

BOROUGH OF MECHANICSBURG
Municipal & Community Outreach Committee

TOWN HALL MEETING

April 23, 2015

7:00 p.m.

Agenda:

Call to Order: Gary Weber, Moderator
Pledge of Allegiance/ Moment of Silence

Introductions:

Borough Council & Committee Members

Presenters:

Patrick Dennis, Borough Manager, Greg Rogalski, Borough Engineer
Roger Ciecierski, Borough Zoning & Codes, Jeff Gardner –Approved Codes Services

Review of the Rules of the Meeting

Topic #1 – Curb and sidewalk specifications and regulations.

The Borough Manager and Borough engineer will be providing a presentation on sidewalk specifications and regulations and will delve specifically into why the Borough's enforces its curb and sidewalk ordinance as well as give an explanation as to the reason that curb is required to help maintain street integrity.

Questions and Discussion of Topic #1

Topic #2 - Residential and Commercial Zoning and Building Codes.

The Borough's Codes and Zoning Officer and representatives from Approved Codes Services will be providing a presentation on the Borough's zoning and building requirements as well as an overview of when a resident needs to get a zoning or building permit.

Questions and Discussion of Topic #2

Open Forum

Adjournment

Town Hall Meeting – April 23, 2015
7:00 p.m. Elmwood Elementary School Auditorium
Mechanicsburg, PA

Welcome and sign in - All residents and visitors are asked to sign in prior to the meeting and will be greeted by the Municipal and Community Outreach Committee.

Ground rules:

There will be two main topics:

- Curb and sidewalk specifications and regulations
- Residential and Commercial Zoning and Building Codes

Each of the main topics will be limited to no more than 1 hour of time.

The format of these two topics will be a brief presentation of the topic followed by an open forum for questions and answers related to the topic only.

Please realize that every Borough Council Meeting allows time for citizen's comments at both the beginning and end of the meeting. However, there will be a brief open forum for citizens to pose questions and possible topics for future Town Hall Meetings following discussion of the main topics.

Citizen's comments are limited to 3 minutes and we ask that each individual appear at the podium one time per topic and one time during the open forum.

Each citizen will receive a card(s) to write any issues they feel need to be addressed at either council meetings or at future Town Hall meetings. We request that you put your name and contact information on the card but that is not required.

Mechanicsburg Borough Council

Town Hall Meeting

April 23, 2015, 7 PM

Councilman Weber, Chairman of the Municipal and Community Outreach Committee, called the meeting to order at 7:10 PM. He introduced the members of the Municipal Committee present, Councilmen Miller and Pellman. He then introduced President Whitcomb, Vice President Winchell and Councilman McDermott who were also in attendance. Councilman Weber announced that Councilman Stoner was unable to be here this evening, due to chairing the Fire Consolidation Committee meeting. Councilman Weber then introduced the Borough Staff members present, Manager Patrick Dennis, Assistant Borough Manager Glenda Boyer, Codes Officer Roger Ciecierski, Borough Engineer Greg Rogalski and Building Code Officer Jeff Gardner of Approved Code Services.

Councilman Weber reviewed the two topics to be presented. Curb and Sidewalk Procedures presented by Borough Manager Dennis and Engineer Rogalski and Zoning and Building Permit Regulations, presented by Codes Officer Ciecierski and Building Codes Official Gardner. Councilman Weber reviewed the rules for the presentations and the public comment periods. Councilman Weber announced that there are index cards in the rear for residents to leave their contact information and any questions or suggestions for future topics at Town Hall Meetings.

Topic #1 – Curb and Sidewalk Restoration Program

Manager Dennis began the presentation with a slide show. Manager Dennis reviewed the Borough's approach to curb and sidewalk restoration. A copy of the presentation is attached to the minutes of the meeting. Engineer Rogalski followed Manager Dennis and reviewed information on the importance of curbing in relation to the integrity of paving and management of stormwater.

After the presentation, Councilman Weber asked Manager Dennis if the Borough earns interest on the \$500 security deposit that is charged for Street Excavation Permits. Manager Dennis indicated that the Borough does not earn interest on those funds.

