

MINUTES
DILLSBURG BOROUGH PLANNING COMMISSION MEETING
APRIL 22, 2015

The April meeting of the Dillsburg Borough Planning Commission was called to order on the above date at 7:30 PM. Planning Commission Members in attendance were Allen Reeves, Paul Eurich, Brian Radcliffe, Joe Robinson and Leon Zeiders. Also present were Borough Engineer Tim Knoebel and Borough Secretary Debbi Beitzel. Borough Manager Karen Deibler wasn't present.

The following visitors were present: Colgan representative Chris Hoover from Hoover Engineering and Sam McKinney from NYCHAPS.

The first item on the agenda was the Re-Organization to Elect Officers for Chairman and Vice Chairman. Paul Eurich nominated Allen Reeves for Chairman. Leon Zeiders seconded the nomination. Joe Robinson moved to close the nominations. – Motion Carried.

Leon Zeiders nominated Brian Radcliffe for Vice Chairman. Paul Eurich seconded the nomination. Joe Robinson moved to close the nominations. – Motion Carried.

The second item on the agenda was the approval of the November 19, 2014 meeting minutes. Vice Chairman Radcliffe moved to approve the Planning Commission meeting minutes of November 19, 2014 as presented. Member Joe Robinson seconded the motion. - Motion carried.

The third item on the agenda was the discussion of the Preliminary/Final Land Development Plan for Colgan. Chairman Reeves stated this plan has vastly improved since the last meeting in November. He indicated they still face the issue of having no entrance or exit except by the way of Route 15. Chris Hoover gave a brief overview of the project and some history on why the property has changed. Mr. Hoover indicated they had prepared the subdivision plan for Wayne Homes that created two lots, 2 and 2A. Originally, the concept plan presented previously showed the development of lot 2A, which is immediately behind the NYCHAPS property. Mr. Colgan had purchased lot 2A from Wayne Homes and then NYCHAPS had approached Mr. Colgan and offered to purchase lot 2, then do a land swap with him so that the land behind NYCHAPS would remain with NYCHAPS. Mr. Hoover indicated Mr. Colgan agreed with the land swap. Mr. Hoover indicated the proposed improvement office building of 4,500 square feet, associated parking, and stormwater were moved to the adjacent lot which would be better for the two parties involved. Mr. Hoover stated they still have access off of Route 15 which will be a joint use access shared by Colgan and NYCHAPS; the agreements are currently being worked out between Mr. Colgan and NYCHAPS. Vice Chairman Radcliffe asked if the agreement was going to specify the right-of-way. Mr. Hoover indicated there will be separated agreements that will be prepared and he will provide copies to the Borough as they are

drafted; the agreements will stipulate the ownership and maintenance of the access and who will be responsible.

Mr. Hoover indicated the proposed building was oriented somewhat differently; the front nor the side plane of the building is parallel to Route 15; it's actually cocked on the Dillsburg grid. The second reason behind this is the issue of visibility and advertising as far as the signs intended to be placed on the building. Mr. Hoover stated according to the site plan, the proposed building is essentially located in the middle of the property, parking is on the northern and eastern sides of the building and the stormwater management facility is located to the rear and side of the building which would capture and control the stormwater being generated by the pervious area. The utilities are going to be extended from Baltimore Street; both public water and sewer. Mr. Hoover stated they have had discussions with DAA on capacity issues. Mr. Hoover indicated when the original Wayne Homes plan was approved DAA had 3 EDU's assigned to this tract. As part of the agreement of NYCHAPS purchasing the lot from Mr. Colgan, DAA exchanged one of the EDU's which would meet the requirement for Mr. Colgan's building to have public water and sewer. Mr. Hoover indicated more information from DAA will be provided once those issues are complete. Vice Chairman Radcliffe asked if the 3 EDU's are reserved. Mr. Hoover stated Mr. Williams indicated there were 3 EDU's reserved.

