asked if the Bike shop would have business hours. Mr. Fisher explained that the applicant will have to testify to the fact that they will not have retail hours. He is asking for a special expectation which will allow him to have customers

come and go by appointment only. The Ordinance states that there are no business hours allowed between 9:00 p.m. and 7:30 a.m.

It was moved and seconded by (J. Kerchner/R. Buckwalter) to recommend to the Zoning Hearing Board a favorable approval for the application regarding 5940 Geneva Drive, for the Major Home Occupation Special Exception, motion carried with a 5-1 vote (W. Pfaultz).

Member Pfaultz felt he did not have enough information to make a favorable approval.

2. Review Application of Jason and Joy Weiler regarding the property at 1920 Linden Street, in the Medium Density Residential (R-2) District. The applicant is requesting a Special Exception for a Unit of Care under Section 403.13.f of the Zoning Ordinance:

Mr. Fisher explained that it is an existing garage that had a sun room added onto the back of the garage. They are proposing to add a 16' X 24' addition onto the sunroom and convert the entire area of the sunroom and the proposed addition into a Unit of Care, it would have a living room, kitchen, one bathroom, and a laundry/utility area.

Mr. Fisher explained that this special exception is needed because the addition is not in or attached to the primary dwelling. If this is approved they will need to register every year that the same party is still living there and in need of assistance. The other part of this is it will have to be used for something other than a Unit of Care when it is no longer needed. It will be the responsibility of the property owner to notify the Borough when this happens.

Chairman Schick asked if this use goes away could the addition be rented out in any way. Mr. Fisher explained that apartments are not permitted in this zoning district so they could not legally do that. It would require a zoning variance which would not be approved very easily. Chairman Shcick said it might be a good idea to discuss adding Bread and Breakfast regulations to the Zoning Ordinance.

Mr. Fisher said that they will have to extend the water and sewer from the house to this addition. Member Pfaultz asked if there would be separate utilities. Mr. Fisher explained that because it is still recognized as one principal dwelling the utilities usually remain as one. Mr. Fisher explained that Council may want them to pay a separate utility fee due to the fact that it is a separate unit.

It was moved and seconded by (W. Pfaultz/J. Kerchner) to take no action, motioned carried with a 4-2 vote (J. Schick, D. Keener).

Some of the P.C. Members felt that there was not enough information to make a recommendation.

Mr. Fisher stated that he specifically told the builder to come to this meeting as well as the Zoning Hearing to explain what is going to happen after the Unit of Care is no longer needed.

3. Review and Discuss Updating Demolition Ordinance:

Mr. Fisher explained that Demolition Ordinance breaks down classification; class 1 (highest historic significance), class 2 (some historical significance), and class 3 (everything else). We really only need an inventory of class 1 & 2 for the Ordinance to be effective. The Ordinance states class 3 is 50 years or newer and these would typically have no historical value. Mr. Fisher explained that in the past the Demolition Board has only met a few times and after doing so he feels it would be a simpler process for the Planning Commission to meet to review demolition applications and only for class 1 & 2. Mr. Fisher suggested that they could gain assistance from the historical society or the County. Council would ultimately have the final decision.

After much discussion, it was agreed to start cataloging the properties in the Borough. It was also agreed that the existing Ordinance is a good Ordinance to build off of, but revisions will need to be made. It was also agreed that classifications need to be revised and an inventory completed. Criteria will also need to be determined for what is historic and what is not to properly update the existing Demolition Ordinance. The demolition permit application will need updated to reflect the changes when they are made. The Demolition Ordinance does not and will not regulate materials or colors used on historical buildings. It will only regulate tearing down buildings to preserve the structures.

Member Wolf said Carolyn Wilson, historic preservation specialist with L.C.P.C. was working with the Borough to do an inventory of the historic properties. This process was never completed, but the information gathered is in the Borough's possession. Carolyn is no longer on staff there. It was suggested to reach out to the County for a new point of contact.

Member of the Historical Society that were present said that the new Director, Dave Johnson is writing a book on the history of East Petersburg. It was agreed that he would be a great resource in this process.

Mr. Brommer said that someone did a wonderful job with Manheim's historical inventory. Mr. Fisher said he will find out who did the book for them.

