

**January 26, 2016  
Planning Commission Minutes  
Borough of Gettysburg**

Planning Director Scott Dellett called to order the Tuesday, January 26, 2016 meeting of the Gettysburg Borough Planning Commission at 7:00 PM at the Borough Building, 59 East High Street, and introduced commission and staff members. Those in attendance were: Commission Members Rad Schultz, Peter Smith, Mike Shestok Martin Jolin and Charles Strauss; Borough Engineer Chad Clabaugh and Management Assistant Karen Mesher. Others in attendance were: Paul S Witt, owner of the Best Western Hotel, Jeff Zigler of KPI Technology, Gary Shaffer of Shaffer Design Associates PC, and Nate Myers of S&W Development Corporation, all representing the Best Western Hotel at 301 Steinwehr Avenue; and Jim Hale representing the *Gettysburg Times*.

**Reorganization**

Mr. Dellett called for nominations for Chairman. Mr. Shestok nominated Rad Schultz; Mr. Jolin seconded the nomination. There were no further nominations. Mr. Schultz will serve as the Chair. He assumed running the meeting.

Mr. Strauss nominated Martin Jolin for the position of Vice Chairman. Mr. Shestok seconded the nomination. There were no further nominations. Mr. Jolin will serve as Vice Chair.

Mr. Jolin nominated Michael Shestok for the position of Secretary, who will be available to sign plans. Mr. Smith seconded the nomination. There were no further nominations. Mr. Shestok will serve as Secretary.

**Agenda and Minutes**

The meeting agenda was accepted as published. Mr. Jolin moved to approve the October 26, 2015 minutes as presented with one correction to the wording as stated in the actual taped wording of the minutes on page 3 under the heading "Tourist Homes" as follows: change "purchased for use as rental properties within the Borough, and that this usage should be discussed. He said that the definition of this usage is defined when an accommodation is rented overnight with monetary compensation." to "purchase and used for tourist rentals within the Borough, and that this usage should be discussed. He said that the definition of this usage is defined in the Zoning Ordinance when an accommodation is rented overnight by transient guests for monetary compensation." Mr. Smith seconded and the motion was approved 4-to-0 with one abstention.

**Public Comment for Items Not on the Agenda**

There were no comments for items not on the meeting agenda.

## New Application

### **A. SLD-16-01 Best Western Hotel, Inc., 301 Steinwehr Avenue, Preliminary and Final Land Development Review**

Applicant requests combined preliminary and final land development approval to permit construction of a three-story, 15,500-square-foot 81-room hotel on 1.7 acres. The subject property is located in the TC Tourist Commercial, Streetscape Enhancement Overlay and Historic Districts.

Mr. Zigler, representing the applicant, gave a brief presentation and answered Commission questions. He said that the building would parallel Culp Street and that the remainder of the parking would meet zoning requirements. He said that there would not be a restaurant/bar area within the facility, but there would be a lounge area for breakfast. He said that the pool would be for patrons only, and that the current dumpster pad would be relocated to a location off of King Street to allow for easier truck access. He noted that there would be a continuous sidewalk leading to the dumpster. He said that there would be no access off of Johns Avenue.

Mr. Dellett said that he had received an email from Mr. Zigler seeking a waiver for the use of a landscape design company for the landscape plan instead of a landscape architect per the *Code of Ordinances Borough of Gettysburg*. Mr. Dellett read from the ordinance in Chapter 22. Subdivision and Land Development, Part 1 General Provisions, Section 22-107 Modifications and Exceptions citing the conditions that must be met (see attached). The Commission discussed the conditions with the applicant. Mr. Clabaugh said that when the qualifications go beyond that of the Borough Engineer and his firm, then it would be expensive for the applicant. He recommends following the intent of the ordinance and have a landscape architect review and seal the plans. The Commission agreed with the Borough Engineer. The applicant withdrew his request for a variance.

Mr. Dellett presented the background information and recommendations on the application as depicted in his Planning Commission memorandum dated January 13, 2015 (see attached). He explained that the County has 30 days to review the application before the Commission can act on this application. He stated that the deadline for submission of the application is April 12, 2016.

Mr. Clabaugh had stated in a letter to the applicant dated January 21, 2016 acknowledging the receipt of the applicant's plan, Engineer Project No. 2382.3.02.07 as prepared by KPI Technology dated December 14, 2015. He stated that C.S. Davidson has reviewed the plans and offered the following comments concerning Subdivision and Land Development, Stormwater Management, and other relative comments (see attached).

Mr. Dellet said that, in addition to the letter sent by the Borough Engineer, he noted in his memo that both the Adams County Office of Planning and Development and the

Gettysburg Municipal Authority have also reviewed the applicant's plans (see attached letters dated January 12<sup>th</sup> and January 15<sup>th</sup>) and have offered comments regarding compliance with the Gettysburg Borough and Land Development Ordinance; and comments regarding water, sewer, fire hydrant flow test, water/sewer capacity needs, and any affiliated costs respectively. The Commission discussed the comments, requirements and recommendations associated with Mr. Dellett's memo. Mr. Dellett suggested that the applicant table his application until any outstanding issues could be met.

Mr. Shestok made a **motion** that the Planning Commission follow staff recommendations and table the combined preliminary subdivision and final land development plan application to provide the applicant the opportunity to address all outstanding issues. Mr. Jolin seconded the motion. The motion was approved, 5-to-0.

Mr. Dellett asked Mr. Zigler if it was possible to have revised plans within two weeks from today's date. Mr. Zigler responded possibly. The next Planning Commission meeting will be held on February 16, 2016.

Mr. Dellett asked the Commission if was their intent to continue having the Planning Commission meeting on the third Monday of the month with the exception of January and February due to government holidays. The Commission affirmed the continued meeting schedule.

### **Planning Director's Report**

#### **A. Joint Comprehensive Plan Update – Steering Committee**

Mr. Dellett said the Central Adams County Joint Comprehensive Plan Steering Committee had not met since November, 2015. Both Mr. Shestok and Mr. Smith attended January 6, 2015 meeting at the Adams County Agricultural and Natural Resources Center on Old Harrisburg Road and updated the Commission. The Steering Committee will hold their next meeting on February 2<sup>nd</sup>.

Mr. Shestok asked about the open issues regarding the Four Square gospel Church on West Middle Street. Mr. Dellett said that staff is addressing those issues.

### **Other Business**

Mr. Shestok asked if parking issues were still being explored regarding the Zoning Ordinance. Mr. Dellett said that staff is waiting direction from Borough Council and the finalization of the 2016 Budget.

**Adjournment**

Mr. Shestok made the **motion** to adjourn, and it was seconded by Mr. Strauss. The motion was approved 5-to-0. The meeting adjourned at 8:18 PM.

Respectfully submitted,



Karen M. Mesher  
Borough Management Assistant