

MINUTES
ELIZABETHTOWN PLANNING COMMISSION
August 26, 2008

The Planning Commission met at 6:30 PM with the following Commissioners in attendance: Neil Ketchum, Dick Earhart, Jeff Kinsey, and Anita Paynter. Also present were Assistant Borough Manager Roni Ryan and Steven Dellinger of Hanover Engineering. Absent was Everald McDonald.

The minutes of the July 22, 2008 meeting were approved on a motion by Kinsey and a second by Earhart.

Public Comment:

There was no public comment to be heard.

ELIZABETHTOWN AREA WATER AUTHORITY LAND DEVELOPMENT PLAN

John Caldwell of EAWA and Ken Grubb of CET Engineering were present to represent the plan. The response comments of CET dated August 13, 2008 and the Hanover Engineering review comments of August 26, 2008 were reviewed. Grubb reported that surveying on the project site will be complete soon and has been extended to include storm water areas. The applicant provided a written request of a waiver to Section 309 requiring financial security for improvements. Ryan replied that staff will discuss options further with EAWA staff. The requirement for storm water easements and a storm water management agreement were also discussed. Ryan reported that a template for a storm water management agreement is available for the applicant to use. It was suggested that the applicant's engineers schedule a meeting with Hanover Engineering to address outstanding storm water issues.

The applicant requested a 60-day extension for the review of the land development plan for a new expiration date of November 20, 2008 to address outstanding issues and submit a revised plan.

There being no further discussion, the Planning Commission took the following action:

It was motioned by Kinsey, seconded by Paynter to recommend approval of a 60-day extension for the review of the EAWA Land Development Plan for a new expiration date of November 20, 2008 and to table the plan for further review at the next meeting. Motion carried unanimously.

VARIANCE – NO-IMPACT HOME BASED BUSINESS FOR 1107 S. MARKET STREET

The Planning Commission then heard an application to the Zoning Hearing Board for a variance to the regulations of a no-impact home based business for the property at 1107 S. Market Street. The property is zoned R-1 Residential. Property owners Jill and Steve Reed were present to represent the application.

The applicants reported the following information. The property owners have a freelance marketing business, titled "Red Click Marketing" and a consulting business based out of the property at 1107 S. Market Street. The property owners purchased the property and the businesses have occupied the property since October 2007. The property owners do not reside in the building. It is occupied by the businesses on the first floor and partial second floor and is otherwise empty. In addition to the two property owners, the freelance marketing business employs two individuals. They receive no foot traffic from customers to the property and have no signage. Parking is provided by two off-street driveways and accommodates the four vehicles. The business hours are approximately 8am-5pm, five days a week. The applicant does not expect the business to expand in the future. A discussion followed regarding impact on the neighborhood, parking, signage, nature of the business, and property maintenance.

The Planning Commission reviews requests for home based business special exceptions for recommendation to the Zoning Hearing Board. Although this is not a special exception application, as home occupations are not a

permitted use in the R-1 zoning district, it is brought to the Planning Commission for recommendation based on the home based business nature of the application.

There being no further discussion, the Planning Commission took the following action:

- 1) It was motioned by Earhart, seconded by Kinsey, to recommend approval of the variance for a no-impact home based business at 1107 S. Market Street for property owners Jill and Steve Reed within the parameters that 1) the businesses include no more than six occupants of the property, to include the property owners and employees, 2) there be no signage for the business and no additional lighting beyond what's called for a residential use, 3) the approval be limited to the two existing freelance marketing and consulting businesses already occupying the property, 4) the property be maintained and have a residential appearance, 5) and the businesses also comply with items #3, #5, #6, and #8 of the No-Impact Home Based Business definition of Section 201 of the Borough's Zoning Ordinance. Motion carried unanimously.

Other Business

Ryan provided an update on the Regional Comprehensive Plan Update, including the work of sub-committees addressing regional transportation and regional bicycle and pedestrian pathways.

Tara Hitchens of the Lancaster County Planning Commission provided information to the Planning Commission members on upcoming workshops and events and provided an update on the Lancaster County Planning Commission Infrastructure Plan.

The September Planning Commission meeting date has been changed to September 30, 2008 at 6:30 p.m. at the Elizabethtown Borough Office.

There being no further business, the meeting adjourned at 8:07 p.m. on a motion by Paynter and a second by Kinsey.

Respectfully submitted,

Roni Ryan
Assistant Borough Manager