Many P.C. Members and H.S. Members in attendance thought it was a good idea if they were involved with the decision process when the Demolition Applications are received.

Old Business: None

Adjournment: It was moved and seconded (J. Wolf/R. Buckwalter) to adjourn the meeting at 8:25 p.m.

Next meeting date if needed: February 16, 2017

Respectfully Submitted,
Kim Strayer, Recording Secretary



**EAST PETERSBURG BOROUGH PLANNING COMMISSION
MEETING MINUTES
FEBRUARY 16, 2017**

Chairman John Schick called the meeting to order at 7:00 P.M.

Roll Call: Chairman John Schick, John Wolf, Rory Buckwalter, William Pfautz, Vice-Chairman David Keener (Absent), John Kerchner (Absent) and Zoning Officer Ed Fisher,

Approval of Minutes

- It was moved and seconded (J. Wolf/R. Buckwalter) to approve the minutes of the January 2017 meeting, with unanimous approval by the Board.

Visitors: See attached sign in sheet for full list

Public Comments

1. Cappy Panus, asked Mr. Young if he was renting individual office rooms or shared space and how many. Mr. Young explained that each person would have a designated private office with a door and there are eleven of them and one shared conference room. She asked how much parking each office would have, Mr. Young said each office would have one designated parking space located in the rear parking lot located at 1961 State Street. Visitors would park in the rear parking lot located at 1987 State Street.
2. Lauren Houck, asked Mr. Young if there are two or four retail spaces available. Mr. Young explained that most spaces are approximately 200 sq. ft. and they can be rented in combination if more space is needed.
3. Dave Deardorf, asked what will happen with right of way next to his property when they develop the land next to his property on Graystone Road. He has been using the right of way for over 30 years. Mr. Swiernick said that it is not an actual right of way, it is currently owned by the Obers and is part of the proposed conceptual plan for the land subdivision. Mr. Swiernick said that according to the plan it would be a driveway attached to one of the homes. Mr. Swiernick said that there would have to be a cooperative arrangement regarding this issue.
4. Lauren Houck, asked if they will have a geologist look at this site being developed on Graystone Road to evaluate the possibility of sink holes developing. Mr. Swiernick said that the Geologist will look at the site of the proposed stormwater facilities to provide a report as to the suitability and that what they are proposing would not result in a detrimental condition. Mr. Swiernick stated that this has not been finalized yet, but it will be part of the subdivision process.
5. Connie McElwain, asked if the properties that cross the boundaries into East Hempfield would be taxed by both municipalities. Mr. Siernick stated that the owners of those two properties will have to pay taxes to both jurisdictions.

New Business

- A. **Review Application of SEY Enterprises, regarding the property at 1987 State Street, in the Neighborhood Commercial District. The Applicant seeks a Special**

Exception of an Off-Site Parking Plan approval under 602.e.1 of the Zoning Ordinance

After much discussion regarding the application and documents submitted for review to determine if this remote parking is adequate or not:

It was moved and seconded by (J. Wolf/R. Buckwalter) with unanimous approval by the Board to recommend to the Zoning Hearing Board a favorable approval for the application regarding SEY Enterprises, LLC for the property at 1987 State Street for the Special Exception of Section 602.e.1 with the following recommendations:

- 1. The parking plan will be produced to show any proposed and future uses to maximize parking that may or may not be needed or required in the future.*
- 2. Plans should show designated off street loading area.*
- 3. Consider recommendation to having buffers along the proposed parking places on 1961 State Street.*
- 4. Hard surface sidewalk leading from 1961 State Street towards State Street would be installed with appropriate signage directing people to 1987 State Street.*
- 5. Hard surface sidewalk would be installed prior to 1987 State Street being opened.*
- 6. Any agreements for parking would be contingent upon review of the Borough solicitor.*
- 7. No lease at 1987 State Street would extend beyond the initial 4-year term of the parking space leasing agreement.*
- 8. All parking spaces be properly designated and delineated appropriately by bumper blocks/curb stops and signage and maybe another type to designate the width of each individual parking space.*

B. Review Sketch Plan (Concept 6) for Ober Property on Graystone Road

Mr. Swiernick with David Associates stated that the plans have been refined since last presented to the Planning Commission. Mr. Swiernick said that they met with Penndot to review the plans and driveway configurations, and have made changes as it related to Penndot and the Borough requirements for the configuration of Graystone Road. The plans are generally consistent with what was previously proposed. Mr. Swiernick explained they would now like to get feedback on the outcome of the meeting with Penndot and make the Planning Commission aware of how they plan to proceed with the subdivision of the lots with the intent of finalizing the plans.

