

Planning Commission Meeting
August 2, 2023
6:00pm
Council Chambers

The meeting was called to order at 6:00pm

Present were Commission Members Brent Boyer, Jane Woodside, Yvonne Miller, and Alan Bowman.

Also present was Borough Manager James Whittall, Borough Council President Chris Dietz, Gerard Duke from the Tri-County Planning Commission, and Codes Officer Karen Brown.

Minutes from the July 5th meeting were approved unanimously. Motion by Mr. Alan Bowman, 2nd by Ms. Yvonne Miller.

Mr. Duke from the Tri-County Planning Commission discussed the current state of the Millersburg Area School District's Land Development Application. The Borough will still need the signed Stormwater O&M Agreement and Developer's Agreement. The traffic cameras placed by TCPC around Center St. and SR 25 will give baseline data for the 1-year pedestrian movement and traffic study.

The Commission then discussed an Historic Overlay to the Zoning Map. Many older buildings in town are not considered ADA compliant/accessible, and an Historic District could help reduce burdens on businesses when changing use. Ms. Brown noted that a Historic District is more commonly used to control aesthetics in a town and that change of use based off the UCC is not the same as change of use for Zoning. Mr. Duke noted that the Borough could amend the form-based code to include a Historic Overlay.

The Commission discussed short-term rentals in town. Ms. Brown stated that the Borough would need to decide if they wanted to regulate the location of any short-term rentals. Mr. Bowman suggested they be registered like other rentals. Borough Codes Officials will not consider short-term rentals change of use and can approve them wherever single-family dwellings are permitted. The Commission will discuss the topic again at the September 6th meeting.

Mr. Boyer informed the Planning Commission that the Borough was evaluating a possible purchase of the vacant lot next door and asked the Commission's thoughts. Discussion around preservation of the town square's aesthetic took place. A motion was made by Ms. Yvonne Miller to recommend to Borough Council to acquire the lot, 2nd by Mr. Bowman. Motion passed unanimously.

The Commission entered Executive Session to Discuss legal matters related to real estate at 7:29pm and exited the Session at 7:32pm.

The Commission revisited the discussion about stones being used to replace the grass between the curb and sidewalk. Ms. Brown stated that stones going into the street could find their way to the storm sewer. Ms. Brown was asked to research verbiage on similar ordinances from other municipalities. The Commission will discuss this topic again at the September 6th meeting.

With the business being completed, Ms. Jane Woodside made a motion to adjourn with the next meeting being September 6th, 2023. Second by Mr. Alan Bowman. Motion passed.

The meeting ended at 6:45 pm.

Respectfully Submitted,

James Whitall, Borough Manager