

MINUTES
ELIZABETHTOWN BOROUGH
PLANNING COMMISSION

July 12, 2022

The Elizabethtown Borough Planning Commission held its monthly meeting on Tuesday, July 12, 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, Everaldo McDonald, and Tyler Hoover. Christine R. Seitz was absent. Planning and Zoning Director Pamela Roberts and Ben Craddock with Lancaster Civil Engineering were 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 May 10, 2022 were unanimously approved.

Conditional Use Application – 307 E College Avenue:

Caroline Lalvani and Bob Kerin with Elizabethtown College were present at the hearing to explain the conditional use application to the Planning Commission. The representatives from Elizabethtown College explained that the incoming class of freshman will be quite a large group and while this is a good thing, it has put a bit of stress on the spaces available for students to live.

The College is in a unique situation with an interim President who is not living in 307 E College Avenue, the President's House. Elizabethtown College is requesting to turn the single-family dwelling into a college-related use as a dwelling unit for five students. The students residing in the house would be upperclassman, who are very well respected at the College. This use would only be operating for the 2022-2023 academic year. The house would revert back to a single-family dwelling for the President of Elizabethtown College in July of 2023.

There are currently five bedrooms on the second floor of the house so there would be a bedroom for each student. Ms. Lalvani stated that there is parking in the rear yard that could be utilized by the students. No renovations are proposed as part of the project.

Action:

Moved by Kopko, seconded by Woodworth to recommend approval of the conditional use application. Motion passed unanimously.

1376 Campus Road Land Development Plan:

Andy Miller, Catalyst Commercial Development, and David Bitner, RGS Associates, were present at the Planning Commission meeting to discuss the project. The 1376 Campus Road project is a large residential development that is mainly in Mount Joy Township. There will be 280 apartment units constructed within 11 apartment buildings and 280 single-family dwelling units. All of the residential units will be in Mount Joy Township.

The new residential development will connect to Elizabethtown Borough through a stub street that connects to Groff Avenue. The stub street was installed but was never dedicated to Elizabethtown Borough. The street is part of the overall parcel owned by Catalyst. As part of development, the stub street will be removed and constructed to meet current Borough ordinances and will then be offered for dedication to the Borough.

Mr. Bitner explained waivers and deferrals that are being requested by the applicant. All stormwater improvements associated with the project will be in Mount Joy Township with almost no work being completed in the Borough.

MINUTES
ELIZABETHTOWN BOROUGH
PLANNING COMMISSION

July 12, 2022

Because of this, they are asking for the review and approval of the stormwater management design be deferred to Mount Joy Township.

Mr. Bitner verbally requested two additional waivers. Mr. Bitner explained that there are existing trees along the street stub so they do not believe that additional trees are necessary and would cause more of an impact on the existing properties. The second verbal waiver request is in relation to the size of the cartway. The existing cartway of the stub street is 34ft wide, while the new street's cartway constructed in Mount Joy Township will be 28ft wide. Because the stub street needs to be completely removed anyway, the applicant would like to keep the entire street in both municipalities consistent at a 28ft wide cartway. The narrower width will also have less impact on the existing properties. Overall, the Planning Commission did not have an issue with the verbal request but they did state that a formal request needs to be submitted to the Borough. All of the waivers and deferrals that were requested are listed below.

- a) Chapter 17 – Stormwater Management Ordinance – Deferral to Mount Joy Township
- b) Chapter 22, Section 303 – Preliminary Plan
- c) Chapter 22, Section 403.A(1) – Plan Scale
- d) Chapter 22, Section 606.2 – Street Design Standards
- e) Chapter 22, Section 611.4 – Street Trees

Action:

Moved by Kopko, seconded by Woodworth to recommend approval of the requested waivers subject to the submission of a formal written waiver request. Motion passed 3-1 with McDonald opposing. Moved by Kopko, seconded by Woodworth to recommend approval of the 1376 Campus Road Preliminary/Final Land Development Plan under the condition that all comments in Lancaster Civil Engineering's July 7, 2022 review letter be addressed. Motion passed unanimously.

Market Street Square Land Development Plan:

Richard Roseberry, Colliers Engineering, and Claudia Shank, McNees, Wallace, & Nurick, were present at the meeting to discuss the project with the Planning Commission. Mr. Roseberry explained some of the changes that have happened since this plan was last before the Planning Commission in 2021. The parking and access throughout the property has been revised to reflect the comments from the Borough Engineer and the traffic engineer.

Ms. Shank explained the waiver and deferral requests. Though no improvements of the streets are proposed as part of this plan, the ordinance requires that S Market Street and Schaefer Road be widened. The applicant feels this is unnecessary, especially because of the very short distances of each street within Elizabethtown Borough limits. Roberts asked if a similar waiver had been requested in Mount Joy Township and if so, had it been approved. Ms. Shank stated that a similar waiver will be requested but that Mount Joy Township has not yet taken action on the request.

The Planning Commission and applicant discussed the sidewalk deferral request for a significant amount of time. The Planning Commission did not object to the deferral request of sidewalks but they were concerned with being able to make a recommendation without having a deferral agreement in place that has been approved by the Borough Solicitor. All Planning Commission members felt that a deferral is appropriate at this time and that sidewalks could be installed at a later date that has been determined by the Borough Solicitor and Borough Council.

MINUTES
ELIZABETHTOWN BOROUGH
PLANNING COMMISSION

July 12, 2022

All of the waivers and deferrals that were requested are listed below.

- a) Chapter 22, Section 303 – Preliminary Plan
- b) Chapter 22, Section 403.A(1) – Plan Scale
- c) Chapter 22, Section 606.1.A – Required Street Width
- d) Chapter 22, Section 607 – Sidewalks – Deferral request
- e) Chapter 22, Section 611.4 – Street Trees

Action:

Moved by Kopko, seconded by Woodworth to take no action on the recommendation of the waiver request of Section 607 for sidewalks along S Mount Joy Street. Motion passed unanimously. Moved by Kopko, seconded by Woodworth to recommend approval of the waiver request of Section 611.4 based on the condition that if the existing trees do not meet the standards of the ordinance, additional trees will be placed on the property. Motion passed unanimously. Moved by Kopko, seconded by Woodworth to recommend approval of the requested waiver of Section 606.1.A for street widening on Schaffer Road and S Market Street contingent on concurrent approval of a similar waiver from Mount Joy Township. Motion passed unanimously. Moved by Kopko, seconded by Woodworth to recommend approval of the requested waiver of Section 403.A(1) for the scale of the plan. Motion passed unanimously. Moved by Kopko, seconded by Woodworth to recommend approval of the requested waiver of Section 303 for the requirement of a preliminary plan. Motion passed unanimously. Moved by Kopko, seconded by Woodworth to recommend approval of the Market Street Square Preliminary/Final Land Development Plan under the condition that all comments in Lancaster Civil Engineering's July 8, 2022 review letter and comments from the Borough Solicitor be addressed. Motion passed unanimously.

Other Business:

Roberts gave the Planning Commission a brief update on upcoming ordinance amendments. Roberts stated that many sections of the ordinance will be amended over the summer including the Subdivision and Land Development Ordinance and the Zoning Ordinance. The SALDO and Zoning Ordinance will be presented to the Planning Commission at a later date for review and comment.

Roberts also discussed the current 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 7:41 p.m.

Respectfully Submitted,

Pamela Roberts
Planning and Zoning Director