

March 16, 2015
Planning Commission Minutes
Borough of Gettysburg

Vice Chair Sarah Kipp called to order the Monday, March 16, 2015 meeting of the Gettysburg Borough Planning Commission at 7:05 PM at the Borough Building, 59 East High Street. Those in attendance were: Commission Members Sarah Kipp, Martin Jolin and Dominic Picarelli; Planning Director Scott Dellett; and Borough Management Assistant Karen Mesher. Others in attendance were: Wade Leedy of Tommy's Pizza. Commission Members Rad Schultz and Mike Shestok; and Borough Engineer Chad Clabaugh were absent.

Agenda and Minutes

The meeting agenda was accepted as published. Mr. Jolin moved to approve the February 17, 2015 minutes as presented. Ms. Kipp seconded, Mr. Picarelli abstained, and the motion was approved 2-to-0 with one abstention.

Public Comment for Items Not on the Agenda

There was no public comment.

Zoning Ordinance Amendment – Parking, Loading and Unloading

Mr. Dellett presented a memorandum listing the issues that the Planning Commission should consider in their review of the revisions to Part 13 of the Borough Zoning Ordinance, Parking, Loading and Unloading with respect to the following sections: Section 27-1301.6, Section 27-1301.8, Section 27-1302.2, Section 27-1303, and Section 27-1304, as stated in his memo dated March 13, 2015 (see attached). The Planning Commission should consider the following issues:

- Section 27-1301.6 states: *“The required parking for two or more uses may be provided in a common parking area, provided that the total number of spaces is not less than 90 percent of the sum of spaces required for each individual use and further provided that such Shared Parking shall be in accordance with the Urban Land Institute publication Shared Parking – Second Edition, 2005.”* The Planning Commission should discuss the following:
 - If the shared parking option should be specifically described in Part 13, similar to the shared parking provisions in Section 1207 of the Abbottstown Borough Zoning Ordinance (or other zoning ordinances).
- Section 27-1301.8 states: *“For any activity or use involving employees or staff, a sufficient number of parking spaces shall be provided for all employees or for all the employees on duty at any one time.”* In my professional opinion, the language is vague and difficult to verify. The Planning Commission should discuss the following:

- To include parking requirements for employees should be within the parking space requirements for each applicable use category; or
- That parking requirement for each use category adequately covers employee parking.
- Section 27-1302.2 states: *“The Zoning Hearing Board shall determine the parking requirement for any uses, structures or activities not specifically provided for above.”* The Planning Commission should discuss the following:
 - Whether to retain this provision, inserting specific submission requirements and criteria; or
 - Consider the inclusion of a catch-all provision in Section 27-1302.1: All other uses not defined: 1 parking space per _____ square feet of gross or net floor area.
- Section 27-1303 address off-street loading requirements. All establishments are required to provide at least one loading berth of dimensions of not less than 10 feet-by-25 feet. The Planning Commission should discuss the following:
 - Whether businesses under a certain size (square footage) should provide a 10-foot-by-25-foot loading area; instead should the business be allowed to designate an area of loading and unloading without specific (or reduced) dimensional requirements.
- Section 27-1304 addresses exemptions for the downtown area (OT Old Town Zoning District) and Elm Street Overlay District. Under this provision, the parking requirements under Section 27-1302 do not apply, except for new construction or the addition of dwelling units. The Planning Commission should discuss the following:
 - Extend the provisions in Section 27-1304 to other areas (zoning districts);
 - Extend the provisions for Section 27-1304 Borough wide;
 - Consider regulations for shared parking, as described earlier in this memorandum; and/or
 - Consider exemptions in certain individual use categories requirements (i.e. no parking requirement for the first ____ square feet of floor area).

Mr. Dellett said that the overview of the issues for consideration could guide their approach to revising the zoning ordinance, and the Commission could review each section separately.

Mr. Dellett noted that the present ordinance provides for shared parking but it is not spelled out. He referenced the Abbottstown Borough ordinance, Section 1207 (see attached) which addresses Shared Parking Standards, specifically: “A Shared Parking Agreement (2 businesses) or District (more than 2 businesses) which involves a contractual agreement between users is required. A shared parking agreement allows users an opportunity, if they choose, to redesign parking lots to be more efficient in serving multiple users. This may consist of making new curb cuts between parking lots, restriping lots, or redesigning internal traffic circulation and pedestrian walkways.” He said that the formula described in the Shared Parking

Calculations Table involves multiplying parking for individual use, determining the peak use requirements, and calculating the total use for various time periods.

Ms. Kipp asked when considering mixed use, does the column with the highest value determine the minimum parking standard. Mr. Dellett replied that if the Commission is looking at the shared parking provision, then it needs to be explained. Mr. Jolin stated that he likes the Shared Parking Calculations Tabled referenced in the Abbottstown Borough ordinance. Mr. Dellett said that general concepts are needed. Mr. Picarelli asked how much parking does Gettysburg Borough need and is the Commission looking at the entire Borough as a whole entity. Mr. Dellett stated that any future draft ordinance must allow for future development and address supply and demand needs of businesses.

