

**MECHANICSBURG BOROUGH
PLANNING COMMISSION
MEETING MINUTES – FEBRUARY 25, 2013**

ATTENDANCE:

Planning Commission Members: Daryl Ackerman, Roger Ciecierski, Tim DeWire, Chris Knarr, Ed LeClear and Jennifer Magaro

Absent: Harry Baker

Borough Council: Kyle Miller

Borough Staff: Patrick Dennis - Borough Manager (arrived at 7:10 p.m.), Jason Foster - Codes and Zoning Officer, Trish Hammaker – Codes and Zoning Secretary and Greg Rogalski – Borough Engineer

Cumberland County Planning Department: None

Applicants: Jason Smith

Press: None

Others: Gregory Kuhn

Next Meeting: March 25, 2013 @ 6:30 p.m.

Work Session: March 18, 2013 @ 6:30 p.m. – **CANCELLED**

1. CALL TO ORDER/ROLL CALL:

Due to reorganization, Codes and Zoning Officer Foster called the meeting to order at 6:31 p.m. Attendance was taken and a quorum was present.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENT REFLECTION:

Codes and Zoning Officer Foster led those assembled in the Pledge of Allegiance followed by a moment of silent reflection.

3. REORGANIZATION:

A. Chairman. Codes and Zoning Officer Foster asked for nominations for Chairman. LeClear nominated Knarr for Chairman. DeWire seconded the nomination. With no other nominations, a vote was taken. Knarr was elected Chairman unanimously. At this time, Chairman Knarr took over the meeting.

B. Vice Chairman. Chairman Knarr asked for nominations for Vice Chairman. Ciecierski nominated LeClear. Magaro seconded the nomination. With no other nominations, a vote was taken. LeClear was elected Vice Chairman unanimously.

C. Secretary. Chairman Knarr asked for nominations for Secretary. Ciecierski nominated DeWire. LeClear seconded the nomination. With no other nominations, a vote was taken. DeWire was elected Secretary unanimously.

4. PUBLIC COMMENT:

A. Mechanicsburg Midget Football Association – New Concession Building – Memorial Park – Heinz Street. DeWire announced that the firm he works for, J. Michael Brill and Associates is representing this application and he would possibly be the lead on the project. He added for this reason, he would be recusing himself from any discussion on the project. DeWire noted that he would provide a letter to this effect to the Borough tomorrow.

Gregory Kuhn, President of McCoy Brothers, the builders for the project was present to discuss the sketch which was submitted for discussion this evening. Mr. Kuhn stated his company was hired by the Midget Football League. He added that the project would have two phases. Mr. Kuhn stated that he has already met with the Borough Engineer, Greg Rogalski, the Borough Manager, Patrick Dennis and the Codes and Zoning Officer, Jason Foster regarding the project. He added that his goal tonight was to get comment on the sketch submitted and so that they could take those comments to draft a Land Development plan for submission and consideration.

At this time, Chairman Knarr asked the Commission if anyone had any questions or comments. Ackerman stated that there was an indication that this would be a Minor Land Disturbance since it would be less than 4,000 square feet. He added that the lot seems a lot larger and asked if this was correct. Mr. Kuhn stated that the base build of the project would be about 1500 to 1600 square feet. Ackerman asked if excavating for utility lines would be included in the calculations. Engineer Rogalski stated that only impervious area would be used in the calculations.

Mr. Kuhn stated that he spoke with Ron Adams, Sewer Plant Superintendent, and Mr. Adams suggested that they tap into the manhole at the parking lot off of Route 114. He added that the alternative would be to try to get to Heinz Street.

Mr. Kuhn stated that United Water recommends connecting to the water system on Heinz Street. He added that with regard to electric, there is an existing meter that they intend to utilize if possible.

Mr. Kuhn noted that the concession stand would not be preparing a lot of foods on-site and noted that it would be mostly things like hotdogs, popcorn, and items in crock pots. He did however state the Mr. Adams suggested a grease interceptor be installed in case in the future they wanted to expand the food sold to things such as french fries.

