

**June 11, 2015 Minutes  
Community Development Committee  
Gettysburg Borough Building**

Chair Susan Naugle called to order the June 11, 2015 Community Development Committee meeting at 3:05 PM in the Borough Building, 59 East High Street. Those in attendance were: Council and Committee Member Rebecca Brown; Charles Gable, Borough Manager; Scott Dellett, Borough Planning Director; Karen Mesher, Borough Management Assistant; Advisory members: Stephanie McIlwee, *Olde Getty Place* (Elm Street and PICPI); Darlene Brown (PICPI); and Director Deborah Adamik and Business Liaison Annie Letendre, Main Street Gettysburg.

Others in attendance: Council President Michael Birkner and Council Member Scot Pitzer; Dr. Daryl Black, President and Executive Director of the Seminary Ridge Museum; and Jim Hale of the *Gettysburg Times*.

**Minutes**

The minutes from the May 14, 2015 Community Development Committee meeting were approved as read.

**Public Comment**

There was no public comment.

**Marketing the Seminary Ridge Museum - Dr. Daryl Black, President and Executive Director**

Dr. Black gave a brief presentation on how to market the Seminary Ridge Museum. He said that he had listened to other initiatives regarding how to guide people to their front door. He stated that he has contacted the National Park Service (NPS), Gettysburg College, and other stakeholders exploring how to broaden the museum's vision. He would like to work with the Borough of Gettysburg and seek input on ways to create visibility. He said that adding road signs, updating wayfinding signs and promoting the museum are some of the initiatives to be considered. He said that the NPS wants to expand their trail network. He said that the image of the Seminary is a private ground and school, and that visitors are reluctant to explore the museum. Ms. Naugle said that the Borough owns and maintains directional signage, and asked if anything can be added to them. Mr. Dellett said that there are exemptions for directional signs, and that directional signage to facilities within the Borough could be reexamined. Ms. Adamik said that moving people through town is important to Gettysburg. She said information could be posted on *Main Street Minutes*, expressing what the Seminary Ridge Museum is doing. Ms. Naugle said that there are a number of publications in the Borough where news could be placed, and commented that the museum is an anchor attraction in the community. She stated that the bike trail in town is headed in that direction. Dr. Black said that *Citizens of*

*the Crossroads* is a theater program that is currently playing at the museum until September, 2015 at 7 PM, and that it highlights the use of medicine and the role of African Americans during the Civil War.

## **Reports and Updates**

### **Elm Street**

Ms. McIlwee, representing Elm Street and *Olde Getty Place*, presented the monthly report (see attached). Ms. McIlwee stated she is working with Jane Hyde of Gettysburg Hospital to promote healthy living in the Gettysburg community. She stated that Elm Street hosted the *Old Getty Place* picnic with the Gettysburg Methodist Church on May 26<sup>th</sup> at the Rec Park, and that it was attended by over 100 people. She said that they will hold an Old Getty Place Open House from July 2 – 4 between 11AM and 8PM. She discussed the 2015 Halloween and Christmas Parades, the \$5,000 Borough Grant for dust-to-dawn lights in the Elm Street alleys and their installation schedule, the Annual National Night Out event in August, and the recent Pennsylvania Downtown Center Annual Conference in Lancaster.

### **Main Street**

Ms. Adamik gave her monthly report (see attached). She said that they are moving the Baltimore Street Project forward and that the enthusiasm is high among committee members. The Committee is planning a possible June 25<sup>th</sup> meeting at the Adams County Library to discuss several short-term projects. She said that an estimate of \$30,000 was given for the Baltimore Street Master Plan, and that a pre-application letter was approved to apply for a \$15,000 grant with matching funds solicited from partners of the Baltimore Street Project. She noted that Nancy Gudmestad is initiating a Mural Project along Baltimore Street and that approximately \$2,000 is needed for the project. Local artist Marty Mummert has designed a mural for the orphanage on Baltimore Street. She said that construction is complete on Steinwehr Avenue, and that the flower baskets would be hung tomorrow. She stated that the BID is updating their brochures and considering possible events like a possible Ice Cream Festival in August. Ms. Adamik discussed the importance of Main Street's role as a business advocate in the Borough; and highlighted their new electronic communications piece, *Main Street Minutes*, where businesses can share information that is important to them. She said that she and Main Street Chair Emmett Patterson will visit with elected officials to inform them on MSG projects and seek their support. She added that MSG programs are the least expensive way to add jobs in the Borough.

