

August 15, 2016
Planning Commission Minutes
Borough of Gettysburg

Vice-Chair Martin Jolin called to order the Monday, August 15, 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 Peter Smith, Mike Shestok, and Charles Strauss; Borough Engineer Chad Clabaugh, and Borough Management Assistant Karen Mesher. Commission Member Rad Schultz was absent. Also in attendance: Bob Sharrah of Sharrah Design Group, Inc. (SDGI), representing 353 York Street; Jeff Zigler, Civil Project Engineer, KPI Technology representing, Bill Baldwin and Jim Biesecker, Gettysburg College representing 235 West Lincoln Avenue; and Susan Naugle, Gettysburg Borough Council member.

Agenda and Minutes

The meeting agenda was accepted as published.

Mr. Shestok made the motion to accept the June 20, 2016 minutes as presented and noted the following correction to page 3: changed "Stormwater and Land Development Ordinance (SALDO)" to "Subdivision and Land Development Ordinance (SALDO)". Mr. Charles Strauss seconded, and the **motion** was approved 3-to-0. Mr. Shestok made the **motion** to table the July 18, 2016 minutes as presented pending a quorum. Mr. Peter Smith seconded, and the motion was approved 4-to-0.

Public Comment for Items Not on the Agenda

There was no public comment.

Review Application

SLD-16-02 York Dental LLC, 353 York Street, review application for Preliminary/Final Subdivision Plan (Lot Consolidation). The property is located in the RO Residential Office, Historic and Streetscape Enhancement Overlay Districts.

Mr. Sharrah of Sharrah Design Group, Inc. (SDGI), representing the applicant, responded to the Borough Engineer's review comments from his July 13, 2016 letter. He presented the submitted revised plans to the Commission with the following responses:

- *The submitted plan does not indicate the required landscape divider between rows of parking as required in SALDO §22-1103-4.A (3).* Mr. Sharrah explained that due to the fact that there is limited space available on these combined lots, providing the divider strip would require that some other Ordinance provision would not be adhered to; and allowing the waiver in this rear yard area does not adversely impact the general public's health, safety and welfare. He stated that the lot to the rear of the building would lose spaces if the divider was required.

Mr. Shestok made the **motion** to grant approval in accordance with SALDO §22-107 that the developer's written request for a waiver from literal compliance with 22-1103-4.A (3) relating to landscape dividers between opposing rows of parking in the Preliminary/Final Land Development Plan at the rear 353 York Street, considering that approval of this waiver would not be detrimental to the general public health, safety and welfare; is not visible to the public; and that it is for an existing public parking lot. Mr. Strauss seconded, and the motion was approved 4-to-0.

- *The submitted plan called for the dumpster to be relocated across Hudson Alley, and that the location and parcel needs to be included as part of the land development plan. If it is a separate parcel (that could be sold separately), then an easement for the dumpster needs to be provided as it is essential for this approval and continued operation of the commercial business. The dumpster needs to be screened in accordance with section 22-1011.* Mr. Sharrah stated that the dumpster location on the south side of Hudson Alley has been added to the appropriate plan views. Mr. Sharrah provided a letter from "Shawn J. Smith of Knight Builders, owner of 353 Rear York Street stating that the Gettysburg Dental Associates has permission to place the dumpster on his property. He stated that he would add a description of the dumpster, a tenure of the agreement, and how either party could negate the agreement if necessary per the recommendation of the Commission. Mr. Clabaugh stated that in accordance with §22-1101, the dumpster location must be enclosed. Mr. Sharrah stated that the site is nearly enclosed already by a chain link fence.

Mr. Shestok made the **motion** to approve relief from the screening of the dumpster to the rear of 353 York Street in accordance with §22-1011 conditioned on an acceptable agreement be provided, and considering that the site is in an alley which does not impact neighboring residential development and that the site already houses dumpsters. Mr. Smith seconded, and the motion was approved 3-to-1.

- *A developer's agreement and public improvements security needs to be provided in accordance with Part 8 of the SALDO. The developer's engineer needs to provide a security estimate for review. It should include the landscaping, dumpster screening, the porous pavement and the erosion control items.* Mr. Sharrah acknowledged that a Public Improvement security be provided in accordance with Part 8. Mr. Sharrah agreed to comply with a short form of the developer's agreement to pay bills incurred with §22-801.1.

Mr. Clabaugh said that regarding Stormwater Management, the area of the proposed porous pavement was indicated, and that this project will be exempt from rate control per section 301.A.3 of the Stormwater Ordinance. He stated that a stormwater operation and maintenance (O&M) agreement needs to be enacted for the continued maintenance of the proposed permeable pavement. He noted that this Agreement is included in the Report as "Appendix A", and will be executed when all known revisions have been made immediately before recording. He stated that this will be an outstanding item for the Planning Commission.

Mr. Clabaugh stated that both the Gettysburg Municipal Authority (GMA) and the Gettysburg Fire Department (GFD) have reviewed the plans and had no comments. Mr. Clabaugh reviewed the comments from the Adams County Office of Planning and Development letter dated July 21, 2016:

- The minimum green area of 10 percent will comply when the lots are consolidated, and will add a line provision to the Site Data Table on the plans
- The conditions stated in the August 4, 2016 indicating an agreement for the dumpster, a security developer's agreement, an operation and maintenance agreement; and compliance with a 10 percent minimum green area as stated in the July 21, 2016 letter.

