

# BOROUGH OF LEMOYNE

"The little town that has it all!"

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## Ordinance and Zoning Committee

Minutes of the Meeting Held on April 20, 2016 at 6:00PM

1. Call to Order

A meeting of the Ordinance and Zoning Committee of Lemoyne Borough Council was held on Wednesday, April 20, 2016 at Lemoyne Borough Hall, 510 Herman Avenue, Lemoyne, PA. The meeting was called to order by Chairman Bob Rapak at 6:05PM.

2. Roll Call

Committee members present were Bob Huggler and Zachary Border. Staff members present were Robert Ihlein, Borough Manager, and Karen Unger, Executive Assistant, and Cliff Karlsen, Codes Enforcement Officer.

3. Public Comments

There were no public comments.

4. Review of the Minutes from the Previous Meeting

Mr. Huggler made a motion to approve the minutes of March 16, 2016 as written. Motion was seconded and unanimously approved.

5. Reports on Permits issued and Code Violations

Ms. Unger provided a written report of permits issued for the month of March.

Mr. Karlsen reported that his initial foot patrols of zones, 1, 2 and 4 are complete. He also gave a verbal report of violations and did not find any unpermitted building work going on from his patrols.

6. Unfinished Business

- A. Responsible Pet Owner Ordinance (emphasis areas)  
Pennsylvania Dog Law  
County Dog Law Enforcement

Mr. Ihlein reported there are no full service dog shelters in Cumberland County. There is a rescue operation in Dillsburg and he will request additional information from them. Some police departments do have chip readers to assist in locating pet owners. The state dog warden will be invited to the next Committee meeting.

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B. Health and Safety Ordinance (water shut-offs, utility protocol)

Mr. Ihlein will be working with Mr. Karlsen on this item. Committee discussion determined that a building with no water is considered uninhabitable.

C. Pawn Shops and Second Hand Shops (specifics from police department?)

There was no report. Mr. Ihlein will reach out to Chief Hope for an update and examples of specific incidents.

D. Conditional Use (Planning Commission considerations)

Apartment conversions will be reviewed and considered.

E. Administrative Search Warrants.

Mr. Karlsen will be able to serve this kind of warrant.

F. Mini Cell Tower Ordinance

Kurt Williams will send a sample from Swatara Township for review at the next meeting.

G. School Bus Stop Parameters (information from School District, PennDOT)

Mr. Ihlein will check with West Shore School District on the requirements. Mr. Karlsen will also follow up.

H. Full Time Code Officer

Initial training – Mr. Ihlein and Mr. Karlsen are working on this item.  
List of priorities – Mr. Ihlein will provide a written timeline plan.  
Meeting with MDJ – There was no report on this line item.

7. New Business

A. Link PDF copies of existing ordinances on the website (public information)

Mr. Ihlein reported this will be given to the webmaster for upload to the Borough website.

B. Training

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The Construction Codes Academy is the regional training center for UCC Building Codes classes.

C. False Alarm Calls

There is no provision in the ordinances for fire false alarm calls. The Committee will look into adding this to the ordinance.

D. Hearing for 140/142 Bosler Avenue fire damaged homes

Conditional Use hearings will be held on May 5, 2016 at 6:00PM and 6:30 PM for the respective owners of these properties.

8. Announcements

The next meeting will be held on May 18, 2016 at 6:00PM.

9. Adjournment

Seeing no further business, meeting was adjourned by Mr. Rapak at 7:20PM.

Meeting minutes submitted by Karen Unger, Executive Assistant.