## **Planning Director's Report and Updates**

Mr. Dellett gave his monthly report and updates:

- Updated the Committee on the Steinwehr Avenue Phase 2 Project. He said that the bike sharrows have been painted on Queen Street on Tuesday, but the pavement must cure before the crosswalks can be painted
- Reported that he and Mr. Gable had met with PennDOT District 8 officials regarding the Multi Modal Transportation fund grant of \$495,000 and the scope and agreements associated with the work. The Federal Highway Administration came up with funding for items submitted in the original grant application, and the scope of the project will change and is now running around \$275,000
- Stated that there was no information on the TAP grant for the Gettysburg Inner Loop
- Reported that the Central Adams Joint Comprehensive Plan Steering Committee met on June 2<sup>nd</sup> and discussed combined character areas and projects through three municipalities. He said that their next meeting will be on July 2<sup>nd</sup>
- The Planning Commission will meet on June 15<sup>th</sup> to review the application by the Four Square Gospel Church to expand their sanctuary. He said that the Zoning Hearing Board meeting will be cancelled this month because there were no applications to present
- HARB will meet at 7 PM on June 17<sup>th</sup> to review three property applications. He said that he and Gary Shaffer met with the Civil War Trust to discuss their application to demolish the Appalachian Brewing Company and Larson Motel buildings. He said that new information is anticipated in September

Ms. Naugle said that Senator Alloway helped to get the TAP grant and asked to check on its status. Mr. Dellett said that the reorganization of government at the state level has delayed information on the status of the grant. Mr. Birkner asked if there were any penalties for not completing the Steinwehr Avenue Project by the end of May. Mr. Dellett said that the contractor must allow for the curing of the pavement, and that the project is complete pending the placement of the signage. Mr. Pitzer asked what projects were underwritten for the \$495,000 on Steinwehr Avenue. Mr. Dellett said it was for the relocation of the utility poles.

### **Baltimore Street Project – Grant Match**

Ms. Naugle said that MSG is working with the South Mountain Partnership to get funding to complete a master plan and secure a grant match (cash or in-kind match). Ms. Adamik said that the maximum grant amount is \$15,000, so a matching grant request would be \$15,000. She said that the grant application deadline is July 31<sup>st</sup>, and that letters of commitment are needed. She said that the Borough would benefit from the streetscape improvements, and that business development and citizen safety would be promoted. She said that a consensus from the Committee is needed for the matching grant to move this forward. Ms. Becky Brown asked if the needed money would be part of the Borough's 2016 budget, or would we have to provide the funding now. Mr. Dellett said that letters of support are needed by July, 2015. Ms. Naugle said that Council would not consider the funds until the 2016 budget, and Ms. Adamik said that commitment letter from Council is all that is needed now. Ms. Becky Brown said that the Borough must plan and honor all of its commitments, and that more information is needed before Council could put money

behind their support. Ms. Adamik said that she would put together a proposal for Council.

### **Street Banner Ordinance**

Mr. Gable said that he had met with Kathy Gilbert, Gettysburg Area Retail Merchant Association (GARMA) President, to lay out the framework for the GARMA Memorandum of Understanding (MOU) (see attachment) outlining who actually own what. He said that the 12 to 15 Christmas banners are the property of the Borough and would be placed on Borough-owned poles. He said that an engineering study on the wind shear, conducted by the Borough Engineer, is still needed. He said that the Borough would hang the banners on Borough-owned poles, but who will fund the \$3,000 study is yet to be determined. He said that GARMA would like the banners placed on the main streets. He noted that the Christmas wreaths are owned by GARMA, and that permission from the utility companies must be secured to hang wreaths on their poles. He said that the logistics of hanging the banners is vetted through both the Community Development and Public Works Committees. Mr. Dellett said that the Borough has approached Destination Gettysburg, and has not received word to date. Ms. Darlene Brown asked if Hometown Hero Banners could be hung in Old Getty Place. Ms. Naugle said that the banners must meet the street banner requirements, but the restrictions only apply to the Old Town District. She said that the banner placement is slated for November, so the discussion must occur now, and that this Committee needs to move this forward. Mr. Dellett stated that the ordinance is drafted, but the administration of the banners still needs to be discussed regarding Borough-only versus County-wide events. He said that the ordinance is not ready to be advertised or adopted. He noted that the wind load would determine the size of the banners. He stated that the ordinance needs to be discussed at an administrative level before the Solicitor becomes involved. He said that to adopt the ordinance in November, it would have to be advertised in October. He said that the ordinance could be reviewed with the Solicitor at the staff level; and that the review of it would encompass the definition of the scope of the banners, limiting them to Borough-sponsored events. Mr. Gable said that staff could have it drafted for adoption in August, when the amended language could be reviewed.

### **Satellite Dishes in the Historic District**

Ms. Naugle said that the Borough should communicate the placement of the satellite dishes in the Historic District with the landlords who will have these dishes placed on their properties (see attached May 15, 2015 File Note regarding the Federal Communications Commission (FCC) conversation). She said that they cannot limit the placement of satellite dishes outside the Historic District, but can restrict them for safety reasons. She said that the dishes can be placed on balcony or porch areas, but not in common areas in accordance with FCC regulations. Mr. Gable said that letters could be sent to landlords defining satellite dish placement with their Residential Rental Unit (RRU) invoices. Ms. Naugle suggested sending the information to landlords in the RRU letters in lieu of the ordinance.

## **Miscellaneous Updates**

### **Wi-Fi on the Square Update**

Ms. Naugle said that the Wi-Fi Pilot Project will be continued by Adams County.

### **Other Business**

Katie Lawhon of the National Park Service sent out a preliminary report on the May assessment of the Freedom Transit Authority.

With no further business before the Committee, the next meeting will be held on July 8, 2015 at 3 PM.

### **Adjournment**

The meeting adjourned at 4:35 PM.

---

Susan Naugle, Chair