

MECHANICSBURG BOROUGH PLANNING COMMISSION MEETING MINUTES JUNE 27, 2016

ATTENDANCE:

Planning Commission Members: Chairman Chris Knarr, Secretary Tim DeWire, Harry Baker, Kyle Hollick, Michael Phillips.

Absent: Vice Chairman Daryl Ackerman & Bruce Smith

Borough Council: Council Liaison Mark Stoner

Borough Staff: Glenda Boyer – Interim Borough Manager, Roger Ciecierski – Codes and Zoning Officer, Sara Martin – Administrative Assistant

Cumberland County Planning Department: None.

Applicants: Scott Akens – Akens Engineering, Jon Andrews - McNeese, Wallace & Nurick, William Browne and Charlie Gutshall – Anthracite Properties

Press: None.

Others: Jim Van Kirk

Next Meeting: July 25, 2016 @ 6:30 p.m.

Work Session: July 18, 2016 @ 6:30 p.m. (CANCELLED)

A. CALL TO ORDER

Chairman Knarr called the meeting to order at 6:30 p.m.

Knarr asked for a motion to amend the Agenda to switch the order of items one and two under section F. Plans. Phillips motioned to amend the Agenda switching items ones and two under section F. Plans, making Phase 1 Final Submission – Landmark Homes first. Hollick seconded the motion and it passed with all in favor.

B. PLEDGE OF ALLEGIANCE/MOMENT OF SILENT REFLECTION/ROLL CALL:

Chairman Knarr led those assembled in the Pledge of Allegiance followed by a moment of silent reflection. Attendance was taken and a quorum was present.

C. PUBLIC COMMENT:

Chairman Knarr asked if there was public comment for issues that were not on the agenda. None were offered.

D. APPROVAL OF MINUTES (ACTION):

1. April 25, 2016 – Regular Meeting.

- **Information/Discussion:** Chairman Knarr noted that copies of the minutes were provided in print at the last meeting and via e-mail. Martin noted that the correction to remove former Manager Dennis' name from the attendance was made.
- **MBPC Action:** Hollick motioned to approve the minutes as amended, Phillips seconded the motion and it passed with all in favor.

2. May 23rd, 2016 – Regular Meeting.

- **Information/Discussion:** Chairman Knarr noted that copies of the minutes were provided via e-mail. Martin stated that the date of the minutes was changed from February to April and a sentence in the section F. Plans was reordered at the request of Ackerman.
- **MBPC Action:** Hollick motioned to approve the minutes as amended, Phillips seconded the motion and it passed with all in favor.

E. CORRESPONDENCE/UPDATES (INFORMATION):

1. Committees/Boards/Commissions Updates.

- a. **Cumberland County Planning Commission.** Knarr reported that the County is going through a Comprehensive Plan update and a committee is looking into sending out a survey both online and via mail. Also a committee is looking into revising the future land use section of the Comprehensive Plan.
- b. **Historic Architectural Review Board.** DeWire reported that the HARB reviewed one application from the American Legion, which was tabled. They also saw a presentation from the County Redevelopment Authority regarding a Memorandum of Agreement between the Redevelopment Authority and the HARB

regarding the acquisition of the property next to Frankeburger Tavern as the next step in the process toward turning the property into a pocket park.

- c. **Environmental Advisory Council/Shade Tree Commission.** Boyer reported that the EAC did not meet last month.

F. PLANS (ACTION):

1. Phase 1 - Final Submission – Landmark Homes – 1017 South Market Street.

Andrews updated the Commission that there are no revisions of plans to present as of now due to being held up in their dealings with Suez and it does not look good for July either. The Sewage Planning Module was approved by DEP on June 1st, no comments from DEP or the Conservation District on the ENS Plan or the NEDS Plan. Met with the Finance Committee of Borough Council last week to discuss the outstanding issues in the development agreement, continuing to work with them and staff, as of now still two major items that need resolved. The planned community document drafts were provided to Borough staff today. Emergency access easement obtained from Allen Distribution, the documents for the sewer easement are in front of Fry Communications waiting to be signed and hope to have by August meeting. Diamond Apartment complex attorney has their easement agreement in front of them to be reviewed after meeting all of Upper Allen Township's comments.

Knarr asked if staff had any questions or comments. Rogalski stated that Boyer sent a letter to PennDot today regarding Landmark's request to push back the overlay on Market and Marble Streets. He can provide a copy to Landmark and asked that they draft and send in a similar letter.

Baker motioned to table the application DeWire seconded and the motion passed with all in favor.

