

Mt. Holly Springs Planning Commission

Meeting Minutes – May 23, 2016

I. Call to order

Steve Blair called to order the regular meeting of the Mount Holly Springs Planning Commission at 7:01 p.m. on May 23, 2016 at the Borough Office.

II. Roll call

The following persons were present: Steve Blair, Pam Still, Merle Barclay, MHS Solicitor Mark Allshouse, and MHS Zoning Officer Joe Andreatti.

Merle Barclay motioned to accept the minutes from the April meeting. Pam Still seconded the motion. The minutes were approved as submitted by Katie Daniels.

III. Items of Discussion

- 1) Zoning Ordinances – After a short discussion, Mark Allshouse said that we will need to “repeal and replace” as opposed to amending the ordinances because one zone has been eliminated. The process is slightly different and he will provide a timetable/schedule to Borough Council.
- 2) Gobin Proposed Medical Offices - Joe Andreatti has received the request from Richard Gobin for an adjustment from 20 to 17 parking spaces for his proposed plan. This is with a condition of maximum eight staff personnel. Steve Blair said the Codes Enforcement Officer has the authority to make that decision. Mark Allshouse requested that Joe have Mr. Gobin countersign the letter of approval for the record. Mark also suggested that perhaps an agreement between Mr. Gobin and the Borough be signed and recorded. Steve Blair was concerned about the next owner, with a conforming use, may not have adequate parking. This could occur if a new owner did not make changes which would necessitate a building permit. Currently, there is no requirement for a new owner to get any permits, unless the building will be altered.

ACTION ITEM: Mark suggested requiring a new owner to obtain a use permit for a nominal fee, maybe \$25. It would need to be written into the proposed new ordinances and approved by Borough Council. Pam Still and Steve Blair will bring this item to the next meeting with Borough Council.

IV. Old Business

- 1) FEMA Floodplain changes - Joe Andreatti asked if Kirk Stoner or Steve Hoffman from Cumberland County Planning had made changes mentioned at the previous Borough Planning meeting. Steve Blair said the proposed zoning ordinances have been posted on the website.

- 2) Public Comment Period - Joe Andreatti suggested many questions will pertain to floodplain or parking ordinances. Pam Still asked if we could follow up with a color coded zoning map showing the changes. Mark Allshouse said the map would need to be put on the website and be available for public comment. Some discussion followed regarding whether affect property owners have been notified. The county provided a list, but no one was certain if any letters have been sent to the property owners.

ACTION ITEM: Mark Allshouse will contact the Borough Secretary to find out if letters have been sent.

V. New Business

- 1) Comprehensive Plan - A general discussion of the comprehensive plan highlighted that the current plan was created in 2008. Typically, plans are redone about every 10 years.
- 2) Property Maintenance Review - A review of the Property Maintenance Plan is probably needed. The Health and Safety committee of Borough Council is tasked with this responsibility. The review has been delayed due to all of the other current business, including the new proposed ordinances.

VI. Liaison Report

Borough Council will have working meetings on May 26 and June 30. Steve Blair will be present to help answer questions about the proposed ordinances. Council will be request to have questions clearly identified by Section, Paragraph, etc.

VII. Adjournment

Motion to adjourn made by Pam Still. Second by Merle Barclay. Meeting adjourned at 7:48pm.

Minutes submitted by: Merle Barclay