Councilman Weber asked for questions from the audience and there were none.

Councilman Weber then turned the floor over to Codes Officer Ciecierski for the second presentation.

Topic #2 – Codes and Zoning

Codes Officer Ciecierski made a presentation on Zoning Principles, Uses and Permits. He talked about the purpose of the Zoning Ordinance and improvements that require a Zoning Permit. He also explained how to apply for a Zoning Permit. A copy of the slide show presentation is attached to the meeting minutes. After Mr. Ciecierski's presentation on Zoning, Building Codes Official, Jeff Gardner continued with a presentation on Building Permits and the Uniform Construction Code in Pennsylvania. Mr. Gardner explained the relationship between Approved Codes Services and the Borough of Mechanicsburg. He explained how the Building and Zoning Codes work together. He also reviewed projects that do not require a Building Permit, explaining that most construction does require a permit.

Mr. Gardner explained the relationship between Building Permit inspection and safety. Mr. Gardner shared slides of properties in which improper improvements were made that jeopardized the integrity of the structure. At the end of the presentation, Councilman Weber opened the floor for questions and there were none.

Councilman Weber thanked everyone for their attendance and adjourned the meeting at 8:46 PM.

Respectfully Submitted,

Glenda Boyer
Assistant Borough Manager

Mechanicsburg Borough

**Town Hall Meeting
April 23, 2015**

Borough Curbs and Sidewalks



Pennoni

Why have Sidewalks?

- * Create development of a network of "Complete Streets".
- * Sidewalks promote and encourage pedestrian travel and connectivity.
- * Facilitate accessibility (federal mandate).



Pennoni

Complete Streets

- When streets are designed only for cars, they deny people the opportunity to choose more active ways to get around.
- Post WWII growth patterns and street designs favor the car over walking and bicycling.
- Boroughs are examples of smart growth!



Pennoni

Complete Streets

- The Borough's Comprehensive Plan documented a need to create a walkable community.
- The idea of a complete street not only serves a public good but provides a unique municipal appeal compared to sprawling 1st and 2nd class townships.



Pennoni

Walking Communities are Healthy Communities

- People do use walking as a form of recreation and exercise.
- 2002 study demonstrates, 86% of adults walk during the summer months.
- Promotes sense of community, reduces sprawl.
- Increases safety!



Pennoni

Importance of Accessibility

- 2010 Federal Requirements require the Borough to ensure that new or modified pedestrian facilities are Americans with Disabilities Act (ADA) compliant.
- Federal ADA requirements have become increasingly attuned to changing demographics.



Pennoni

Accessibility Cont.

- In 2030, 1 out of 5 people will be over the age of 60.



Pennoni

Borough's ADA Obligation

- Title II of ADA requires installation of curb ramps where street level pedestrian walkways cross curbs when a street, road or highway is "altered".
- Resurfacing is considered an "alteration" under the law.



Pennoni

Curb Ramp Replacement

Requirement that causes confusion!

- **Compliant vs. Non-Compliant**
 - Ramp Slope
 - Cross Slope
 - Side Flares
 - Offsets
 - Truncated Domes



Pennoni

Non-Compliant



Pennoni

Compliant



Pennoni

Importance of Curbs

- Curbs provide a physical barrier at the edge of the road and restrain pavement.
- Curbs serve to channel storm water to collection points.
- Improper drainage is the #1 cause of street and pavement failure.
- Integral component to maintaining street integrity.



Pennoni

Enforcement Policies

The Borough enforces its curb and sidewalk ordinance on two specific occasions.

1. Hazardous Sidewalks
2. Paving a Borough/State Road



Pennoni

What is a Hazardous Sidewalk?

- Most sidewalk tripping hazards range from ½ inch to 1 inch.



Pennoni

Hazardous Sidewalks cont.

- The Borough has a small staff so enforcement takes place on a resident complaint basis.
- If a resident complains, the Borough Manager or Borough Codes and Zoning Officer will review the location to determine if a repair will be necessary.