Mr. Swiernick said that Penndot would like to limit the number of driveways extended onto Graystone Road. They have shown two dwelling units for each driveway that would extend to Graystone Road. There is one unit that would have a single driveway. Another item discussed with Penndot was to have a road side walking path and not curbing. They are proposing to have a paved walking path on both the north and south side of the roadway that will extend across the front of the properties. This will be the beginning of the sidewalk in this area.

Mr. Swiernick stated that the plans continue to propose 19 dwelling units with lots that are in excess of the minimum requirement of 10,000 ft. wide area. The lot width will be 80 ft. The units will be located on the south side of the roadway and the north side with stormwater management to address the increased impervious area.

Mr. Swiernick said they are considering having the Homeowners Association be responsible for the stormwater facilities on the properties. Manager Hemperly asked if they had considered a Plan B for the stormwater facilities responsibility, Mr. Swiernick

said that they could possibly have the owner of the individual lots be responsible. Manager Hemperly recommended looking into that option more. Manager Hemperly explained that another development in the Borough had the Homeowners Association be responsible for the stormwater system and when the Association dissipated the Borough ended up being responsible for the S.W.S. She didn't think Council would be interested in being responsible for the S.W.S.

The field survey update of topography for the site has now been completed.

Chairman Schick said he would like to see a crosswalk installed to allow the school children to cross safely to the bus stop.

Boardmember Pfautz asked if the stormwater studies have been done yet. Mr. Swiernick said that this still needs to be addressed.

Old Business

A. Updating Demolition Ordinance

Mr. Fisher stated that this Ordinance was previously discussed at the January Planning Commission meeting and changes have been made according to that discussion. The Borough is proposing the Planning Commission would review all future Demolition applications for Class 1 and 2. Some of the changes that have been made include:

1. An addition on the first page where it says, Boundaries Historical Recourses; "As defined by the Ordinance" was added.
2. On the second page a change was made to say the Planning Commission will review all class 1 and 2 (class 3 will not need to be reviewed) Demolition applications as an advisory Board to make any recommendations including conditions or restrictions as needed, Council will make any final decision.
3. For the sake of the Ordinance the historic overlay district will be the entire Borough, therefore it was questioned if it may be less confusing to just remove it from the Ordinance completely.
4. Houses that are 75 years or newer will be classified as Class 3
5. Under Review Procedure it was added to say that the Planning Commission may ask assistance in review of applications by the Historical Society or other historical resources as needed or desired.
6. It will be added to say that Demolition applications with all necessary paper work will need to be submitted no later than 30 days prior to the Planning Commission meeting date.
7. Under Revisions (section 5.d) it will be changed to say the inventory map will be updated by Resolution. We will use what we have at this point for the inventory.
8. A final copy with the revisions will be reviewed at the next P.C. meeting.

Adjournment: It was moved and seconded (R. Buckwalter/J. Wolf) to adjourn the meeting at 9:25 p.m.

Next meeting date if needed: March 16, 2017

Respectfully Submitted,
Kim Strayer, Recording Secretary



**EAST PETERSBURG BOROUGH PLANNING COMMISSION
MEETING MINUTES
JULY 20, 2017**

Meeting began at 6:00 P.M.

Roll Call: Chairman John Schick, John Wolf, Rory Buckwalter, William Pfautz, Vice-Chairman David Keener, John Kerchner and Zoning Officer Michael Bingham

Approval of Minutes

- It was moved and seconded (W. Pfautz/J. Wolf) to approve the minutes of the February 2017 meeting, with unanimous approval by the Board.

