



## **BOROUGH OF CORNWALL**

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### **PLANNING AND ZONING COMMISSION**

February 3rd, 2014

The regular monthly meeting of the Cornwall Borough Planning and Zoning Commission was held on Monday, January 6th, 2014 at the Borough Hall. In attendance were:

#### Commission Members

Raymond Fratini Robert Simmermon Jim Williams John Karinch Jeff Snyder

#### Borough Officials

Steve Dellinger Joe Keaney

#### Public

List is Attached

1. Mr. Fratini called the meeting to order at 7:35 P.M.

#### **2. Calendar Year 2013 Annual Report**

The Commission members accepted the Annual Report with Goals and Objectives, which was prepared by Mr. Simmermon, P&Z Secretary. (attached)

A motion was made by Mr. Fratini and 2nd by Mr. Snyder and unanimously approved to accept the 2013 Annual Report.

#### **3. H & K – The Preserve at Historic Cornwall Village**

Another appraisal is being prepared.

#### **4. Stoner Subdivision – Lazorcik Lot**

Hanover Engineering contacted Mr. Lazorcik regarding the proposed plans for putting a pole building on his lot. Mr. Lazorcik indicated that when he is ready to move forward, he will have the requested stormwater design analysis completed and will contact the Cornwall Authority with his plans so they can be reviewed.

**5. 130 Hematite Lane – Renovation Construction Project**

Barb Henry, from the Cornwall Authority questioned the status of this property and project. Hanover Engineering contacted the Lebanon County Planning Department, who indicated that (as of January 14<sup>th</sup>) no permits had been applied for at that address.

Mr. Dellinger was directed to send a letter to the zoning officer requesting that he investigate the compliance status of the structural alterations performed while the roof was being replaced at 130 Hematite Lane. The original inquiry into the status of 130 was made by the owner of 132.

**6. David & Kristee Morris – Zinns Mill Road**

Hanover Engineering provided Barb Henry of the Authority with information regarding the proposed change in the type of on-lot sewage disposal system proposed for the property.

**7. Sacred Heart Church – Land Development Plan**

At the January 6<sup>th</sup> meeting, representatives of the Church stated that they would be filing a formal Land Development Plan soon. To date, no Plan has been submitted for review.

Alan Behm, representing Sacred Heart Church, stated that he thought the Land Development Plan would be presented to P&Z. It was learned that perhaps due to the Borough Office being closed due to the inclement weather that they assumed the meeting would not take place. Mr. Behm was going to check into the matter.

**8. Craig Holzman Lot – Rexmont Road**

Hanover Engineering discussed the completion status of the improvements with representatives of Garman Builders and Hurst Excavating. The only required improvements remaining to be completed include the final grading, lining and seeding of the two stormwater swales – which can't be completed until spring. As a result, Hanover Engineering has suggested that the new lot owner (Mr. Newman) provide the Borough with financial security so that the previous lot owner's letter of credit can be released **[see letter attached]**.

It was discussed if Mr. Newman provides \$1,000 financial security to the Borough that would offset any of the required improvements and Mr. Holzman could have his letter of credit released.

**9. Alden Place – Welcome Center**

Hanover Engineering performed an inspection on January 13<sup>th</sup>. Several minor items need to be completed prior to a recommendation to release the financial security currently being held for the project. Once again, weather is a factor in finalizing some of these needed, required improvements.

## **10. Cornwall Manor – Carriage House Apartments**

Hanover Engineering has been coordinating the required site inspections with the Contractor.

## **11. Borough/Borough Authority – Lot Annexation Plan**

The Lot Annexation Plan received conditional approval from Borough Council at its January 13, 2014 meeting. Mr. Dellinger, the Borough Engineer, is waiting for Mike McDonnell, from Steckbeck's office to confirm that all the conditions of Plan approval have been satisfied prior to the Borough releasing the Plan for recording.

## **12. Cornwall Manor – Health Center**

A Revised Land Development Plan and additional documentation were received for review on January 14<sup>th</sup> and 21<sup>st</sup>. A review letter was prepared and distributed on January 31<sup>st</sup> **[see letter attached]**. A "stormwater consistency" letter was also prepared and distributed on the same date **[see letter attached]**.

Two motions were made and approved by P&Z members.

Mr. Williams made the motion, with a 2<sup>nd</sup> from Mr. Snyder to recommend to ~~approve~~ approval of the following requested waivers and/or modifications. Mr. Karinch abstained from the vote, which was approved by all other members.

### Modifications to the Stormwater Management Ordinance

1. Section 301.I.3. – Utilization of Existing Impervious Area in the Calculation of Pre-Development Coverage.
2. Section 302. – Post development runoff shall be less than or equal to the pre-development runoff for each design storm. Also, the 2-year post-development storm shall be less than or equal to the 1-year pre-development storm and the 5-year post-development storm shall be less than or equal to the 2-year pre-development storm.
3. Section 403.B.15. – The plans shall include the total tract boundary and size, including bearings and distances.