Pennoni

Time Frames for Hazardous Sidewalks

- The Borough tries to be as fair as possible with the timeframe for sidewalk repairs.
- Traditionally, the Borough gives 30 days notice to fix a hazardous sidewalk (Ordinance is 10 days).



Pennoni

Paving Projects

- If the Borough or PennDOT performs a paving project, residents are required to fix their curb and sidewalk.
- The Borough attempts to plan years in advance for Borough streets but paving projects performed by the State (PennDOT) can be very tricky.



Pennoni

Paving Projects

- The Borough tries to give 6 - 12 months lead time with curb and sidewalk projects in conjunction with paving.
- This is not always possible on PennDOT projects as the Borough is not setting the "let date" and many times there are numerous discussions related to ADA ramps and other pieces of infrastructure.



Pennoni

Bidding Process

- The Borough allows residents to hire their own contractors.
- The Borough will bid estimated sidewalk work so residents are able to contract with the Borough's contractor to perform replacement and repairs.
- All bid results are shared with residents.
- Estimates for designated work are distributed to each resident in order to help them make an informed decision.



Pennoni

Bidding Process

- The Borough's contractor is required to pay "Prevailing Wages" to its employees under State Law, which are higher than wages paid on private projects.
- The Borough's contractor is required to carry a bond for the work performed.
- Based on these factors, the prices bid to the Borough are often higher than prices quoted by contractors performing private work.



Pennoni

Borough Contractor

If a resident chooses to use the Borough's contractor, the following will happen:

1. A resident will sign off and state the contractor can do the work.
2. The work will be done at their property location.
3. Once the work is completed, the invoice from the contractor will be matched with the work that is completed.
4. The resident will be billed for the curb and sidewalk work.



Pennoni

Private Contractor

If a resident chooses to use a private contractor, the following takes place:

1. A Street Cut Permit and a Zoning Permit (waived most of the time) must be applied for and approved before any work can be done.
2. \$500.00 financial security must be paid in conjunction with the Street Cut Permit.
3. After approval, the private contractor must call for inspections. These inspections will be signed off on by the Codes and Zoning Officer.
4. Once the work is completed, there is a one year waiting period for the \$500.00 security to be refunded.
5. After one year, the work is inspected and the \$500.00 is returned to the resident and/or contractor.



Pennoni

Financial Security

- The financial security is required in order to protect the residents, not for the Borough to make money.
- The only time the Borough will keep the financial security is if the contractor did not do the work to Borough specifications or didn't get appropriate inspections.
- This helps minimize "absentee contractors" who take advantage of Borough residents.



Pennoni

Payment Plans

- The Borough of Mechanicsburg is unique in that it provides 0% interest payment plans for residents for sewer bills and sidewalks.
- The payments are calculated based upon what the resident feels they can afford to make consistently.
- The Borough tries to stay under 3 years with most payments arrangements.



Pennoni

COMMERCIAL

- Animal hospital/care facility
- Appliance store
- Art gallery
- Automotive repair shop/service station
- Bed-and-breakfast
- Brew pub
- Car wash
- Club, social
- Community garden
- Cottage industry (small scale)
- Furniture and home furnishing retail store
- Hardware store
- Home-based business/occupation, low or no-impact
- Lumber and construction material enterprise
- Medical and dental laboratory/clinic
- Motel
- Office, small-scale business, professional and/or medical
- Parking lot/structure
- Personal service enterprise
- Power laundry, family and commercial
- Public park, playground and municipal recreation area
- Research and development
- Restaurant without drive-thru facility
- School, arts or commercial
- Store, retail (large and small-scale)
- Tavern/pub
- Theater
- Utility use
- Warehouse

FAQs

- What requires a Zoning Permit?
- What is the Difference Between a Zoning Permit & a Building Permit?
- What are the required setbacks for fencing?
- Do corner lots have two front yards?
- Why?
- What is a conditional use?



FAQs

- What does impervious coverage mean?



FAQs

Can I Keep Chickens in the Borough?



