

MINUTES
DILLSBURG BOROUGH PLANNING COMMISSION MEETING
NOVEMBER 20, 2013

The November 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 Chairman Allen Reeves, Vice Chairman Brian Radcliffe, Paul Eurich and Leon Zeiders. Also present were Borough Engineer Mike Begis, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. PC Member Joe Robinson and Borough Solicitor Mark Allshouse weren't present.

The following visitors were present: Cheryl Love from ELA Group, Anthony Colestock from CRA Architects and Jason Young from NYSCD.

The first item on the agenda was the approval of the July 24, 2013 meeting minutes. Member Paul Eurich stated on page two, 2/3 down, the word "wrong iron" should be "wrought iron" and on page three, eighth line down the word "though" should be "thought. Member Leon Zeiders stated on page one, sixth line from bottom, the word "operation" should be "operate" and on page two, second paragraph, fourth line, "and moved and changed" should be changed to "but changed". Chairman Allen Reeves stated on page four, half way down, the word "destiny" should be "density". Vice Chairman Brian Radcliffe stated on page five, second paragraph, second line, the word 'pumped" should be changed to "ramped". Vice Chairman Radcliffe moved to approve the Planning Commission meeting minutes of July 24, 2013 as amended. Motion was seconded by Leon Zeiders. - Motion carried.

The second item on the agenda was the discussion of the Dillsburg Elementary School Addition sketch plan. Cheryl Love with ELA Group stated the project will involve renovations to the existing building and a two story addition. The two story addition will be housed where the existing modular classrooms are currently; the existing modular classrooms will be removed. The addition contains eight regular classrooms and two special education spaces; the existing modular classrooms currently consist of four classrooms. During the duration of the construction, there will be two new temporary classrooms placed in the playground area behind the building and removed when construction is 100% finished. She stated they would be looking for an access primarily intended for emergency purposes only with minimum use with new sidewalks around to the rear and connecting to what will be reestablished as the play space area.

Ms. Love indicated with the work from the project seven additional parking spaces would be added back near the loading dock and service area, as well as a new cooling tower and two dumpsters on a new concrete pad. There would be a total of 73 parking spaces for the site; which meets the requirements of the zoning ordinance.

Ms. Love stated they are currently working on the stormwater management plan. The present modular classrooms currently splashes on grade with the stormwater pieces, but the roof drainage from the addition would be pulled underground and connected to an underground stormwater system in the area.

She indicated the addition wouldn't have any new restrooms; DAA was provided notification of this. She stated they aren't anticipating any increase in staff within the school; it is more of a spreading out project.

Ms. Love stated the majority of the project is occurring on top of space which is currently impervious from the modulars themselves; there will not be a lot of impact on the property. She stated they will have the stormwater system designed to meet the ordinance requirements for the project.

She indicated they would be looking towards two modifications: 1. To entertain a modification for preliminary plan processing and 2. To submit the construction financial guarantee for the improvements based on the fee taxpayers base for the school district and be able to be looked favorable for this modification.

Mr. Eurich asked if the existing parking spaces included the spaces in front of the school and the ones by the ball fields. Ms. Love stated yes. Vice Chairman Radcliffe stated there are currently four parking spaces and two handicap spaces in the back. Ms. Love stated that was correct and with fairly minimal improvement with a small amount of paving, they are able to capture another row of parking and relocate the dumpsters within a concrete pad.

Mr. Zeiders asked if the special education classes are going to be an addition or are the classes currently there. Mr. Colestock stated yes and it is currently an overflow of space for certain students to use for small group instruction. This instruction is currently taking place in offices throughout the building.

Mr. Zeiders asked where the stormwater goes for the old part of the building. Ms. Love stated currently there is a small yard drain at the back of the school property in the playground space which runs down around the building and connects up to some of the inlets in front of the building and the storm drainage within the parking lot discharges to the edge of the bank towards the woods. Vice Chairman Radcliffe asked if the underground system would discharge the same way. Ms. Love stated yes. Mr. Colestock stated there was a geo-tech report done for the foundation and footer design; at that time there was a perk test done which came back as an unfavorable site for infiltration. Another perk test is scheduled this week in an area where stormwater is more suited for a basin. Engineer Begis stated at some point a level infiltration will have to be done because we don't want to cause any problems to the school or the foundation. Ms. Love stated they generally do what the geo-tech recommends.