### Waivers/Modifications to the SALDO

1. Section 13-305/402 – Submission of a Preliminary Plan. (WAIVER)
2. Section 13-402.B.(6) – Show the entire existing tract boundary with bearing and distances. –
3. Section 13-402.B.(8) - Show the location of existing lot line markers along the perimeter of the entire existing tract.

4. Section 13-402.C.(3) - Show the names of all adjacent landowners; both adjoining and across existing rights-of-way.
5. Section 13-402.C.(4) - Existing Features Within 200' of Tract.
6. Section 13-402.C.(5) - The Plan does not show the required items when located within the subject tract.
7. Section 13-510.3.B. - The streets as proposed exceed the maximum vertical grades of: (1) ten percent (10%) for local streets; and, (2) two percent (2%) within 60 feet of an intersection.
8. Section 13-511.1.C. - Where parking compounds are designed for more than ten (10) spaces, no less than five (5) percent of the total area must be landscaped and continually maintained.
9. Section 13-511.2.B. - Sidewalks shall be installed on both sides of all streets in residential and nonresidential subdivisions and land developments.
10. Section 13-511.3.A. - Curbs shall be required along all proposed streets in subdivisions; along all proposed streets and alleys in land developments; and along all existing streets in and abutting both subdivisions and land developments.

Another motion was presented by Mr. Simmermon, 2<sup>nd</sup> by Mr Williams to recommend approval of the Land Development Plan, conditioned on the comments in Hanover Engineering's review letter of January 31<sup>st</sup> being satisfactorily addressed. Once again, the motion passed with Mr. Karinch abstaining.

### **13. Zoning Map Corrections – Sycamore Hill Commercial District**

Hanover Engineering is in the process of preparing a proposed Zoning Map amendment to correct an error in the General Commercial District boundary along 72 (North of North Cornwall Road) - which was incorrectly drawn when the Borough mapping was converted to GIS by Hanover Engineering in 2008.

Discussion was held on whether the district boundary lines should be drawn to reflect the pre-2008 boundaries – or adjusted to encompass only the existing Sycamore Hill Trailer Sales lot.

A motion was made by Mr. Fratini, with a 2<sup>nd</sup> by Mr. Williams to send Borough Council a new letter showing the “new” proposed and recommended boundary lines to encompass only the existing Sycamore Hill Trailer Sales lot – not the old, original, pre-GIS lines. The motion passed with both Mr. Karinch and Mr. Simmermon abstaining from the vote.

#### **14. Cornwall Manor – Phase 2 – The Woods**

Paul Weidman, representing Cornwall Manor, requested a reduction in the letter of credit being held by the Borough. He was directed to provide Steve Danz and Mr. Dellinger with a written request for a reduction specifying the amount of reduction and the supporting reasons for the request.

#### **15. Cornwall Manor – The Woods – 106 Overlook Drive**

Mr. Weidman, representing Cornwall Manor, came before P&Z and presented information on a proposed addition – a 12' x 11' 8" deck.

A motion was made by Mr. Snyder, 2<sup>nd</sup> by Mr. Karinch and unanimous votes from the remaining members to approve this slight modification.

As in the past, Mr. Dellinger was directed to send a letter to County Planning notifying them of this accepted change.

#### **16. Alden Place – Community Center**

It was brought to the attention of P&Z (once again) that the Community Center is still being used as a banquet facility and accepting booking dates for non Alden Place affiliates. As was stated in the August 6, 2012 P&Z minutes:

*Mr. Snyder, at last month's meeting, raised the question as to whether or not the renting out of the Community Center at Alden Place to the general public for wedding receptions, etc. was permitted under the original approval of the Alden Place Development. A copy of the original approved Tentative Plan was located and upon further **review it was determined that this use was not allowed.***

*It was brought to Mr. Hurst's attention that according to the original Application for Tentative Approval of Planned Development of Cornwall Associates for the Alden Development the document states: "**The applicant has indicated that all common open space (and recreational facilities) will be for the express use of the residents of the development-not for the public at large.**"*

*Mr. Hurst stated, "**If we are in violation we will fix it.**" Mr. Hurst was directed to approach Borough Council in the event he wishes to make changes to comply with the original agreement. Mr. Hurst stated that there are currently 15-18 rentals and the building has a capacity for 250 guests. Normally there is an average of between 150-180 attendees. He stated the only on-going use of the facility is with the Good Samaritan Hospital, which holds a regularly schedule meeting/training for its staff. He stated that this is more of a community effort use of the building.*

It was advised by P&Z that Mr. Dellinger should contact the Zoning Officer and inform him of this apparent violation of one of the Conditions of the Conditional Use approval, with a copy of the letter going to Steve Danz and Borough Council.

A motion was made by Mr. Fratini and 2nd by Mr. Snyder to adjourn the meeting and was unanimously approved.

**Meeting adjourned at 8:30 p.m.**

**Upcoming Commission Meeting**

Monday, March 3rd, Planning & Zoning's regular meeting at 7:30 p.m., Borough Hall.

Respectfully submitted,

Robert Boo Simmermon  
Secretary

Cc: Borough Council  
Jeff Steckbeck, Borough Engineer for Public Works  
County Planning Department  
Steven Dellinger, Borough Engineer for SLDO  
Josele Cleary, Solicitor