

May 5, 2021
MILLERSVILLE BOROUGH PLANNING COMMISSION MEETING MINUTES

The Millersville Borough Planning Commission Meeting was called to order by Chair Michael Weidinger with the pledge to the flag followed with a moment of silence on Wednesday, May 5, 2021 at 6:30 PM in the Borough Hall at 100 Municipal Drive, Millersville Pennsylvania.

COMMITTEE MEMBERS

Michael J. Weidinger, Chair
Michael D. Walker, Vice Chair
Gary G. Hess, Secretary

Lauren E. Hauck
James A. Stager

OTHERS PRESENT

Michael Tuscan, Borough Code Enforcement & Zoning Officer
Brian Cooley, DC Gohn Associates
David Sykes, Resident

MINUTES

1. March 3, 2021 Planning Commission Minutes

Mr. Weidinger moved to approve the minutes of the April 7, 2021 meeting of the Planning Commission. Mr. Hess seconded the motion. With no further discussions, the motion passed by a unanimous vote.

SECRETARY'S REPORT

None

CITIZENS REQUESTS AND CONCERNS (5 MINUTE LIMIT)

None

NEW BUSINESS

1. Brian Cooley, DC Gohn Associates presented a subdivision plan for review by the Planning Commission. The property to be subdivided is 105 East Cottage Avenue and is owned by Thomas J. & Deborah A. Falk. The plan presented shows a single parcel with a house facing E. Cottage Ave. which they want to subdivide into two parcels. The plan presented is for the subdivision of the parcel only and does not include any land development details. The boundary lines shown are consistent with neighboring parcels that have been subdivided in the past. The landowners and Engineer are requesting waivers from the Borough Ordinances in order to file their plan with the County.

A. Modification of 325-8.B – Preliminary Plan

Applicant's Request Summary:

Allow waiver of requirement to file a Preliminary Plan. Applicant's justification: "The alternate standard is the filing of a Final Subdivision Plan. The plan proposes to subdivide an existing lot into two lots. There are no proposed improvements associated with this plan. The Final Plan will meet and contain all requirements of the Preliminary Plan.

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The subdivision of the two lots meets all zoning requirements for the R-01 Low Density Residential District.”

Engineer’s Recommendation: Approve

Mr. Stager moved to approve the modification as recommended by Engineer. The motion was seconded by Mr. Walker. With no further discussion the motion passed by a unanimous vote.

B. Modification of 325-15.A – Plan Scale

Applicant’s Request Summary:

Allow waiver of requirement that the final plan be at scale of 50 or 100 feet to the inch. Applicant’s justification: “The alternate standard is the scale of the plans is at a scale of 20 feet to the inch for the existing conditions plan and final subdivision plan. Due to the size of the existing lot and scope of the project, a single sheet is used to show the plan information. The smaller scale permits the information to be shown on the 24x36 sheets. The information shown on the plan sheets is legible.”

Engineer’s Recommendation: Approve

Mr. Walker moved to approve the modification as recommended by Engineer. The motion was seconded by Ms. Hauck. With no further discussion the motion passed by a unanimous vote.

C. Modification of 325-26.D.(3) – Existing Street Right of Way

Applicant’s Request Summary:

Allow waiver of requirement that when a subdivision fronts on an existing road having a right-of-way of less than the minimum width required in this chapter, an ultimate right-of-way shall be established. “New Street and East Cottage Avenue are considered local streets which require a 50 foot right of way. There is no proposed additional right of way along New Street or East Cottage Avenue.” Applicant’s justification: There are no improvements proposed to New Street or East Cottage Avenue as the existing street, curb, and sidewalk are adequate to convey the existing traffic in the area.

Engineer’s Recommendation: Conditionally Approve

Engineer’s Comments:

The existing right-of-way width from street centerline is 16.5 feet for New Street and East Cottage Avenue. Recommend approval subject to these conditions:

- 3.1. Show the “future right-of-way” on the plan sheets to meet Borough standards.
- 3.2. Add a note to the plan to indicate that the future right-of-way will be granted by the landowner of record at any time in the future upon the written request from Borough Council.

Ms. Hauck moved to conditionally approve the modification subject to conditions listed as recommended by Engineer. The motion was seconded by Mr. Walker. With no further discussion the motion passed by a unanimous vote.

D. Modification of 315 – Stormwater Management

Applicant’s Request Summary:

Allow waiver of requirement for Stormwater Management. Applicant’s justification: “The purpose of this Final Subdivision Plan is to subdivide Lot 2, no proposed improvements are proposed as part of this plan. At the time of development of Lot 2, a Stormwater Management Plan will be submitted as part of the Land Development Process.”

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Engineer's Recommendation: Conditionally Approve

Engineer's Comments:

Recommend conditional approval since no proposed construction or improvement are proposed.

4.1. Add the following notes to sheet 1 of the plan:

The stormwater management planning requirements are deferred until such time any future improvements are proposed on Lot 2.

Prior to issuance of a building permit or commencing any earth disturbance or construction on Lot 2, the owner shall submit a stormwater management plan for review and approval by the Borough in full compliance with the Borough Stormwater Management Ordinance.

Mr. Stager Moved to conditionally approve the modification with listed notes on plan as recommended by Engineer. The motion was seconded by Mr. Walker. With no further discussion the motion passed by a unanimous vote.

Mr. Hess made a motion to approve the Final Subdivision Plan for 105 East Cottage Avenue as presented by Brian Cooley, DC Gohn Associates for Thomas and Deborah Falk, with all conditions being met. The motion was seconded by Mr. Stager. With no further discussion the motion passed by a unanimous vote.

OLD BUSINESS

1. Update and Discussion on the Comprehensive Plan

Chairman Weidinger held a discussion with the Planning Commission on the RFP (Request for Proposal) for the submissions by Consultants for drafting and implementation of the Comprehensive Plan to be recommended to Borough Council. The Commissioners discussed what items they would like to see on the RFP which will be compiled and written in a letter to Borough Council drafted by Mr. Weidinger.

ADJOURNMENT

The meeting was adjourned at 7:25 PM.

Respectfully submitted,

Gary G. Hess,
Secretary

MRT