Mr. Hoover indicated he didn't have any issues with Engineer Knoebel's comments. A waiver to the requirement to submit a Preliminary Plan has been requested. - The waiver request is attached. There was discussion on the following comments:

1. Parking areas are located in the "front yard" area. – Mr. Hoover indicated he wasn't sure if in this situation this would apply. Engineer Knoebel stated he didn't have a strong opinion about this, but when the ordinance was done he thought it was intended for the property within the internal parts of the MUC district which isn't the frontage on Route 15. This isn't the same type of lot that a lot of the properties in the MUC district are. Engineer Knoebel asked if this was the way the parking lots had to be. Mr. Hoover stated it's tied to the grid system of the Borough. Engineer Knoebel stated he would check with the zoning officer.
3. Sidewalks should be provided adjacent to public streets. – Mr. Hoover stated if there is a need to put sidewalks in, they can comply. Engineer Knoebel indicated he wouldn't want to encourage people to walk along Route 15. Chairman Reeves asked if Route 15 qualified as a public street. Engineer Knoebel stated it may not. Chairman Reeves stated he personally doesn't want to see a sidewalk along Route 15. Mr. Hoover indicated they would rely upon any guidance from the PC and if they have to add them, they will.
4. A loading/unloading area is required. - Engineer Knoebel indicated his thought was to identify there is enough space to make this happen. Mr. Hoover stated there is a designated area in front of the dumpsters that can be used for loading/unloading without impacting traffic.
5. Screening - Mr. Hoover indicated they adjoin a residential zone to the rear of the parking lot and they didn't add screening because the property line that adjoins them is encumbered by the storm water drainage easement. If the PC doesn't have any problems with them encroaching into the drainage easement with plants, they can

screen the entire line. Engineer Knoebel asked if there was some space to get screening there. Mr. Hoover stated yes, there was 22 feet outside the drainage area to screen. Engineer Knoebel stated the purpose of bringing the issue up was to respect the wishes of the adjacent property owner. Perhaps the adjacent property owner could have some input on this. Mr. Hoover stated they would check with them and find a happy medium outside the drainage easement to get something to help shield and buffer the property.

Mr. Hoover stated the remaining comments deal with outside agency approvals, some clarification on issues and some stormwater issues to clean up. He indicated the erosion control plan never got submitted to KPI, so some of those comments regarding calculations never got to the office and will be cleaned up for resubmission.

Mr. Hoover stated they will be applying for a PennDOT permit and will get a copy of the HOP to KPI and to the Borough prior to the issuing for an awareness letter which is needed in order to make the submission. Vice Chairman Radcliffe asked if two would be needed. Mr. Hoover stated yes one would be issued in the name of DAA and then a joint use one in the name of NYCHAPS/Colgan.

Engineer Knoebel asked if the building was a one story. Mr. Hoover stated yes.

Mr. Hoover indicated the plans were submitted to the YCPC, but haven't gotten their comments back yet.

Member Eurich asked if the HOP was a done deal. Mr. Hoover stated dealing with PennDOT is never guaranteed but prior to Mr. Colgan purchasing the land, they did reach out to PennDOT and they indicated that based upon the issuance to the prior permit and a review of what was being proposed, they would probably issue it again. He stated when there is an existing lot of record fronting on a PennDOT highway, PennDOT almost has to give the property owner access; they can control how the owner gets access but they can't deny access. Vice Chairman Radcliffe asked if PennDOT would require an acceleration/deceleration lane. Mr. Hoover stated they don't generate enough traffic to meet any of the warrants. Member Zeiders stated he thought this would be dangerous on Route 15 not to have these lanes because people would be turning from a high speed lane. Mr. Hoover stated there is the shoulder area where cars can get off. Member Zeiders stated not really unless they want to run in the guardrail. Mr. Hoover stated the guardrail is further up the site. Member Zeiders stated there is guardrail the whole way up through. Mr. Hoover stated there is not; it starts up on Lot 2A about 60 feet above the proposed driveway. Member Eurich asked if NYCHAPS would use the driveway as an access, would it then generate enough traffic to warrant an acceleration/deceleration lane. Mr. Hoover stated he didn't know. Member Zeiders asked if NYCHAPS even wants the entrance off of Route 15. Mr. Hoover stated through the discussions, yes. Member Zeiders indicated he could see the advantages not to have the entrance because NYCHAPS can get into their property through Baltimore Street. Member Robinson stated there are two separate parcels and you have to have access, so they would have the right to ask for access out onto Route 15. NYCHAPS wants the property for parking and can use the driveway through their property. Mr. Sam McKinney indicated NYCHAPS does want to be able to come off Route 15 because they don't want cars coming through the historical site. Chairman Reeves asked if the main entrance and exit for NYCHAPS would be off of Route 15. Mr. McKinney stated yes. Engineer Knoebel