Chairman Knarr noted that from a Planning Commission standpoint, he thinks that this project could be handled from a staff level. He added that he understands Council's wish to have comment from the Planning Commission on the subject.

Ciecierski cautioned the use of underground stormwater facilities due to the karst topography in the area.

Chairman Knarr asked Mr. Kuhn if they intended to submit a waiver request for the Land Development process. Mr. Kuhn stated that he was not sure and that he was here tonight based on the wishes of Borough Council and was looking for suggestions. Knarr stated that if they would be moving lot lines, they should go through the Land Development process.

Engineer Rogalski stated that stormwater is the biggest issue with this project, but he added that he felt it was reasonable to apply Borough Ordinances to the project as it stands.

After some additional discussion, Chairman Knarr suggested that if they intended to request a waiver from the Land Development process, they should provide the Commission with written justification by March 1st so that it would be discussed at the March 25th meeting.

At this time, Mr. Kuhn handed out several conceptual drawings for the Commission to look at. He added that all of the conceptual drawings were contingent on funding.

Manager Dennis stated that if a waiver to the Land Development process were granted, Borough Council would still like to weigh-in on the project.

Mr. Kuhn thanked the Commission for their time.

5. **APPROVAL OF MINUTES: (ACTION)**

A. **November 26, 2012 – Regular Meeting.**

- **Information/Discussion:** Ackerman questioned the use of the word “agritainment”. Chairman explained what it was.
- **MBPC Action:** With no further discussion, Ackerman made a motion to approve the minutes as presented. Ciecierski seconded the motion, which passed with all in favor.

6. **CORRESPONDENCE/UPDATE: (INFORMATION)**

A. **Committees/Boards/Commission Updates.**

1. **Cumberland County Planning Commission.** Chairman noted that there was no report.
2. **Historic Architectural Review Board (HARB).** Chairman Knarr advised that Tim DeWire was newest member of the HARB. DeWire noted that the HARB discussed some exterior alterations at 58 West Main Street at their last meeting. Ackerman asked if the style of exterior lights at 1 East Main Street were approved by the HARB. Codes and Zoning Officer Foster stated that conceptual sketches were provided and approved. Knarr added that the original proposed façade of the building looked more modern.
3. **Environmental Advisory Council (EAC)/Shade Tree Commission.** LeClear stated that there was no report.

B. **Municipal Notifications of Developments with Regional Impacts.**

1. **Sam's Club and Gas Station – Silver Spring Township – U.S. Routes 11 and PA 114.** Chairman Knarr stated that a copy was provided in this evening's packet. No comment was offered.
2. **Sporting Hill Villas – Hampden Township – Sporting Hill Road.** A copy was provided in this evening's packet. No comments were offered.
3. **Winding Hills Stage 4 – Upper Allen Township – Winding Hill Road.** A copy was provided in this evening's packet. No comments were offered.

C. **Cumberland County Planning Commission – Outreach Schedule for 2013.** Chairman Knarr advised that a copy of the schedule was included in this evening's packet. He added that anyone wishing to attend should notify Ms. Hammaker and she would sign them up. DeWire stated that he intended to attend both the June 4th and October 8th meetings.

D. **Streamlining the Land Development Review and Approval Process – Survey.** Chairman Knarr advised that he already filled out the survey and encouraged the other Commission members to do the same.

E. **Cumberland County Planning Department – Land Partnerships Plan Update.** Chairman Knarr stated that the County Commissioner's allocated money to this grant program. He added that anyone having any questions could see him. DeWire noted that comments are due by 02-28-13.

F. **Solar Renewable Energy – Assistance with Ordinances that Promote Solar Development.** Chairman Knarr advised that he signed up to receive the model ordinance. He added that the Commission could look at this as part of the Zoning update. Ciecierski noted that there is a conflict in the Borough with the Shade Tree Ordinance. LeClear stated that he thinks there is a fair approach on how to do this.

G. **FEMA – Electronic Letter of Map Amendment (eLOMA).** Chairman Knarr advised that this was included in this evening's packet.