Visitors: See attached sign in sheet for full list

Public Comments

New Business

A. Review Draft of the Park Master Plan for Constitution Square

Andy Korzon, LandStudies and Ann Yost, YSM Landscape Architects presented the plans to Council and the Planning Commission. The following changes and additions to the existing park area were reviewed:

- The entrance will have native landscaping to create a gateway into the park.
- The alignment of the bike/walking path will remain the same but will be made wider and some resurfacing will be done. Mile markers will also be added.
- Some of the smaller satellite parks will be removed and a larger park installed. Mr. Korzon explained that this area will be open and visible with plenty of places for parents to sit and watch their children, therefore he does not see a need for fencing.
- The plan proposes that the existing basketball court and ice rink will be removed and two full sized basketball courts created near the parking lot. This is being proposed to allow for more green space, and a less fragmented park, and the basketball court will be more visible. An overlay will most likely need to be done. A fence will most likely not be installed. Lights are ultimately the Borough's decision, but Mr. Korzon does not recommend having them because it encourages night time use.
- The tennis courts will be reused as the new basketball courts..

- The baseball field will be removed and turf added.
- A pavilion will be added, but should be open and visible and be in clear view from the street so officers can see what is going on. Placement and need will be discussed further with the public at the next meeting.
- Parking lot will stay the same.
- A boardwalk will be added across the existing swale which will be converted into a bio swale into the new playground.
- It was agreed that the newer tot lot near Greystone Road should be shown on the plans at the next meeting. The existing tot lot will remain there.
- MS4 has been taken into consideration while planning and the first piece of this will be to take out the concrete channel and make a wide flat swale that can accommodate the stormwater, which will look like a meadow going through the park. Right now there is turf grass and concrete, but looking into doing a turf grass slope and a wildflower meadow mix. The intent is that this will become the main stormwater facility. Interpretive signage is in the works as well. Raingardens are also being considered. It was agreed the Borough needs to fully maximize the stormwater in this area for MS4 credits.
- The park equipment will be a major expense of this project which can average \$28,000.00 – \$30,000.00 per section of playground equipment alone plus installation and ground work.
- Grants are available for projects that are viable and include the following components: recreation, green area, ABA component, trail, basketball, bio swale. Mr. Korzon explained that when you build a project it is based on a point system to get a grant, and by filling the needs of the community.
- The Borough is currently working on developing a grant for DCNR, which would be a 50/50 split meaning they give the Borough 50% toward the project and the other half would come from local funds which can even be another grant.
- A cost estimate will be broken down to determine the recreation and MS4 costs to see what other funds are out there and to move forward by fully maximizing all MS4 credits.
- Where this project starts will be up to the Borough and what funds are available.
- It was agreed that it would be beneficial to have examples of cost and more details on the choices available at the next meeting to share with the residents.

Mr. Korzon explained that next month at the Planning Commission meeting on August 17, there will be a working session with the public to gain feedback and comments on the Park plans. LandStudies will have more visuals available at this meeting.

After presenting this proposed park plan at the next meeting and taking comments. LandStudies will meet with Council to make final decisions and to discuss costs.

B. Review upcoming application to be submitted by Chrishelle Realty for property located at 6510 Main Street in the Low Density Residential (R1) District. The Applicant seeks a Use Variance for Section 306.B.1.b to use the property for a Commercial Office. Per Section 306.B.1.b. a Commercial Office is not currently allowed within the Low Density Residential (R1) District.

The official ZHB application for this has not been received yet. Currently the garage on this property is being used as a wellness and nutrition studio. The applicants would like to be able to use the garage as an office, but will not be living at this property therefore they will need a variance. Denise Governor with Harbor Engineering was there representing Michelle and Carissa whom are interested in buying this property and having the office space in the back for their use and to rent the single family home. Plans show that there are a possibility of 11 parking spaces which will accommodate the parking for their 3-8 employees. There will be no traffic going in and out. The exterior will remain the same and there not be a business sign. They are considering removing the garage door. There will be no large truck deliveries.

Mr. Bingham explained to get a variance they will need to show a hardship other than financial hardship.

It was agreed by several of the P.C. members and residents that there has been many different businesses in this garage over the years and it has not been a problem.

Old Business

A. 1987 State Street update

Mr. Bingham stated:

1. The owner does not have access to parking so he had to withdraw his Zoning Hearing application. He discussed briefly talking with the owner of the parking for the Borough office as an option. Mr. Bingham said that this doesn't work because if you take off the part that the Borough owns, he doesn't have enough space for two way traffic, so at this point he can not rent it out to anybody.