Mr. Strauss made the **motion** to conditionally approve the application for the Preliminary/Final Subdivision Plans (Lot Consolidation) with added plan revisions as stated in the August 4, 2016 letter from Sharrah Design Group, Inc. addressing the comments from both the Borough Engineer and the Adams County Office of Planning and Development indicating that the following conditions are met: providing a dumpster relocation agreement, a security developer's agreement, and an operation and maintenance agreement; and complying with the 10 percent of minimum green area. Mr. Shestok seconded, and the motion was approved 4-to-0.

Review of Gettysburg College Dining Hall Improvements Plan

SLD-16-03 Gettysburg College Dining Hall, 235 West Lincoln Avenue, Formal Combined Preliminary and Final Land Development Plan for a new addition to the Dining Hall.

Mr. Clabaugh said that Mr. Jeff Zigler of KPI Technology, and Mr. Bill Baldwin and Mr. Jim Biesecker of Gettysburg College presented the Combined Preliminary and Final Land Development Plan on behalf of Gettysburg College for an addition to their Dining Hall located at 235 West Lincoln Avenue as submitted at the July 18, 2016 Planning Commission meeting. Mr. Zigler responded to the August 12, 2016 letter from the Borough Engineer, and addressed his comments. Mr. Clabaugh discussed landscaping, inquiring about the number of planting units at both the Dining Hall and the Welcome Center. He noted that the land at Gettysburg College is one parcel. Mr. Zigler said that the plans indicated a total of 16 planting units, but indicated that the applicant wanted to list the total planting units for both projects, securing a bond, and demonstrating their location at a later date closer to the plan finalization. Mr. Biesecker said that both projects have a similar time schedule. Mr. Clabaugh said that the minimum number of planting units must be noted on the plans. He indicated that the Stormwater Management comments in his letter are basic "housekeeping" requirements, and needed to be addressed. He noted that review comments are still pending from both the County and GMA, including the GMA letter dated August 1st. Mr. Zigler stated that the new addition to the College Dining Hall on West Lincoln Avenue will be added to the existing building, and is shown on the plans. He said that the mechanical engineer will address all other comments. Mr. Clabaugh said that the

review comments from the Adams County Office of Planning and Development are outstanding.

Mr. Shestok made the **motion** to table the Combined Preliminary and Final Land Development Plan by Gettysburg College at 235 West Lincoln Avenue as submitted until the review comments from the Gettysburg Municipal Authority and the Stormwater Management comments from the Borough Engineer could be addressed. Mr. Strauss seconded, and the motion was approved 4-to-0.

Formal Acceptance of Land Development Plan Submission

SLD-16-04 Gettysburg College Jackson Family Welcome Center, 300 Block of Carlisle Street. Formal Combined Preliminary and Final Land Development Plan submission for a new addition to the Eisenhower House.

Mr. Clabaugh said that Mr. Jeff Zigler of KPI Technology provided the Combined Preliminary and Final Land Development Plan on behalf of Gettysburg College for an addition to the Eisenhower House, known as the Jackson Family Welcome Center, located in the 300 Block of Carlisle Street for formal submission at the August 15, 2016 Planning Commission meeting. He said that the plans show an addition to the north side of the Admissions Building, and will incorporate the Jackson Family Welcome Center to the existing building adding 3,500 square feet. He included all of the administrative documents and stormwater applications needed for submission. Mr. Baldwin said that the building will incorporate an area where prospective students can view a 45 minute presentation about Gettysburg College. Mr. Biesecker said that a 43-space parking lot was added behind the building four years ago.

Mr. Shestok made the **motion** to accept the Combined Preliminary and Final Land Development Plan by Gettysburg College for the Jackson Family Welcome Center addition to the existing Eisenhower House in the 300 Block of Carlisle Street as submitted to begin the review process. Mr. Smith seconded, and the motion was approved 4-to-0.

Staff Report

Planning Department Duties and Continuation Plan

Mr. Clabaugh noted that Mr. Shestok will be on vacation from October 3rd –October 23rd. He said that the Planning Commission has unique approval authority, and that they make very important decisions. Mr. Clabaugh updated the group on the status of replacing the Planning Director noting that 15 applications were received and interviews are underway.

Joint Comprehensive Plan (JCP) Update – Steering Committee

Mr. Clabaugh said that both the Planning Commission and Borough Council should work together to formulate a plan that will benefit the Borough. He said that a future meeting will be set in September to include Borough Councilors, Township Supervisors, and the

Planning Commission. He said that this plan will precede Updates to the Zoning ordinance, 537 plans (sewer plans), and will affect how growth develops in Adams County.

SALDO

Mr. Clabaugh said that there are no current updates to report. The Planning Commission suggested that this item be tabled until a new Planning Director has been hired. Mr. Clabaugh agreed.

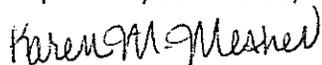
Other Business

Mr. Clabaugh said that the Commission will accept a Minor Subdivision plans for 142 East Water Street at their September 21st meeting. There was no other business.

Adjournment

Mr. Shestok made the **motion** to adjourn, and it was seconded by Mr. Strauss. The motion was approved 4-to-0. The meeting adjourned at 9:15 PM.

Respectfully submitted,



Karen M. Mesher
Borough Management Assistant