

MINUTES  
ELIZABETHTOWN BOROUGH  
PLANNING COMMISSION

July 11, 2017

The Elizabethtown Borough Planning Commission held its monthly meeting on Tuesday, July 11, 2017, at 6:30 p.m. at the Elizabethtown Borough Office. The Commissioners present were: Chairman Jeffrey Kinsey, Vice Chairman Ralph Spayd, and Dr. Kyle Kopko. Everald McDonald and David Grey were not in attendance. Also present were Community Development Director Rodney Horton.

**Public Comment:**

There was no comment from the public to be heard.

**Meeting Minutes:**

The minutes of the Planning Commission meeting held on April 11, 2017 were unanimously approved on a motion offered by Spayd, seconded by Grey.

**40 S. Brown Street – Conditional Use Application:**

Horton introduced the application materials, and informed the Planning Commission about the ordinance requirements concerning conditional use applications before turning the presentation over to Tyler Jones and Chantel Zimmerman. Jones and Zimmerman propose to operate a day-care center, doing business as “Play to Learn,” on the first floor of 40 S. Brown Street, which is located in the Mixed-Use zoning district, and has lot area of 22,798 square feet. The applicant seeks to remove the existing packed stone area to install a mulched play area. Originally, Jones sought to enroll 51 children, but realized he would not be compliant with the required lot standards specified within Chapter 27, Part 15, Section 1507 “Day-care Centers.”

The applicants propose to enroll no more than 39 children, and propose erecting a six foot high chain link fence in the rear of the structure to serve as an enclosed area. Discussion ensued among the Planning Commission regarding staffing levels and proposed enrollment. The applicant has stated they will adjust staffing ratios in each area of the proposed day-care center based upon enrollment to be compliant with regulations of the Pennsylvania Department of Human Services. The applicant provided an exhibit to the Planning Commission showing twenty (20) parking spaces for the day-care center. After discussion was complete, the Planning Commission took the following action:

Moved by Spayd, seconded by Kopko to recommend approval of the applicant’s conditional use application, subject to the applicant demonstrating compliance with the performance standards prescribed in Chapter 27, Part 15, Section 1507, “Day-care Centers.”

**Complete Streets Plan Update:**

Horton reintroduced the complete streets plan to the Planning Commission for general discussion. No action was taken.

There being no other business, the Planning Commission adjourned at 7:18 p.m. on a motion offered by Kinsey, seconded by Spayd.

Respectfully Submitted,



Rodney L. Horton, MPA  
Community Development Director