Councilmember Weiss stated that it is best to make a plan for a project when you have all the components you need.

Upcoming Business

- A. There will be an upcoming application for review for a Use Variance for storage rentals in an existing barn located on the property at 5853 Main Street.**

Adjournment: 7:22 p.m.

Announcemt: Landstudies will give a presentation of the draft park plan for Constitution Square at the next meeting to be held on August 17, 2017 at 6:00 p.m.

Respectfully Submitted,
Kim Strayer,
Recording Secretary



**EAST PETERSBURG BOROUGH PLANNING COMMISSION
MEETING MINUTES
AUGUST 17, 2017**

Meeting began at 6:00 P.M.

Roll Call: Chairman John Schick, David Keener Vice-Chairman, Rory Buckwalter (Absent), John Kerchner, William Pfautz, Marvin Stauffer, John Wolf, and Zoning Officer Michael Bingham

Approval of Minutes:

- The minutes of the July 20, 2017 meeting were approved by general consent of the Board.

Visitors: See attached sign in sheet for full list

Public Comments: None

New Business:

A. Review Draft of the Park Master Plan for Constitution Square

Kelly Gutchall and Eric Weim with LandStudies and Ann Yost with YSM Landscape Architects presented the plans to all in attendance. Ms. Gutchall said that they're involvement with this project began two years ago, by developing a watershed action plan for the entire watershed to look for opportunities where they could do projects to improve the water quality. In the process, they found East Petersburg Borough had a unique network within the watershed because of how this system links with the trail system. The green space along the trail was looked at for ways they could improve water quality. Constitution Square has a detention basin that the water runs through which created a good opportunity to address the BMP's required for MS4 from a water quality standpoint. The idea was presented to DCNR for potential funding. DCNR was very interested in this idea and suggested using the grant money from DCNR to develop a detailed park plan.

Ms. Yost began the plan presentation by saying they have been working on this master plan for approximately one year, and have received a lot of input from the public and community. Ms. Yost said that this plan was presented and discussed at last month's Planning Commission meeting to Councilmembers and Planning Commission members, and all who were present. Ms. Yost showed the display of the proposed park plan and pointed out what the park plan includes: widening the trail, centralized larger playground with two areas designated for different age groups, tot lot will be removed, great lawn with open space, shade trees and vegetation, picnic pavilion, basketball courts being re-established on top of the existing tennis courts, picnic area (uncovered), bridge across swale, meadow plantings, interpretive signage. Ms. Yost explained that there are legislative mandates on communities our size. Ms. Yost said that this plan includes some improvements the we want to do and some improvements we must do.

The following ideas, suggestions, and concerns were shared by public and community in attendance:

- Widening the trails on Borough property only
- Mile markers added to the trail
- Lights on the trail being replaced or repaired possibly solar and motion censored
- Keep electrical costs to a minimum by using LED lighting
- Less fencing to keep the area visible
- Cross walks to keep kids safe
- Rubber surfaces for safety and weed control

- Have a space just for teens to gather that can be easily seen and that they cannot be run out of
- Move basketball courts so they are more visible for police to enforce the curfew law and just keep an eye on things
- If basketball court is moved closer to the houses noise reduction was suggested
- Possibly only have one basketball court and add additional hoops for just throwing balls
- Possibly keep basketball court where it currently is and redo tennis court area for teen space and bocce ball
- Keep separation between basketball court and children's play area
- Use porous pavement and vegetation where applicable to minimize sounds
- Make playground stroller accessible
- Make part of the playground equipment wheelchair accessible
- Dog park was mentioned, but Ms. Yost said that there is not a lot of fencing in this plan so this would not be a good setting for a dog park
- Bocce ball area for adults
- Equipment that requires less maintenance now and in the future, possibly fewer pieces of equipment to keep maintenance cost down
- Connect children to nature
- Re-use soil and keep it on-site
- If a pavilion is added it should be open and visible and be in clear view from the street so officers can see what is going on
- Pavilion and bridge could be a target for vandalism
- Concern was voiced about keeping cost to a minimum so the taxpaying residents don't absorb the cost. Ms. Yost explained that park programs have a sustained funding source, when a house is sold in the state 1-1 ½ % goes into the park fund.