On the Web

<http://mechanicsburgborough.org/codes-zoning/>



THANK YOU

If you have any questions please contact the Codes & Zoning Office via Phone: (717)691-3310 or e-mail: codes@mechanicsburgborough.org

Building Codes

Enforcement of Pennsylvania's statewide building code began in April 2004. This is called the Pennsylvania Uniform Construction Code or "The UCC." Shortly after, The Mechanicsburg Borough Council adopted the UCC in full. We're Celebrating its 11th birthday this month. The UCC allowed local municipalities to retain its pre-existing building codes as long as they were equal to or stricter than the UCC requirements.

Building & Zoning Departments work off of each other. We currently enjoy excellent communication between the two.



The Building Department's UCC Plan Review & Inspection Process start out based on exactly the same information as Roger presented, see next 3 slides

Types of Uses

Residential

Commercial

RESIDENTIAL

- Apartment Conversion
- Family care facility
- Family care daycare home
- Group care facility
- Group daycare home
- Life care facility, or portions thereof
- Manufactured/mobile home park
- Dwelling unit, multifamily
- Quadplex
- Rooming house/boardhouse
- Dwelling unit, single-family detached
- Dwelling unit, single-family attached (e.g., townhouse)
- Dwelling unit, two-family (e.g., duplex)

Dwelling Unit,
Single-Family
Attached



Dwelling Unit,
Single-family
Detached



COMMERCIAL

- | | |
|---|---|
| <ul style="list-style-type: none"> • Animal hospital/care facility • Appliance store • Art gallery • Automotive repair shop/service station • Bed-and-breakfast • Brew pub • Car wash • Club, social • Community garden • Cottage industry (small scale) • Furniture and home furnishing retail store • Hardware store • Home-based business/occupation, low or no-impact • Lumber and construction material enterprise | <ul style="list-style-type: none"> • Medical and dental laboratory/clinic • Motel • Office, small-scale business, professional and/or medical • Parking lot/structure • Personal service enterprise • Power laundry, family and commercial • Public park, playground and municipal recreation area • Research and development • Restaurant without drive-thru facility • School, arts or commercial • Store, retail (large and small-scale) • Tavern/pub • Theater • Utility use • Warehouse |
|---|---|

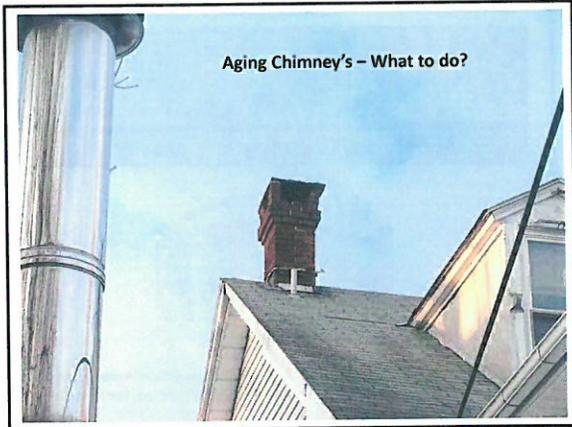
Why are Building Permits Required?

Safety, Safety, Safety – Period!

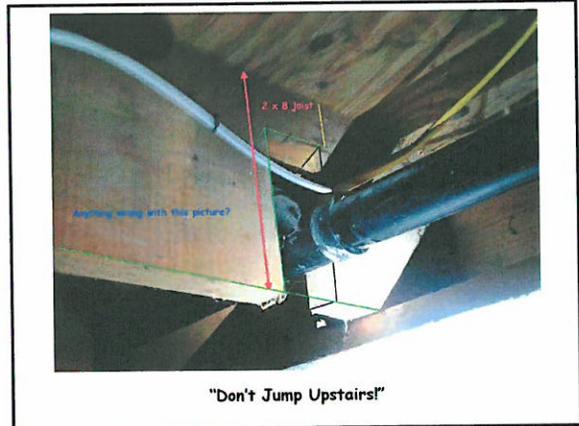
This means safety for:
 > The community around you
 > First Responders
 > YOU!