7. **PLANS: (ACTION):**

There were no plans to be discussed.

8. **OLD BUSINESS (ACTION) :**

There was no Old Business to be discussed.

9. **NEW BUSINESS (ACTION):**

A. **Conditional Use Request of Jason and Eleanor Smith – 310 East Main Street – Graphic Design Office in Existing Accessory Structure.** Jason Smith was present to represent this application. Mr. Smith stated that he owns a graphic design company. He added that he has three employees. Mr. Smith stated that he and his wife moved from Harrisburg to Mechanicsburg about two years ago. Mr. Smith noted that 310 East Main Street used to be a two-unit residential rental property, stating that he restored the accessory structure in which his business was housed. Mr. Smith advised that his business has a minimal impact on the neighborhood, as they deal in digital products and don't get a lot of deliveries. He added that his employees use the restroom in his home.

Codes and Zoning Officer Foster stated that there was no overwhelming negative impact to the neighborhood.

Chairman Knarr asked if there were any visitors or clients that come to the business. Mr. Smith stated that there would be approximately two per month. Chairman Knarr stated that this was an accessory use, noting that the hours were Monday through Friday from 9:00 a.m. to 5:00 p.m., and since this was a small scale office, off-street parking was not required. Chairman Knarr asked if there were deliveries. Mr. Smith stated that deliveries are usually made by FedEx and are made to the residence.

Engineer Rogalski noted that an ADA parking space should be required, noting that this was a building code issue.

DeWire stated that he felt this was an effective reuse of the structure on the property.

MBPC Action: With no further discussion, Ciecierski made a motion to recommend that Borough Council approve this Conditional Use application noting that it should meet the requirements of the Building Code with respect to handicapped accessibility. Ackerman seconded the motion, which passed with all in favor. Chairman Knarr noted that the Public Hearing would be held on March 5th at 7:00 p.m. and explained the process to Mr. Smith.

- B. Proposed Amendment to the Hampden Township Comprehensive Plan and Related Zoning Request by Patton Recreational Properties – Comments.** Chairman Knarr stated that the change to the Comprehensive Plan proposes to change the area around Twin Ponds from the A-O-L Zoning District (Apartment Office Limited) to C-G (Commercial General).

Codes and Zoning Officer Foster stated that he does not feel that the proposed change would negatively impact the Borough due to the proximity to the Borough.

MBPC Action: With no further discussion, DeWire made a motion to send a letter to Hampden Township thanking them for the opportunity to comment and stating that they had no comment. Ciecierski seconded the motion, which passed with all in favor.

C. Zoning Ordinance Amendments.

- 1. Zoning Consultant Committee – Appointment of Subcommittee (Chris Knarr, Ed LeClear and Roger Ciecierski).** Chairman Knarr stated that this already occurred. He thanked Councilman Miller for sitting in on the phone interviews.

Vice Chairman LeClear stated that requests for proposals were sent out to over forty firms and only three responded. He added that phone interviews were conducted with Simone Collins, Environmental Planning and Design, and SSM Group. LeClear stated that after interviews, the Committee is recommending Environmental Planning and Design (EPD) and that Manager Dennis is to prepare a letter to Borough Council for action at the March 5th Council meeting.

Chairman Knarr stated that the job of the consultant is not to set policy, but to take recommendations and draft language. He added that he felt that EPD had the most experience, was the least expensive, and had worked with the Borough before.

Councilman Miller thanked the Committee members and Manager Dennis for their time and effort.

- 2. Process for 2013.** Chairman Knarr stated that the Commission will have a better idea of the process once the consultant is selected. Vice Chairman LeClear estimated that in April or May, the County would be able to help facilitate the process and encouraged Commission members to keep that time open.

10. COMMENTS FOR THE GOOD OF THE ORDER:

DeWire noted that people should yield to pedestrians in crosswalks.

11. ADJOURNMENT:

With no further business to be discussed, LeClear moved to adjourn the meeting at 7:36 p.m. Ciecierski seconded the motion, which passed with all in favor.