asked if Lot 2A would be used primarily for events. Mr. McKinney indicated they would like to eventually have a building on this lot. Member Zeiders asked when they would have a for sure signed document to get access on Route 15; because until then, the plan is worthless. Mr. Hoover indicated their intentions were to attend this meeting, get review comments and any other feedback from the PC and then revise and finalize the plans. So prior to the next meeting, they will have made the HOP submission but probably won't have it in hand by then. Member Zeiders stated he felt they should see a signed document or it doesn't make any sense to go forward with the plan. Member Robinson indicated they will get into the property. Member Zeiders stated his basic thinking was he would not like to see another entrance onto Route 15; which means the owner is coming off Second Street. Chairman Reeves stated he agreed but someone else should provide this for them; the ultimate goal is to not have any entrances on to Route 15, but PennDOT is making matters worse. At the point when PennDOT decides to close Route 15 off and make it a limited highway, they will have to provide a way for the owners to get in and out of their properties by way of Second Street. Member Robinson stated they will issue the permit. Chairman Reeves stated at this point yes, but they just aggravate the situation more and more until they take reasonable action to deal with the traffic problem which they helped create. He indicated he didn't think PennDOT always makes good engineering decisions because every entrance they add on makes it harder, more difficult and more expensive for them to make a limited access highway out of Route 15. He stated PennDOT doesn't seem to think about it and clearly the owners have to have some way in and out of their properties; and Route 15 is the easiest. Chairman Reeves indicated from his perspective, this is poor planning. Vice Chairman Radcliffe stated he agreed but didn't see any alternatives at this point. Vice Chairman Radcliffe indicated he didn't see how PennDOT could make it a limited access highway anymore in this section because there are too many properties; the only solution would be to go around Dillsburg. Member Robinson stated the solution to the problem for the temporary future is there is a project that is about to start in Dillsburg that will put adaptive signals the whole way through the corridor; so as the traffic volumes build and decrease, the signals learn the movements and react. For the short term this will give us some relief. Member Zeiders indicated this project was to be done many years ago and now it won't be until 2016. Member Robinson stated the adaptive signal technology has only been around for two years.

Member Robinson asked Mr. Hoover if the plan was coming back to the PC. Mr. Hoover stated yes, they have some clean up to do and must address the comments and will be submitting a NPDES permit which will reflect those revisions and additions to the plan and we also need YCPC comments. Member Robinson indicated they will have a much better flavor once the HOP is submitted. Vice Chairman Radcliffe asked if the submission was turned into DAA for the sewer and water. Mr. Hoover stated once they sit down with DAA and get all the particulars worked out, they will have to submit that in the name of the DAA so they don't have to bear the cost.

Vice Chairman Radcliffe asked if the change in location of the utility easement has been formalized. Mr. Hoover stated yes.

Member Eurich asked where the sidewalk ends. Member Robinson said the sidewalk ends at the car wash. Vice Chairman Radcliffe stated the sidewalk on Second Street ends with DAA. Member Eurich stated you can't require a hunk of sidewalk. Vice Chairman Radcliffe

stated the only place would have been along Route 15, which is presumed to be the building front. Chairman Reeves indicated he wasn't sure where the building front was; was it along the north side? Mr. Hoover stated the actual front of the building is the alcove where the handicap parking is; this is the entrance way. Vice Chairman Radcliffe stated technically Route 15 is the building front and to put sidewalks along there wouldn't be safe. Engineer Knoebel stated if there was a way to get to their property somehow it would be nice to walk to it; but this would be out of their control.

Member Zeiders asked if the sewer system would be gravity flow or will it have to be pumped. Mr. Hoover stated it will have a grinder pump that will lift up to Baltimore Street and then gravity across the street and tie into the main. Engineer Knoebel stated so there will be a gravity lateral. Mr. Hoover indicated this was what Mr. Williams wanted.

Member Zeiders asked if the fence was going to be moved back beyond the right-of-way so they can always get down through the right-of-way. Mr. McKinney stated he didn't know but said however it has to be. Mr. Hoover stated the only permanent impact they were going to do to the NYCHAPS property was a tree would have to be removed.

Member Zeiders asked if a garbage truck would be able to actually get in the designated area. Mr. Hoover stated yes.

Chairman Reeves asked if there was any more discussion. Vice Chairman Radcliffe asked if there needed to be a motion. Chairman Reeves stated no, they just wanted the PC comments. Mr. Hoover thanked everyone for their time.

Old Business:

There was none.

New Business:

Member Robinson indicated he would be out of town and unable to report at the Borough Council Meeting in May.

Adjournment: As there was no further business, Member Joe Robinson moved to adjourn at 8:24 PM. – Motion carried.



Debbi L. Beitzel
Borough Secretary

cc: A. Reeves T. Knoebel
B. Radcliffe M. Allshouse
J. Robinson Mayor Hollinger
P. Eurich K. Deibler, Borough Manager
L. Zeiders Council