One of the things ALL Construction Codes Officials do not like to hear is:

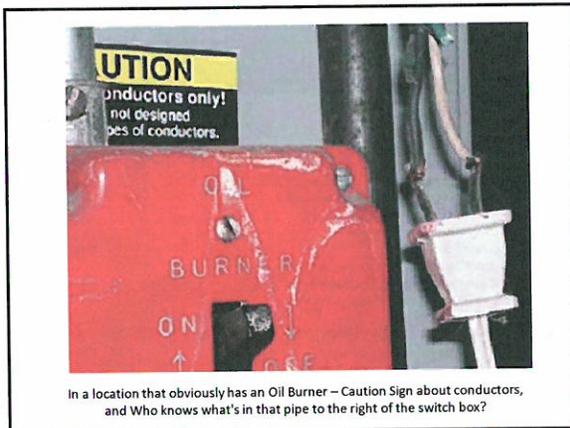
"I've been building this way for 35 years." OR "I've never been required to do that in any other municipality I work in."



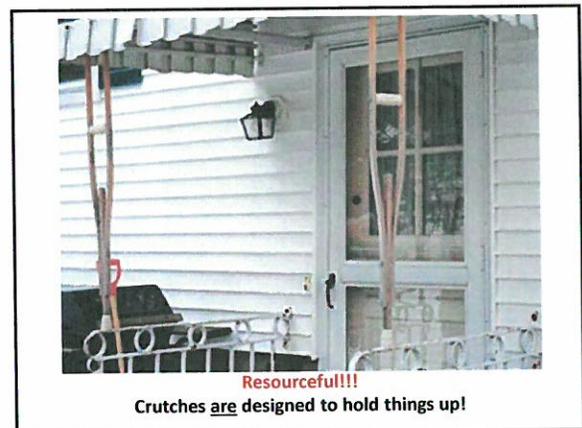
Aging Chimney's – What to do?



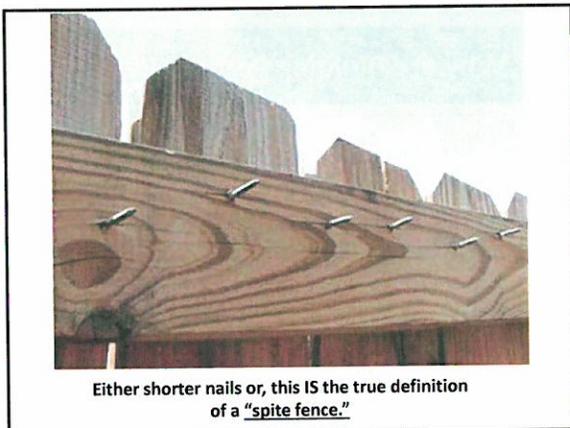
"Don't Jump Upstairs!"



In a location that obviously has an Oil Burner – Caution Sign about conductors, and Who knows what's in that pipe to the right of the switch box?



Crutches are designed to hold things up!



Either shorter nails or, this IS the true definition of a "spite fence."

Water, Sewer, Gas Laterals

The Building Department under the PA - UCC is only responsible for these items **INSIDE** the structure AND their Penetrations through the foundation wall to a point of 30".

From that point, responsibility rests with:

- Water Contractor & Utility
- Electrical Contractor & Utility
- Gas Utility ONLY
- Sewer: Authority Employees & Contractor
 - Zoning may also inspect trenches for Water & Sewer Laterals up to connection.

Can New Construction Really Interface with Old Buildings?

1



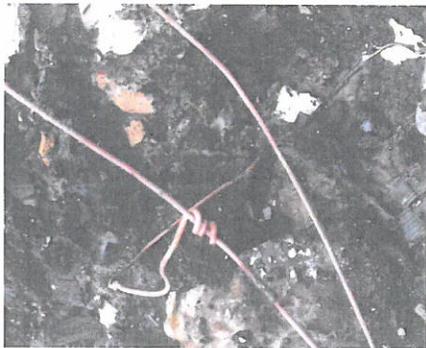
This example just makes Inspector's stand in AWE & JOY!!!