2. Conditional Use Application – Anthracite Properties, LLC. – 101 South Walnut Street.

Gutshall of Anthracite Properties introduced himself and his plan to restore the exterior of the building and break the current single family home into two "townhouse" units. Gutshall introduced his consultant Akens, stating that he may be able to answer any more in-depth questions. Akens noted that the plan is proposing the addition of one off street parking space because they will be utilizing the three spaces in the existing three-bay garage.

Knarr asked if staff has any questions or comments. Ciecierski stated that at this time he does not.

Knarr asked for comments from the audience, hearing none he asked the Commission if they had any questions or comments. Knarr noted that Akens provided a narrative that went through the general requirements for Conditional Uses that were supposed to be considered, (on page 2 of the narrative) 701B Sections 1-6, 701D Sections 1-4 and 701E all being addressed. Knarr pointed out that there are specific standards that apartment conversions must comply with in the Ordinance, Section 27-702 suggests that if someone is doing an apartment conversion they also have to comply with the requirements of 708 B, C, D, E, F, H & I which are under the multi-family dwelling requirements. Knarr requested to get the information on the record tonight then the Commission can make a recommendation. The general standards and requirements Mr. Akens addressed in his memo are specific requirements for apartment conversions in 27-702 point A, which refers you back to 708 B, C, D, E, F. So, 27-708 B states that dwelling units may be located in a building cellar level so long as said units comply with the Borough's building code. Gutshall and Akens confirmed that there will be no dwelling units in the basement. 27-708C stated that off street parking shall be provided in accordance with provisions of part 8 parking and loading noting that they are complying with by providing a total of four spaces. Gutshall and Akens agreed in the affirmative. 708D states that a dwelling units off street parking area shall be located no more than 200 feet from the dwelling unit's principal entrance and on the same lot unless otherwise permissible by this chapter. Gutshall & Akens stated that the lot is only 150 feet deep, making it in compliance. Knarr continued on to 27-708E which states sufficient screening and buffering from parking areas must be provided to protect the neighborhood from detrimental noise, dust and other disturbances, noting that the parking will be off the alley and behind the existing garage making it in compliance. Akens and Gutshall confirmed that there is nothing else to the rear of the property where the parking will be. Knarr continued onto 27-708F that states conversion of a single family dwelling to a multi-family dwelling shall create no more than 3 total dwelling units including the existing single family dwelling, noting that the plan only proposes two total. 27-708H says the design and size of the apartment conforms with all applicable State and Borough standards and codes. Ciecierski stated that the Borough has not seen a floor plan yet to verify that. Gutshall stated that they will comply with those codes. 27-708I states for proposed use of occupied existing residential structure no exterior modifications except for the rear or side yard shall occur as part of the reuse. Knarr reiterated that the Applicant indicated they will only be doing cosmetic changes to the exterior. Gutshall confirmed that yes they are only doing cosmetic and rehabbing the porch. Knarr asked for any other comments questions from the Commission. Hollick asked if there would be any addition of balconies or stair towers. Gutshall stated that he did not believe so. Hollick asked if there will be any additional utilities added to the outside of the building. Gutshall stated that would be decided at the Building Permit stage. Phillips asked if the attic would be used by the tenants. Gutshall stated that he intends to finish cleaning out both the attic and the basement and then shut them off to the tenants. DeWire asked if there were any internal dimensions to the garage that would prevent parking three cars in it. Akens confirmed that it will be tight squeeze but that nothing should prevent three cars from parking in there. Knarr noted that the carriage house has swing doors and asked if Gutshall had any intention of installing overhead doors. Gutshall stated that he does not wish

to but is thinking about it. Baker motioned to recommend approval of the application to Borough Council because it complies with the general criteria and specific criteria of the Zoning Ordinance. Phillips seconded the motion which passed with all in favor.

G. OLD BUSINESS (ACTION):

None.

H. NEW BUSINESS (DISCUSSION/ACTION):

1. Change July Work Session to Meeting.

Ciecierski clarified that there will be no action necessary due to there being no revised plans from Landmark. DeWire and Hollick both noted that they will be out of town for the July Meeting.

I. COMMENTS FOR THE GOOD OF THE ORDER.

Secretary DeWire asked that motorists yield to pedestrians in crosswalks.

Codes Officer Ciecierski asked that televisions and computer monitors not go out for trash.

Ciecierski noted that the Zoning Hearing was continued to this week if anybody wants to attend.

J. ADJOURNMENT:

With no further business to be discussed, Phillips motioned and Hollick seconded to adjourn the meeting at 7:08 p.m.