

MINUTES
ELIZABETHTOWN BOROUGH
PLANNING COMMISSION

May 10, 2022

The Elizabethtown Borough Planning Commission held its monthly meeting on Tuesday, May 10, 2022, at 6:30 p.m. To best comply with COVID-19 safety regulations (but still conduct regular business) this Planning Commission meeting was held remotely using Zoom. The Commissioners present were Dr. Kyle Kopko, Jenni Woodworth, and Tyler Hoover. Everal McDonald and Christine R. Seitz were absent. Planning and Zoning Director Pamela Roberts was also present.

Public Comment:

There was no comment from the public to be heard.

Meeting Minutes:

The minutes of the Planning Commission meeting held on February 8, 2022 were unanimously approved.

Special Exception Request for 345 N Market Street:

Sheila O'Rourke and Michele Werder were present at the meeting to represent their client, Martyna Herman, who was also present at the meeting. Attorney O'Rourke began the presentation by describing the property and explaining that Ms. Herman owns the single family detached dwelling with her grandfather. Ms. Herman resides in the house as her primary residence.

Attorney O'Rourke stated that Ms. Herman is requesting special exception approval to allow a home occupation to operate in a proposed two story 28' x 28' garage on the property. Ms. Herman, a professional tattoo artist, would like to operate a tattoo studio on the second floor of the garage. The tattoo studio would be accessed by an interior staircase. Ms. Herman would be the only person working in the studio with no outside employees. The studio would operate by appointment only and there would be no walk-ins. Ms. Herman stated that she would like to avoid the chance of walk-in appointment so she does not want to post a sign. Typical appointments last 3-4 hours and Ms. Herman stated that she usually has two appointments in a day. Attorney O'Rourke stated that there would be ample off-street parking available to serve the needs of the residence and the home occupation.

In addition to the special exception request, Ms. Herman is also requesting a dimensional variance for the height of the proposed accessory structure. Accessory structures are only permitted to be 15ft high. The two story garage proposed would require a height of 25ft so the applicant is asking for a 10ft variance. Attorney O'Rourke showed images of multiple two story garages in the area of the subject property that exceed the 15ft height required by ordinance.

Woodworth asked Roberts what the proper procedure would be in relation to this agenda item. Roberts stated that all special exception applications must go before the Planning Commission for review and recommendation. The recommendation will be presented to the Elizabethtown Borough Zoning Hearing Board for their consideration at the public hearing for the application. Woodworth stated that a quick review of Google Maps showed a number of tall, two story structures close to 345 N Market Street and that she does not feel the requests would impact the character of the neighborhood. There were no additional questions from the Planning Commission.

Action:

Moved by Kopko, seconded by Woodworth to recommend approval of the special exception and variance request. Motion passed unanimously.

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Elizabethtown Borough Grant Applications:

Roberts gave a brief description of all the grant applications. For the Community Development Block Grant (CDBG), Elizabethtown Borough proposes to complete needed infrastructure repairs to four small span and two large span bridges. This work will repair critical structural and integrity issues identified via inspection. Repairs needed for each bridge vary; however, the work generally includes: instream work to remove sediment, correct erosion, repair culvert barrels and add riprap protection; and, repair beams, guiderails and patch concrete decking. Location of the bridges are Orange Street, S. Chestnut Street, College Avenue, S. Poplar Street and Union Street. The requested grant amount is \$200,000 with a total project cost of \$292,968.50.

For the Watershed Restoration and Protection Program (WRPP) grant and the Greenways, Trails, and Recreation Program (GTRP) grant, Elizabethtown Borough proposes to use the funding to complete floodplain and stream improvements, repair pedestrian bridge infrastructure and create a walking trail within Hickory Lane Park. A portion of the project will be used to meet MS4 requirements and when complete will improve water quality in and downstream of Elizabethtown Borough. The requested grant amounts are \$300,000 for the WRPP and \$250,000 for the GTRP. The total project cost for the Hickory Lane Park Improvements will likely be close to \$3,500,000.

After discussion, all Planning Commission members agreed that Elizabethtown Borough should pursue all means of funding to help offset the costs of the proposed projects. They agreed that a letter of support for the applications should be provided to Elizabethtown Borough.

Other Business:

Roberts gave the Planning Commission a brief update on the status of the regional comprehensive plan. Roberts stated that Elizabethtown Borough, West Donegal Township, Mount Joy Township, Conoy Township, and the Lancaster County Planning Department have been working together to draft a comprehensive plan for the region. Roberts explained that as soon as there is draft language to review, it will be presented to the Planning Commission for their review and comment.

Adjournment:

The Planning Commission unanimously approved the adjournment of the meeting at 7:00 p.m.

Respectfully Submitted,

Pamela Roberts
Planning and Zoning Director