Mr. Dellett noted that the language is vague and difficult to verify in the section that addresses employee parking. The Commission should consider the employee shift differential when considering parking or should include a provision category that adequately covers employee parking.

Ms. Kipp asked if businesses indicated parking based on their usage. Mr. Dellett said that it is difficult to determine efficient business parking, noting that the parking landscape may change. He said that an all-inclusive requirement should be considered that would anticipate employee parking. Mr. Picarelli noted that many businesses had issues with parking, and that parking standards should balance parking between patrons and employees. Mr. Dellett said that the Commission needs to formulate a number, allowing for business growth. He said that the goal is to provide adequate business parking, not necessarily parking for everyone. The Commission needs to consider if there is a way to better manage parking requirements.

Mr. Dellett said that Section 27-1302.2 addresses non-defined uses and whether the Borough should retain this provision or use a "catch-all" provision for non-defined uses. He noted that this would limit the involvement of the Zoning Hearing Board.

Mr. Dellett reviewed off-street loading requirements. Mr. Picarelli stated that the loading space should be a parking space, and that most businesses get one delivery per day. Mr. Leedy noted that deliveries to his business have to be made before 11 AM. Mr. Dellett suggested that the Commission could consider limiting delivery times, and that the alleys behind businesses are designed to be service areas. Mr. Picarelli said that parking spaces could be limited in size, but that these spaces could serve a dual purpose.

Mr. Dellett reviewed the section which "addresses exemptions for the downtown area (OT Old Town Zoning District) and Elm Street Overlay District. He noted that in Abbottstown Borough, there is no requirement for "X" number of square footage. Their Section 1206 outlines parking space reductions (see attached), and may reduce the number of parking spaces up to fifty percent if those public parking spaces are provided and meet certain criteria.

Mr. Jolin said that businesses could get better building designs. Mr. Dellett that this issue is complicated by basing parking on the number of employees. He noted that there are current provision that allow parking within 700 feet of a business entrance. He said that Tommys Pizza falls short of areas where they could obtain parking. He said that the uncertainty surrounding future development makes outlining this requirement difficult, and that "walk-in" traffic must also be considered. Mr. Picarelli pointed to those businesses located within "X" number of feet of a hotel or motel with existing parking. He stated that they

generate a lot of foot traffic. Mr. Jolin said that when the National Park Service (NPS) restored a parking lot to its natural state, it eliminated valuable parking for Steinwehr Avenue businesses. Mr. Dellett agreed, stating that tourists arrive by buses and vehicles and that the elimination of the NPS parking lot did impact Steinwehr Avenue businesses in that corridor. He said that the organizers of the Gettysburg 150th Celebration provided shuttle service to alleviate parking problems.

Mr. Leedy asked if employee parking spots for businesses would count against patron business parking spots. Mr. Dellett said that most business offices are in operation from 8 AM to 5 PM, so there is logic based on the type of usage. He suggested that the Commission consider addressing square footage instead of seating area. If a business constructs a building with "X" amount of square footage, that seating area could change. He noted that the current standard is vague, and that employee parking should be incorporated into the total parking requirement. Mr. Picarelli said that the Commission must define employee versus patronage usage when calculating business parking. Mr. Leedy stated that there are 304 hotel rooms located between the first block of Steinwehr Avenue to the Borough line.

Staff Report

Mr. Dellett said that the Central Adams County Joint Comprehensive Plan Steering Committee met on March 9th, and discussed the natural resources and character areas for housing. Their next meeting will be on April 7th, and components of the study will be discussed by the Committee to move the process forward.

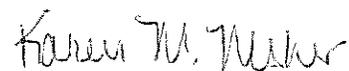
Other Business

Mr. Picarelli asked if the Gettysburg Area School District (GASD) would share their parking area. Mr. Dellett said that GASD said no because of liability issues. Mr. Picarelli suggested that Borough Council send another letter with that request. Mr. Dellett said that Abbottstown Borough has a maximum number of parking spaces. In Gettysburg, sports teams compete at least five times per year. He noted that there are businesses within the Borough that use their parking area anyway. He said that if a business has a huge parking lot that is underutilized, that it becomes a huge resource. He pointed to those businesses located within 500 feet of the parking garage at Race Horse Alley. Mr. Dellett said that the Commission could factor in the GASD parking lot when formulating parking requirements.

Mr. Dellett said that there are currently two different parking standards for different zoning districts. The Commission must consider outlining these standards to limit the involvement of the Zoning Hearing Board in determining such matters. The Commission must develop a "catch-all" clause or define as many parking uses as possible.

Mr. Picarelli made the motion to adjourn, and it was seconded by Mr. Jolin. The motion was approved 3-to-0. The meeting adjourned at 8:05 PM.

Respectfully submitted,



Karen M. Mesher
Borough Management Assistant