Council explained that the residents can be assured that we have the choice of what we do and how long it takes to do it, and the Borough will not be put in a fiscal risk. MS4 is required and mandated in the Borough and the fines would be a much greater cost if we do not do what is required. The hope is to get help with this. A cost estimate will be broken down to determine the recreation and MS4 costs to see what other funds are out there and to move forward by fully maximizing all the required MS4 credits.

Ms. Yost explained that the Borough is currently working on developing a grant for DCNR, which would be a 50/50 or greater split meaning they give the Borough 50% toward the project and the other half would come from local funds which can even be another grant. The finalized park plans will need to be submitted with the grant application.

Next a meeting will be held with Council and Planning Commission to talk about phasing and cost estimate, and to finalize the plans and all of the products before the end of the year. Grant applications are due in the spring and usually wrap up mid-April. An announcement would then be made in the fall. Then this project would go into design and engineering the following spring. This project would be done in phases and not start all at once.

If anybody has any other ideas, they were told to drop them off at the Borough office.

B. Review Application submitted by Douglas and Donna Pfautz for the property located at 5853 Main Street, in the Medium Density Residential (R2) District. The Applicant seeks a Use Variance for Section 306.B.1 and 306.B.2 – Self Storage Development is only permissible in the Borough in the HC and LI zoning districts, and Section 306.B – Unless otherwise provided by State or Federal law or specifically stated in this Ordinance, any land or structure shall only be used or occupied for a use specifically listed in this Ordinance as permitted in the zoning district where the land or structure is located.

Mr. Bingham explained that he received a call from Mr. Pfautz to ask about permissible uses for his vacant lot, and during that conversation Mr. Pfautz mentioned that he has been renting out space for storage at this property for 33 years. Mr. Bingham explained that is not within the zoning district so he needs to go through the zoning hearing process to make it legal. Mr. Bingham explained that the only issues that came up were parking and ADA accessibility.

Manager Hemperly said that there have not been any complaints or violations noted in this property file. Mr. Pfaltz said that he was not aware he had to register with the Borough when he began doing this in 1984 and thought it was grandfathered in. Mr. Bingham told him that the current and previous zoning ordinance does not allow it, and he would have to get a use variance to allow him to continue to use it as he has been for 33 years. Mr. Bingham explained that he would have to show a hardship other than financial reasons, and that the zoning restricts his ability to use it in any other way. Mr. Bingham also explained that the zoning ordinance lists items acceptable to be stored, but the P.C. members can make recommendations.

Mr. Bingham said that if the Zoning Hearing Board grants this variance then it would be a legal use even if the zoning ordinance changes, and if the property sells the variance would be attached to the property.

A motion was made (J. Wolf/M. Stauffer) with a five to 1 vote (William Pfaltz recused himself from voting because he is the brother of the Applicant, Douglas Pfaltz) to recommend approval for the property at 5853 Main Street, for a Use Variance for Section 306.B.1 and 306.B.2 for the use of the existing barn as a storage facility as long as it remains in the ownership of Mr. and Mrs. Douglas Pfaltz.

- C. Review Application to be submitted by Chrishelle Realty for property located at 6510 Main Street, also known as 1895 Graystone Road, in the Low Density Residential (R1) District. The Applicant seeks a Use Variance for Section 306.B.1.b to use the property for a commercial office. Per Section 306.B.1.b. to allow a commercial office space to be used by a lot owner not intending to live on the property.**

The Applicants attended the planning commission meeting last month and it was discussed then also. The Applicant explained that they will be using the garage on the back of the property for their offices, and renting the house on the property out. They will not be living on the property. They will not have traffic coming in and out except for occasional managerial meetings. The only deliveries they expect will be an occasional fed-ex truck. There are 3 parking spaces for the house and 6-9 additional spaces for the office

Mr. Bingham said that the only comments for the Use Variance he made in his letter to them was to repaint lines for parking spaces, because everything else was in conformance other than the Variance they are asking for.

A motion was made (W. Pfaltz/J. Wolf) to recommend the approval of the variance for the property at 6510 Main Street, also known as 1895 Graystone Road, for a Use Variance for Section 306.B.1.b to allow a commercial office space to be used by a property owner not intending to live on the property.