Engineer Begis stated to the PC that this was only a sketch plan and the applicants were looking for some input and what their thoughts might be.

Mr. Colestock stated the modulars would be in place for the entire 2014-15 school year.

Mr. Zeiders asked if the building currently has an elevator. Mr. Young stated yes.

Mr. Colestock stated the original intent when the school was designed in the last 70's was to put on an addition at the proposed location; but the school district decided to go with the four temporary modulars.

Engineer Begis asked the PC what their thoughts were to skip the preliminary plans and go right to the final plan. The PC all agreed they didn't see any problems with this request.

Engineer Begis indicated another concern was the bonding issue and could be discussed when the final plan comes in. The bonding issues would be ultimately Council's decision. Vice Chairman Radcliffe stated justification isn't so much that they are government partners but more to show there was a funding stream to take care of the project.

Vice Chairman Radcliffe indicated the applicants should look at recalculating the number of EDU'S. Mr. Young stated Dr. Eshbach had received a letter several months ago inquiring about school enrollment and he had responded to the letter.

Engineer Begis stated there is a maintained buffer along Fisher Run and it is important the discharge is as far back as possible. Vice Chairman Radcliffe asked if the water was a private line off of Chestnut Street. Ms. Love stated yes.

Engineer Begis stated there were some questions regarding the temporary classrooms needing to be shown on the plan; Engineer Begis stated they should be shown on the plan and some notation regarding the time frame for removal of those classrooms. Mr. Colestock stated it will be part of the construction project; the removal of the modulars, make repairs to the playground and place a permanent fence around the playground.

Vice Chairman Radcliffe asked if the addition was going to match in with the existing brick building. Mr. Colestock stated yes.

Ms. Love indicated there will be a temporary fence put up during the construction project.

Mr. Zeiders asked if the proposed maximum lot coverage (page 1) was additional or just proposed. Ms. Love stated the 12.23% is calculated on the rear parcel lot. Mr. Zeiders asked how they got to 30%. Ms. Love stated the 30% is what is required within the ordinance.

Mr. Eurich indicated the location map (page 1) was incorrect. Ms. Love stated she would look into getting a more recent map.

Mr. Zeiders asked if anything could be found more current and local regarding #10 under layout notes (page 5). Ms. Love stated they will correct and change it to reference NYCSD not East Hempfield.

Mr. Eurich stated there is a safety issue when there is activity at the school and ball fields at the parking spaces by the ball fields. He asked if the spaces are being used by staff. Mr. Young stated they are usually used by the baseball people and on occasion by the school when there is a large visiting activity.

Mr. Eurich indicated the property owners listed on the plans are incorrect. Ms. Love stated they will go back to the surveyors and have it updated.

Manager Deibler asked Engineer Begis if the PC would have to discuss whether the applicant could submit a Preliminary Final plan and take it before Council next week. Engineer Begis stated if the PC could express their feelings on it then the applicant could

move forward. Chairman Reeves stated they could decide that tonight. Ms. Love stated they would listen to the PC thoughts and then bring in the formal waiver request when the plans were submitted. The PC indicated they had no problems to eliminate the Preliminary plans and go forward to submit a Final Land Development Plan.

Engineer Begis asked when the applicants planned on submitting the plans. Ms. Love stated they would be submitting the plans on Monday, November 25, 2013.

Chairman Reeves indicated he would be attending the December 10th Council Meeting to report.

There was some discussion regarding the incorrect information on the maps.

Old Business: Mr. Eurich asked what the status was on the ADA ramps which failed. Manager Deibler stated another person came to inspect them and minor repairs were done to them. Vice Chairman Radcliffe stated the ramp by the Coffee Shop which puddles up, the people were there repairing it with incorrect tools; they need to raise it up a little bit. Manager Deibler indicated the Borough continues to talk with PennDOT however the Borough thinks they are finished and accepted because the construction signs have been taken down.

New Business: Borough Secretary Beitzel asked if the Planning Commission still wanted to continue meeting on the fourth Wednesday of the month at 7:30 pm. They all stated yes.

Adjournment: As there was no further business, Vice Chairman Brian Radcliffe moved to adjourn at 8:20 PM. – Motion Carried.



Debbi L. Beitzel
Borough Secretary

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