

# BOROUGH OF LEMOYNE

“The little town that has it all!”

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## LEMOYNE BOROUGH COUNCIL ORDINANCE AND ZONING COMMITTEE Minutes of the Meeting held on March 21, 2011

### 1. **Call to Order**

A meeting of the Ordinance & Zoning Committee of Lemoyne Borough Council was held Monday, March 21, 2011, at 6:00 p.m., at the Lemoyne Borough Office, 510 Herman Avenue, Lemoyne, PA with Lynda Stark presiding.

### 2. **Roll Call**

Present at roll call were Council Committee Members Lynda Stark and Stacy Gromlich. Committee member Pamela Reed was not able to attend. Council President Dr. John Judson was also present. Also in attendance were Gale Gallo, Tom Beene, and Roi Baptiste, as well as Borough Manager Robert Ihlein.

### 3. **Special Presentation**

At the request of the Codes Enforcement Subcommittee Mr. Ihlein had arranged to have Mr. Gary Lowe, Vice President of Sales and Marketing, of Freedom Systems come to the meeting to demonstrate computer software they have available. Their name for this software module is “Land Management System”, and is comprised of two parts – Permits – Codes Compliance Program and Service Requests Program. Mr. Lowe explained that both programs utilize a common land data base which is based on tax parcel information supplied by the County. The parcel information can be linked to Google Maps using latitudes and longitudes. This information must be purchased separately, but when completed provides powerful graphical analytical tool. Both programs have fields to identify current property owners and renters. Any type of permit can be created in the Permits Program, including building permits, zoning permits, yard sale permits, sign permits, etc. The Service Requests Program can be used to track many different municipal services including code enforcement notifications and tracking through the court system. Both programs offer many different types of reports. Both programs would also be linked to the accounting software so that invoices could be generated and fees and fines could be entered. Freedom Systems is offering this module to select clients at no charge. However, the Borough would need to make a commitment to continue the current Enterprise Support Program plus \$2195 per year to support the Land Management Program. Mr. Ihlein mentioned that the Borough currently pays Freedom Systems about \$4300 per year to support the other software that they provide. However, the Borough will not need to have the Utility Billing portion supported much longer, so perhaps the annual payments with the new software would be about the same. The Committee agreed that the software would be very useful, but was not ready to make a decision to recommend the acquisition at this time. They did want to bring the information to the rest of Council and discuss it at the next Council meeting.

### 4. **Old Business**

Enforcement of Ordinance No. 453 – Occupancy Reports...

Mr. Paden was not present to give a report. Mrs. Stark indicated she had written an article for the newsletter about this and it should appear in the Spring edition.

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Revisions to Ordinance 487 – Parking and Storing of Vehicles on Private Property...

Mr. Ihlein had proposed one ordinance that just deals with parking and working on cars in the streets, and a separate ordinance that deals with parking and working on cars on private property. He had worked on revisions to the proposed ordinance changes during the past month and circulated the document to the Committee for review. The Committee was not ready to review it yet, and tabled it for next month.

## 5. **New Business**

Review of Chapter 8 of the draft common base Zoning Ordinance versus the Borough Code of Ordinances...

The Borough Planning Commission has been working on reviewing the draft common base Zoning Ordinance, and Chapter 8 contains a wide variety of General Regulations that cover different topics. Mrs. Stark had raised a point about some of the topics included in the draft Z.O. may be already regulated in the Borough Code of Ordinances or the International Property Maintenance Code. She had prepared a matrix to show what areas are already covered by other borough ordinances. However, there are still some questions as to which areas should be covered by what ordinance. Also, there are different enforcement procedures that are utilized under a Zoning Ordinance as compared to other types of ordinances because zoning ordinance procedures are spelled out in the Municipalities Planning Code. This is a project for the Committee and the Planning Commission to work on together to make sure that there are no conflicts within the borough's ordinances.

Outdoor Burning...

A question had come up at the last Committee meeting about the legality of residents using fire pits, fire places, chimineas, and other metal receptacles to have small outdoor fires. The understanding of the Borough staff has been that the borough banned all outdoor fires because Lemoyne is located in a “Clean Air Basin Area”. Mrs. Stark researched this issue on the PADEP web site, and found the state regulations concerning Clean Air Basins. One provision does permit exceptions for small fire pits used for “cooking food, and recreational or ceremonial purposes”. Mr. Ihlein reported that he had received a complaint last year from a resident because their neighbor was using a small fire pit and the smoke was drifting into their house. The staff will now advise residents that these fire pits are permitted, but they should be used with caution and common sense.

Ordinances to be reviewed and updated...

The Committee last month had agreed to review and update the following ordinances in this order: a. Building Permit Fees; b. Trash and Rubbish; c. Solicitation; d. Animals. They also agreed to add to the list Alternative Energy Systems, and Light Pollution.

## 6. **Next Meeting**

The next meeting is scheduled for Monday, April 18<sup>th</sup> at 6:00 pm.

## 7. **Adjournment**

There being no further business, Mrs. Stark declared the meeting adjourned at 7:30 p.m.

Draft minutes submitted by Robert Ihlein