

# DRAFT

**Meeting Minutes**  
**Lemoyne Planning Commission**  
**Tuesday – October 21, 2008**

**LPC Members Present:** Dick Crowley, Boyd Howard, Susan West; Barb Byrem

**Staff:** Omar Syed (Cumberland County/TCRP), Ron Frank (Codes Enforcement Officer)

**Visitors:** Tom Bank

**Projects & Presenters on Agenda:** Mr. Charles Junkins, P.L.S., *The Storage Depot West*

**Attached or Referenced Exhibits:**

1. Letter from Mr. Charles W. Junkins to Mr. Ron Frank dated 8/21/2008 re: Land Development Plan, The Storage Depot West, Inc.
2. Letter from Mr. Charles W. Junkins to Mr. Ron Frank dated 10/6/2008 re: Final Land Development Plan, The Storage Depot West, Inc.
3. Final Land Development Plan for SD West Real Estate LPO and Storage Depot-West, Inc., revised 10/1/2008 (not copied)
4. Draft Comprehensive Plan (not copied)
5. Draft Signs Ordinance (not copied)

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The regularly scheduled Lemoyne Planning Commission meeting was called to order at 6:30 pm. Mr. Howard advised LPC that Mr. Stark has resigned from LPC for personal reasons; Mr. Bank is in attendance as a potentially interested replacement.

Motion by Ms. West to approve minutes from September 16 regular meeting, 2<sup>nd</sup> by Mr. Crowley; approved 4-0. In light of pending plan for approval, Mr. Howard recommended that a separate acting Secretary be designated on the understanding that Mr. Howard will (temporarily) continue to prepare minutes. Motion by Ms. Byrem to designate Ms. West as acting Secretary, 2<sup>nd</sup> by Mr. Crowley, approved 4-0. Mr. Howard distributed copies of a forthcoming announcement on local training session on Zoning Ordinance and SALDO sponsored by the State; Ms. West suggested interested parties advise her and she will look into Borough sponsorship.

***Storage Depot West:***

Mr. Junkins presented plan. No ARRO representative was present to address prior comments. It is noted that original transmittal letter from Mr. Junkins to Borough was dated 8/21/08, and revised plans that were recently submitted were dated 10/6/08. Mr. Junkins reports that an ARRO review comment letter was dated 9/25/08 (not copied to LPC). Mr. Junkins was under impression that the plans had been submitted for review by Owner much sooner. County has not seen plan prior to this evening's meeting. Neither Mr. Junkins nor Mr. Frank were aware of reason that LPC and County were not copied earlier on the plan.

Mr. Junkins explained that the plan involves the enclosure of the existing car wash building and conversion into rental storage units, and the demolition of the existing vacuum area and

construction of a new storage building. One building is expected to provide controlled climate storage and a second floor. Associated relocation of utilities that supply the existing office is also required. Addition of new parking spaces per Zoning requirements is also proposed. The existing caboose will be transferred to the Borough for historical society use.

Mr. Howard requested that inclusion of permeable pavers be considered in lieu of macadam wherever possible to offset the slight increase (~2,500 sq.ft) of impervious surface. These might be considered in the triangle along 7<sup>th</sup> Street curb, adjacent to the new building where replacement paving would otherwise be required. Ms. West inquired about possible emergency access onto highway right-of-way. Mr. Frank thinks this may be feasible next to the existing detention basin, and will discuss with owner and PADOT; Mr. Frank advised that this does not need to be included on plan and may take some time to coordinate with PADOT. Neither Mr. Junkins or Mr. Frank are aware of any problems with the existing detention basin, and it was noted that drainage is divided at approximately mid-site with to the east (toward grassy area) and to the west (toward 7<sup>th</sup> Street). Ms. West questioned general site security as well as traffic flow eastbound on Ayers Avenue that might mistake the entrance for a roadway. It was generally felt that neither issue has been a problem in the past. Mr. Junkins agreed to discuss possible inclusion of a small barrier or curb bump-out, or signage at the southwest site corner (Ayers & 7<sup>th</sup>) with Owner. Mr. Syed will look into minimum building clearances that may be required and provide a proper review for next meeting. Mr. Junkins will correct signature blocks on cover page. No other major impediments to plan approval were anticipated. Mr. Stalnecker (ARRO) arrived (from concurrent committee meeting) near end of discussion and requested copy of minutes; he confirmed with Mr. Junkins that Engineer comments had been addressed in the final plan.

### ***Signs Ordinance Discussion:***

Mr. Howard recounted last week's Ordinance Committee meeting in which Mr. Cassidy offered some "preliminary" comments on the draft signs ordinance. Mr. Howard described the suggested edits and comments to LPC and consensus was reached on each. Mr. Cassidy had also identified a few concerns that will require additional legal research and consideration. Mr. Syed advised that an official County review will be by County Commissioners, so the submittal should be a "clean" copy that includes all final edits (from the Solicitor). LPC requested that Mr. Syed perform a staff review of the new draft, which will be provided by Mr. Howard, concurrent with Mr. Cassidy's ongoing review. Ms. West will see that Mr. Cassidy's review is completed for the next meeting cycle.

### ***Comprehensive Plan Discussion:***

No visitors appeared before LPC to provide input, and minimal public comment has been received by LPC members. Ms. Byrem has not yet completed review, but will do so for Friday deadline. Ms. West provided tables of park features for three Boroughs, and requested that these be forwarded to RETTEW/ARRO for inclusion in Part D; Mr. Howard will transmit by email. Ms. West also provided tables prepared by County of three Boroughs' Zoning Districts and allowable uses, and requested that these be included within the Plan. Mr. Howard and Mr. Crowley reviewed our respective comments and worked on explanations to RETTEW. Ms. Farr arrived and participated briefly in discussions; she agreed to coordinate a review of the Economic Development section of the Plan along with

Jim Balaban. Ms. West will also ask Ms. McAllister to review the Downtown Plan with respect to Revitalization Committee initiatives. Mr. Howard encouraged all reviewers to complete efforts ASAP, since RETTEW's schedule called for final comments to be submitted by Friday.

Mr. Howard advised Mr. Bank that, if he remains interested in participating in the LPC, he should send a letter or email expressing interest to Mr. Dougherty, copying Ms. Farr, Mr. Frank, and Mr. Howard; he expressed intent to do so.

Meeting adjourned approximately 10:30 pm.

***Minutes prepared by***



***Boyd Howard***  
*Chairman,  
Lemoyne Planning Committee  
October 22, 2008*