

MARYSVILLE BOROUGH PLANNING COMMISSION  
WORK SESSION  
MAY 28, 2013

MEMBERS PRESENT

Stephanie Stoner  
Robert Zimmerman  
Lou Simonetti  
Art Vaitl

STAFF PRESENT:

Janet Hardman, Code Enforcement Officer  
Janine Park, Tri County Planning Commission

OTHERS PRESENT:

Ann Simonetti, Borough Council

Mrs. Stoner stated that the SALDO updates are not done. The Planning Commission used the Lancaster County Model SALDO as a guide. Changes were made to Part 4-Plan Processing Procedures and Requirements, Part 5-Design Standards, and Part 7-Supplemental Requirements, Tests and Studies by the Planning Commission. There were not changes to Part 1, 2, 3 and 6. She has copies of Part 1, 2, 3 and 6 if anyone wants a copy. Part 1 is General Provisions, Part 2 is Definitions, Part 3 is Administration and Part 6 is Assurance and Completion of Improvements.

Mrs. Stoner stated that the Planning Commission needs to review Part 4, 5 and 7 for any changes to discuss at the work session meeting tonight and for the next workshop meeting on June 10, 2013. The goal is to get all comments incorporated by the June 25, 2013 Planning Commission meeting.

Mrs. Stoner stated that there are no controversial issues in the SALDO. The biggest issue was the park and recreation section. The Lancaster County model SALDO was used for the park and recreation section however, a detailed study needs to be done to address Marysville's needs for park and recreation.

Ms. Hardman stated that the traffic impact study ordinance that was previously adopted as a stand alone ordinance was incorporated into the SALDO.

The Planning Commission started the review of Part 4.

Mrs. Simonetti stated that Section 22-401.1. "filled" should be "filed".

Mrs. Simonetti stated that Section 22-401.2 references Appendix 5 for Sample Conservation Subdivision Regulations by Natural Land Trust which is not in the Appendices that were passed out.

Mrs. Stoner stated Appendix 5 was deleted.

Mrs. Stoner stated Section 22-401.3. Appendix No. 1 should be Appendix B.

Mrs. Simonetti stated that Section 22-401.8.b. (or the governing body if there is no planning commission established) should be removed.

Mrs. Stoner stated that Section 22-401.4. references Section 407 through Section 410 should be Section 407 through Section 409.

Ms. Hardman stated that Section 22-403.3. should be changed from Articles to Parts and roman numerals to numbers.

Mr. Vaitl stated that Section 22-402.4 should remove (or the governing body).

Ms. Parks stated that Section 22-402.4. (or the governing body) should remain because plans are submitted to the Planning Commission and Borough Council.

Ms. Parks stated that Section 22-404.1. should be changed to read “Neither the parent lot or combined lot shall be created which is smaller than the minimum or larger than the maximum lot size permitted by the applicable Zoning Ordinance.

Mr. Vaitl stated he is not sure what Section 22-404.1. means.

Ms. Parks stated that the lot line relocation sliver that is being consolidated with another lot will not meet the ordinance requirements.

Mrs. Stoner stated that Section 22-404.1. will prevent the creation of nonconforming lots.

Ms. Hardman stated that Section 22-405.9 should read “The Municipal Planning Commission shall review the preliminary plan to determine if it meets the requirements and standards set forth in this Ordinance.”

Mrs. Simonetti stated that Section 22-405.1. should remove “(or Governing Body).

Ms. Parks stated that Section 22-405.1. (or Governing Body) should remain).

Mr. Vaitl stated that Section 22-405.9, 10 and 11 should state “Marysville” Planning Commission.

Ms. Hardman stated that governing body should be changed to Borough Council throughout the text.

Ms. Parks stated that Marysville Planning Commission and Marysville Borough Council can be defined in the definitions so it will not need to be changed throughout the ordinance.

Ms. Hardman stated that Section 22-406.3.A. should be changed to remove “one (1) reproducible Mylar copy”.

Ms. Hardman asked if 11” x 17” is too small for a plan sheet Section 22-407.2.

Ms. Parks stated that 11” x 17” is too small to read the measurements.

Ms. Parks stated that Section 22-406.4. the first sentence should be changed from “municipality” to “Borough Council” The last sentence “Municipality” should be changed to “Borough”.

Mr. Vaitl stated that Section 22-406.4. and 10 should also be changed from municipality to Borough

Ms. Hardman stated that Section 22-406.4.18 “one mylar” should be removed.

Ms. Parks stated that Section 22-406.4.7 should be changed to “Borough” Planning Commission.

Mrs. Simonetti stated that Section 406.4.7 should change “filling” to “filing”.

Ms. Parks stated that Section 406.4.15 should be changed from “within ten (10) calendar days of receipt by the applicant” to within “15 days from the date of the meeting”.

Mrs. Stoner stated that from a legal standpoint, we need to make sure the applicant agrees in writing to the acceptance or rejection of the conditions for plans that have been approved with conditions.

Ms. Parks stated she will research the issue on the number of days for the notification the applicant must give the Borough for acceptance of plan approval conditions.

(For the record, Mr. Albright arrived at 7:15 pm).

Ms. Parks stated that Section 22-406.4.12 “requirement” should be changed to “requirements”

Mrs. Simonetti stated that Section 22-406.4.12 does not make sense.

Mrs. Stoner stated that “by the applicant or is deemed necessary for approval” should be removed.

