

**BOROUGH OF CARLISLE  
PLANNING COMMISSION**

Meeting Minutes -February 26, 2015

**Members in Attendance:** Tim Tilton, Abby Smith, Justin Smith, John Sugars, Christian Muniz and Ed Bidelspach.

**Borough Officials in Attendance:** Bruce Koziar, Planning/Zoning/Codes Manager and Mark Malarich, Public Works Director.

The meeting was called to order at 5:30 p.m.

**Items Reviewed by the Planning Commission:**

1. The Planning Commission considered recommending approval of a Final Subdivision Plan at 218-220 E. North Street (R-4 Zoning District) submitted by E. L. Diffenbaugh Associates on behalf of Quail Development. The Commission may also recommend approval of a waiver of preliminary plan submission in addition to staff conditions.

Garrett Brower of Salzmann Hughes, Esquires, representing Quail Development, explained that the proposed plan would subdivide the existing duplex located at 218-220 E. North Street; therefore, allowing one side of the property to be sold independently.

This plan received numerous variances relating to area in bulk, lot size requirements, etc. from the Zoning Hearing Board in January, 2015. The applicant is in the process of preparing a "Shared Sewer Lateral" agreement, agrees with staff's comments and has paid the recreational fee of \$92.96.

**Conclusion:** The Planning Commission, upon motion by Abby Smith and second by John Shugars, unanimously recommended approval of the final subdivision plan and the waiver of the preliminary plan submission.

2. The Planning Commission considered recommending approval of a revised ordinance on wireless communication facilities that was approved by the Board in January, 2015.

Bruce Koziar, Planning/Zoning/Codes Manager, explained that based on suggestions from the January meeting, five minor changes were made to the proposed ordinance (see attached.)

**Conclusion:** The Planning Commission, upon motion by Ed Bidelspach and second by Justin Smith, unanimously voted to incorporate the changes into the wireless communication facilities proposed ordinance.

3. The Planning Commission considered recommending changes to Section 255-200 of the Carlisle Borough Zoning Ordinance.

The changes are as follows:

(1) Prohibited accessory use or structure (Add Section A(1) and A (1) (a) to ordinance:

(a) No vending machine shall be permitted outdoors as an accessory to a dwelling unit or units in a residential zoning district.

Bruce Koziar explained that Council directed staff to make such changes to the ordinance in order to prohibit vending machines to be located on porches of residential homes, college housing, etc.

Justin Smith asked if this would affect the convenience store located at the corner of Franklin and "B" Streets. John Shugars asked if it would affect Laundromats located in residential districts. Bruce Koziar stated that the ordinance prohibits vending machines as an accessory use to **dwelling units** only. Commercial properties would not be affected.

**Conclusion:** The Planning Commission, upon motion by Ed Bidelspach and second by John Shugars, recommended approval of this change to the ordinance on a vote of 5 to 1. Justin Smith cast the descending vote.

4. The Planning Commission considered a change to Article III (Snow and Ice Removal), Section 223-16 (Responsibility for removal from sidewalks) of the Zoning Ordinance.

Bruce Koziar explained that the current ordinance requires snow to be removed from all sidewalks within 48 hours of the end of the storm. The proposed change would require snow to be removed within **24 hours** from the end of the storm.

**Conclusion:** The Planning Commission, upon motion by Christian Nunez and second by Ed Bidelspach, unanimously recommended approval of this change.

5. The Planning Commission considered a request from Carlisle Early Education Center, located at 100 E. Pomfret Street, to remove one or more parking spaces in the vicinity of their entrance located on E. Pomfret Street.

Mark Malarich, Public Works Director, explained that staff received a request from CEEC (Carlisle Early Education Center) to remove one or more parking spaces near the entrance to their facility. There is concern with the sight distance in this area as they have a high volume of traffic entering and exiting this parking lot. After onsite inspection and analysis, it is recommended that one parking space be eliminated to the east of the entrance (between the CEEC entrance and St. Patrick's Church) and one or more parking space(s) be eliminated to the west (between the CEEC entrance and the intersection of S. Bedford and Pomfret Streets).

After lengthy discussion, the Planning Commission recommended the elimination of parking from CEEC entrance west to the intersection of S. Bedford and E. Pomfret streets, eliminate one parking space on the west side of the CEEC entrance (between CEEC entrance and St. Patrick Church) and for these limitations to only be in affect Monday through Friday.

**Conclusion:** The Planning Commission, upon by John Shugars and second by Christian Nunez, voted 5-0-1 to approve this change. Tim Tilton abstained from voting.

There being no further items on the agenda, the Planning Commission adjourned at approximately 6:20 p.m.

Respectfully submitted,



Bruce Koziar  
Planning/Zoning/Codes Manager