3



DANGER, DANGER, DANGER

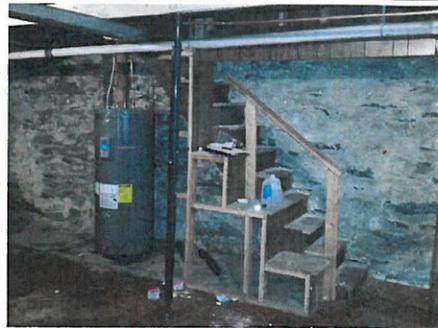
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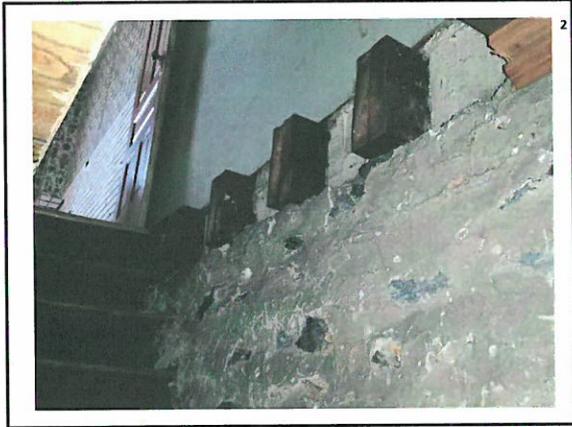


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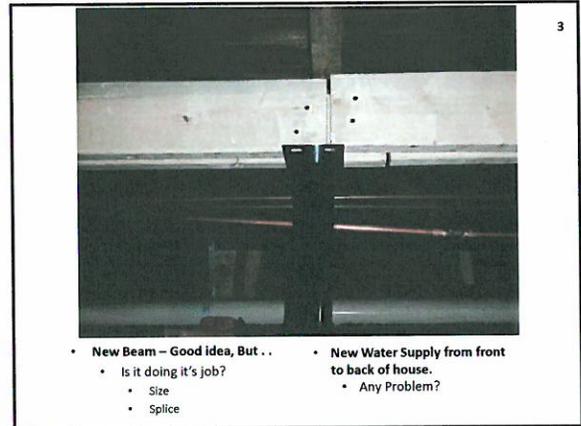
The Good, The Bad & The Ugly

1





2



3

- New Beam – Good idea, But . . .
 - Is it doing it's job?
 - Size
 - Splice
- New Water Supply from front to back of house.
 - Any Problem?



4

So, What Requires a Building Permit?

Better to ask: What does not?

There's not many:

- ✓ Siding
- ✓ Replacement of Windows & Doors (As long as the opening size does not change.)
- ✓ Sheds less than 100 Sq Ft
- ✓ Repairs that do not include any structural changes.

Things that Require a Building Permit that might Surprise You.

- Roof shingle replacement:
 - Underlayment
- HVAC:
 - Change of fuel source (gas, oil, elect)
 - Change of unit (verify proper connection and venting)
- Demolition of ANY Building:
 - If Commercial, Special requirements from DEP
- Swimming Pools > 24"
 - Includes required fencing
- Decks, Always check with the building department.
 - Several variables come into play.
- If You're in doubt, Call Us.

Borough Office
717.691.3310

Approved Code Services, Inc
717.506.0464

Thank You & Questions

Town Hall Meeting Sign In Sheet

April 23, 2015

Name	Address	E-Mail	Phone
Dan Farrow	701 Shepherdstown Road		(717) 691-7960
Dan Williams	105 East Allen Street		(717) 609-3296
Roger Jumper	207 East Coover Street		(717) 697-5524
Sally Holbert	424 West Main Street		(717) 766-6390
Jeff Sanders	501 North Market Street		(717) 697-0602
Darrell Westby	406 Alison Avenue		(717) 697-4191
John Anthony	705 Alison Avenue		(717) 766 8350
Robin Agerton	423 West Simpson Street	robin.agerton@gmail.com	(717) 697-8562
Sharon Lopez	423 South Frederick Street		(717) 697-7087
Gayle Kosyk	908 Appie Drive		(717) 795-8017

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