D. Dumpster Ordinance Review

There were suggested revisions to this Ordinance which will be made by Manager Hemperly and Mr. Bingham, and then reviewed again at the next Planning Commission meeting in September.

E. Demolition Ordinance Review

There were suggested revisions to this Ordinance which will be made by Manager Hemperly and Mr. Bingham, and then reviewed again at the next Planning Commission meeting in September.

Old Business: None

Adjournment: 8:45 p.m.

Announcement: Next meeting will be held September 21, 2017 at 7:00 p.m., if needed

Respectfully Submitted,
Kim Strayer,
Recording Secretary



**EAST PETERSBURG BOROUGH PLANNING COMMISSION
MEETING MINUTES
SEPTEMBER 21, 2017**

Meeting began at 7:00 P.M.

Roll Call: Chairman John Schick, David Keener Vice-Chairman, Rory Buckwalter (Absent), John Kerchner, William Pfautz, Marvin Stauffer, John Wolf, and Zoning Officer Michael Bingham

Approval of Minutes:

It was moved and seconded (J. Wolf/W. Pfautz) to approve the minutes of the August 17, 2017 meeting, (with a spelling correction) unanimous approval by the Board.

Visitors: None

Public Comments: None

Old Business:

A. Dumpster Ordinance Review

After reviewing the updated Ordinance for Approval, there were additional changes suggested and this item has been tabled for Approval until Fred Wolf reviews with the changes that were suggested:

- (1) Dumpster fee will be included for those who have active building or demo permit.
- (2) Strike clause regarding being jailed and imprisoned as a penalty.
- (3) Revise Zoning Ordinance applications regulations

Mr. Bingham will redistribute the Dumpster Ordinance to all after Fred's review.

B. Demolition Ordinance Review

It was suggested to include a historical time frame taken from section 310D of the 2009 Demolition Ordinance, and to also add classifications to the Demolition Ordinance. After this change is made, Planning Commission would only review the Demolition applications if it is a historical property.

- (1) All buildings being demolished, even sheds, will continue to be recorded in the assessment report to Lancaster County so property assessments can be updated.
- (2) Multiple buildings being demolished in a land development project would require a permit for each individual property/building.
- (3) Revisions will need to be made to zoning ordinance application regulations.

New Business:

A. Policy on Partial Plan Submission

It was discussed that a complete plan for proposed uses for an entire building should be submitted so it can be determined if the entire building is in compliance or not. The Borough currently has a section in the zoning ordinance that this falls under. Planning Commission agreed that all proposed uses should be submitted for an entire building. Planning Commission members suggested that the Ordinance be revised to make this stronger, rather than create a new policy.

Adjournment: 8:18 p.m.

Announcement: Next meeting will be held October 19, 2017 at 7:00 p.m., if needed

Respectfully Submitted,
Kim Strayer,
Recording Secretary



**EAST PETERSBURG BOROUGH PLANNING COMMISSION
MEETING MINUTES
OCTOBER 19, 2017**

Meeting began at 7:00 P.M.

Roll Call: Chairman John Schick, David Keener Vice-Chairman, Rory Buckwalter, John Kerchner, William Pfautz, Marvin Stauffer, John Wolf, and Zoning Officer Michael Bingham

Approval of Minutes:

It was moved and seconded (W. Pfautz/ J. Wolf) to approve the minutes of the September 21, 2017 meeting, unanimous approval by the Board.

Visitors: See attached sheet for full list

Public Comments:

Old Business:

A. Demolition Ordinance Review

It was moved and seconded (J. Kerchner/ R. Buckwalter) to recommend approval of the Demolition Ordinance 292, with the following change under Section 2 - Application Procedures, changing lot to structure, and to add to the enforcement section regarding jail time

B. Dumpster Ordinance Review

It was moved and seconded (J. Kerchner/ J. Wolf) to recommend approval of the Dumpster and Pod Ordinance 289 with the following modifications; under Section 3B permit fee, insert the wording, as an additional fee of \$25.00; under B change the word permit to fee; and under C spell alley with an e.

New Business:

A. Review Graystone Road Land Subdivision Plan

Bill Swiernik, with David Miller/Associates, Inc. explained that he previously introduced the concept sketch for this project and is now back to re-introduce the Plan. Mr. Swiernik said that they did receive the comment letter from Mr. Bingham, and they will be addressing these items as they move closer to gaining approvals. Mr. Swiernik said that they have also reviewed this plan with Penndot.