Mrs. Simonetti stated that Section 22-406.4.18 should be changed from “condition” to “conditions”.

Ms. Parks asked if there is a section in the ordinance that requires waivers to have the date of approval of the waiver on the plan.

Mrs. Stoner stated that Preliminary Plan Specifications, Section 22-407.11. does not list the date of approval but Final Plan Specifications Section 22-408.4.A.3. states “with approval dates”. Mrs. Stoner stated that “with approval dates” needs to be added to Section 22-407.11.

Ms. Hardman stated that Section 22-408.26 should be changed from “Ordinance 561” to “Part 5.”

Mrs. Stoner stated the Planning Commission can make changes and email them to her or drop them off at the Borough office to be discussed at the next workshop meeting on June 12, 2013.

**MARYSVILLE BOROUGH PLANNING COMMISSION  
REGULAR MEETING MINUTES  
MAY 28, 2013**

**1. CALL TO ORDER.** The meeting began at 7:35 p.m.

**MEMBERS PRESENT**

Stephanie Stoner  
Lou Simonetti  
Art Vaitl  
Robert Zimmerman  
Chris Albright

**STAFF PRESENT:**

Janet Hardman, Code Enforcement Officer

**OTHERS PRESENT:**

Ann Simonetti, Borough Council

**2. MINUTES:**

**a. April 23, 2013 Minutes**

MOTION: Mr. Vaitl moved, seconded by Mr. Zimmerman to approve the minutes as submitted. The motion passed unanimously.

**3. PUBLIC COMMENT:**

Mrs. Simonetti stated that there was a wonderful event at the Moose Club for Memorial Day with a community lunch afterward.

Mrs. Simonetti stated that the pool is open on the weekends. An end of the school year pool party is coming up.

#### **4. OLD BUSINESS.**

##### **A. SALDO**

###### **Part 5 Design and Improvement Standards.**

Mrs. Stoner stated that Part 5 needs to be reviewed by the Planning Commission

###### **Part 7 Supplemental Requirements, Tests and Studies.**

Mrs. Stoner stated that she prepared a letter to Borough Council requesting that the Borough Council address the need for a Park and Recreation plan.

Mrs. Simonetti suggested sending a letter to the Park and Recreation Board.

Mrs. Stoner past out a copy of the draft letter for review and motion.

Motion: Mr. Albright moved to request that Borough Council explore the possibility of obtaining a grant for the development of a park and recreation plan.

Mr. Vaitl stated that the word “possibility” be removed from the motion.

Mrs. Simonetti suggested that the motion ask Borough Council to put together a plan. The grant application process closed on April 13<sup>th</sup>. It is up to Borough Council to find the resources for the park and recreation plan.

Mr. Albright amended his motion as follows: Mr. Albright moved to recommend that Borough Council establish a park and recreation plan. Mr. Vaitl seconded the motion.

Mr. Simonetti stated he thought it was the Planning Commission’s responsibility to develop a park and recreation plan.

Mrs. Stoner stated that the park and recreation plan is a small section in the SALDO that needs to be prepared by a professional consultant. The Planning Commission doesn’t have the authority to hire a consultant. The Borough has a park and recreation committee.

Mrs. Simonetti sated that there should be a steering committee of two or three Planning Commission members and two or three Borough Council members.

###### **Appendices.**

Mrs. Stoner passed out copies of the Appendices for review by the Planning Commission.

##### **B. Zoning Ordinance/Chapter 7 (2007)**

- a. Part 14 Development Standards. No discussion was held.**
- b. Part 15 Performance Standards. No discussion was held.**

#### **5. NEW BUSINESS. None**

## **6. GENERAL ANNOUNCEMENTS.**

### **A. Statement of Financial Interest Form.**

Mrs. Stoner stated that she resolved the issue of the Statements of Financial Interest form that was given to the Planning Commission members to fill out. She called the State Ethics Commission and they informed her that the Planning Commission is advisory and is not required to fill out the form. She contacted the Borough Solicitor regarding the State Ethics Commission's statement and he agreed that the Planning Commission did not have to fill out the form.

### **B. Perry County Comprehensive Plan Summary form**

Mrs. Stoner stated that Mr. Finnerty passed out a Perry County Comprehensive Plan Summary form and asked the Planning Commission to fill it out.

Mrs. Stoner passed out the form again and the Planning Commission members filled it out and gave it to Mrs. Stoner to give to Mr. Finnerty.

## **7. REPORT ON BOROUGH COUNCIL MEETING - NONE (Next Council Meeting June 10, 2013).**

Mrs. Stoner asked about the status of the repair of the deepening hole in Kings Highway.

Mrs. Simonetti asked if it is on the west side with the dip.

Mr. Zimmerman stated that the manager is having the hole worked on.

Mrs. Simonetti stated that the repair is part of the grinder pump project for Jim Robert's property on Kings Highway near the Sportsman's Club. An agreement needed to be signed.

## **8. ADJOURNMENT/NEXT SPECIAL MEETING DATE 6/25/2013 @ 6:30pm/NEXT REGULAR MEETING @ 7:30 pm, NEXT WORK SESSION 6/12/13 @ 6:30 pm.**

Adjournment: Mr. Simonetti moved, seconded by Mr. Albright to adjourn the meeting at 8:12 p.m.

Respectfully Submitted,

Janet Hardman,  
Code Enforcement Officer/Recording Secretary