Mr. Swiernik gave a general overview and discussed the following points of the plan for Graystone Road:

- There will be 17 single family dwellings on their own lots that will be individually owned. The lots will be ¼ to ½ acre in size.
- The dwellings will front onto Graystone Road, and driveways will access Graystone Road
- Some of the houses might have basements.
- All dwellings except for one will share a driveway.
- The driveways were configured to match at the intersection with the roadway, and Y out into each individual lot. This configuration will function best for Penndot.

- All dwellings will have public sewer and water.
- A macadam walkway will be installed that will start at lot one and go across the full width of the property. The neighboring existing properties will not have to install sidewalks.
- There will be an adjustment to the grading before construction begins.
- Most trees will stay. There will be some trees removed to allow for the swales to discharge.
- There are common swales that will serve to convey runoff from the properties. Each lot will have its own stormwater management facilities in the form of an infiltration gallery in the form of a rain garden, which will be a small depression in the yard area that would allow for collection of stormwater to be detained otherwise allowing it to infiltrate the ground and discharge into the swale that would convey water offsite. Stormwater will discharge from the swales into the water course to the east of the LASA property through the culvert under the road and a dry channel that runs to the quarry and then through the quarry embankment there are pipes it runs into. The water is required to drain from the individual lots within 72 hours. The homeowners would have to follow the Memorandum of Understanding (M.O.U.) attached to the deed.
- Some concern was expressed because the water that is on this property now does not drain well and there is a lot of it at times. Some of the nearby neighbors stated that they get water in their basements and have to pump for weeks. Mr. Swiernik stated that they will be modifying the swale to allow for a larger volume of stormwater to drain. Mr. Bingham explained that the state requires them to capture the water on the site, and reduce the amount that could potentially go into the streams. Mr. Bingham explained that this will create a better scenario for the water. Mr. Bingham explained that there should be less water leaving the site than before. Some of the residents expressed concern for the possibility that the new homes they are proposing to build could also have trouble with water as they have had over the years, and stated that the builders should mention their troubles with the water on their nearby properties to the prospective buyers.
- A small part of this property is in East Hempfield Township, and this project has been reviewed with them as well. A formal request to East Hempfield Township has been submitted asking the Township to defer any reproval to East Petersburg Borough, because of the limited scope of work that would be within that township.
- A right of the way has been settled with PPL.
- Residents that reside near this property stated they hear loud noise from the blasting at the quarry and they also feel the vibrations from the blasting. They were told that this would have to be disclosed to the buyers.
- There will need to be a crosswalk at Sundra for the school children, and possibly an easement, because the crosswalk does not adjoin to the walkway.
- They will be asking for relief from requiring curbs from PennDOT.
- They are asking for relief of putting up street lights.
- They are requesting to keep the right of way at 50 ft. this will help to preserve the tree line.
- A crosswalk or at least a landing to the edge of the roadway will need to be provided at the bus stop.
- There was concern expressed by the Planning Commission members regarding the smaller lots not being able to have patios or decks because of the stormwater facilities they are proposing. It was suggested by the zoning officer to put in an infiltration trench so the homeowners can still be allowed to put something on their lots.
- The cost of these homes will include the lot and will range in price from \$275,000.00 to \$340,000.00

Mr. Swiernick explained that they will be updating the plans according to the Borough Engineers Review and Comments

Mr. Swiernick said they will be giving an overview of this project at the next Council meeting on November 8, 2017 at 6:00 p.m.

B. Zoning Map Revisions

The Zoning Map has been updated to remove the historical overlay and a few parcels have been added.

Motion to Recommend Approval of the revised Zoning Map that was originally adopted on August 4, 2009 (J. Wolf/ R. Buckwalter)

- C. Chairman Schick asked if we need to adopt a resolution or ordinance to tighten up the plan submission process for permits. Mr. Bingham stated that Solicitor Wolf said that what we have in place is acceptable.

Adjournment: 8:36 p.m.

Announcement: Next meeting will be held November 16, 2017 at 7:00 p.m., if needed

Respectfully Submitted,
Kim Strayer,
Recording Secretary