

**Cumberland County Planning Commission**  
**Meeting Minutes**  
**May 20, 2021**  
**7:30 AM\* – Zoom**

**Roll Call**

*CCPC Members:*

<input checked="" type="checkbox"/> Jim Ross (Chairman) <input checked="" type="checkbox"/> Tracey Vernon <input checked="" type="checkbox"/> Brenda Landis <input checked="" type="checkbox"/> Ed Franco <input checked="" type="checkbox"/> Tim Johnson <input checked="" type="checkbox"/> Jean Foschi (Commissioner Liaison)	<input checked="" type="checkbox"/> Joe Zume <input checked="" type="checkbox"/> Heather Sweitzer <input checked="" type="checkbox"/> George Tyson <input checked="" type="checkbox"/> Matt Fisher
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*CCPD Staff:*

<input checked="" type="checkbox"/> Kirk Stoner <input checked="" type="checkbox"/> Steve Hoffman	<input checked="" type="checkbox"/> Elizabeth Grant <input type="checkbox"/> Stephanie Williams
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*Coordinating Agencies:* Vince McCollum, Conservation District (CCCD)      Patrick McKinney, GIS

*Applicants:*

Hubert Gilroy, Martson Law Office	Jim Snyder, Snyder Secary and Associates
Marcus McKnight, Penn Township Solicitor	Paul Wilson, Penn Township and West Pennsboro Township Engineer
Gary Cribbs, Penn Township Planning Commission	Gary Martin, Penn Township Supervisor
Kenn Tuckey, 3T Developers	Corrie Wadel, Penn Township Secretary
Cory Adams, South Middleton Township	Jennifer Clouser
Troy Truax, Michael Baker, Inc	

*Guests:* None

**Agenda**

<b>1. Approval of Minutes</b>	
The April 15 meeting minutes were approved by unanimous vote on a motion by Heather Sweitzer and seconded by Tim Johnson.	
<b>2. Action Items</b>	
South Middleton Township Cumberland Plans Grant Application	<p>Cory Adams from South Middleton Township provided an overview of the application. South Middleton Township submitted a Cumberland Plans Grant Application for \$15,000 to conduct planning for their potential purchase of the Carlisle Airport. The grant will be used to develop enhanced airport overlay zoning and evaluate various infrastructure opportunities. If the township does not close on the sale of the airport, any Cumberland Plans funds expended for the project would be returned to the county. Kirk Stoner indicated the application is consistent with program guidelines and the County Comprehensive Plan.</p> <p><b>Action:</b> Joe Zume made a motion to recommend approval of the application to the</p>

	<p>Cumberland County Board of Commissioners. Ed Franco seconded the request and the vote was unanimous.</p>
<p>Agriculture Security Area (ASA), Weaver Farm, North Newton Township.</p>	<p>Keith and Wilma Weaver are applying to the ASA program for their ~100 acre livestock and crop farm located at 170 Fish Hatchery Road in North Newton Township. Elizabeth Grant indicated the farm meets all ASA eligibility requirements and is consistent with both county and municipal comprehensive plans.</p> <p><b>Action:</b> Ed Franco made a motion to recommend approval of the ASA application to North Newton Township. Matt Fisher seconded the motion and the vote was unanimous.</p>
<p>North Middleton Township-Rezoning from Neighborhood Commercial and Low to Medium Density Residential to Agriculture</p>	<p>Hubert Gilroy reported that his client, the Clouser family, owns a horse farm located at 980 Waggoners Gap Road in North Middleton Township. The property is currently split zoned as Neighborhood Commercial and Low to Medium Density Residential Zone which precludes horse riding schools and stables. The applicant is seeking a zoning map change to agriculture and a text amendment to allow riding schools and stables as a conditional use rather than special exception in that district.</p> <p>Elizabeth Grant indicated the proposal is consistent with the county and municipal comprehensive plans. The zoning map change will eliminate the property's split zoned designation which facilitates use of the property.</p> <p><b>Action:</b> Ed Franco made a motion to recommend approval of the zoning map change and text amendment to the North Middleton Township supervisors. Brenda Landis seconded the motion and the vote was unanimous.</p>
<p>Carlisle Borough- Rezoning of 45 South West Street from R-4 to C-1</p>	<p>Hubert Gilroy and Kenn Tuckey provided an overview of the zoning map change that would change the zoning of the property at 45 South West Street from R-4 to C-1. The property is the former Grace United Methodist Church. The new owners plan to maintain the church and mix other uses such as a school and condominiums. The new zoning designation would provide additional flexibility for additional uses on site.</p> <p>Steve Hoffman noted the proposal is consistent with both municipal and county comprehensive plans. The Borough should consider updating its parking regulations as it evaluates this proposal. Current zoning regulations require buildings over 15,000 square feet to meet minimum parking requirements when in the C-1 zoning district. Depending upon the use of the property, such regulations could prove problematic for the reuse of this established building on a fully developed lot.</p> <p><b>Action:</b> Tim Johnson made a motion to recommend approval of the zoning map change to the Carlisle Borough Council. Heather Sweitzer seconded the motion and the motion passed on a 8-0 vote. Brenda Landis abstained from voting given her elected position on Carlisle Borough Council.</p>
<p>Newburg Borough- Proposed New Zoning Ordinance and Map</p>	<p>Troy Truax provided an overview of the process followed to develop the Newburg Zoning Ordinance which was updated using a Cumberland Plans grant. The project was a collaborative effort with county planning and GIS staff, Borough Council members, codes officials, and residents. The new ordinance features fewer districts, streamlined regulations, content neutral sign regulations, and current definitions. Kirk Stoner noted that county staff had a substantial role in the development of the ordinance. Staff comments on the final ordinance were minor and editorial in nature. Newburg Borough Council has scheduled a public hearing on the ordinance for June 7, 2021.</p>

	<p><b>Action:</b> Joe Zume made a motion to recommend approval of the new zoning ordinance to the Newburg Borough Council. Brenda Landis seconded the motion and the vote was unanimous.</p>
<p>Hopewell Township- Rezoning from Village Residential to Agriculture</p>	<p>The Howe family owns ~33 acres located at 44 Lovers Lane in Hopewell Township. The property is used for agriculture purposes. The property owners recently recorded a deed consolidation for their property to combine 2 parcels into one. The new property is now split zoned with a portion of the property in the Village Residential district and part of it being in the Agriculture district. The rezoning request will cover the entire property in the Agriculture district.</p> <p>Steve Hoffman noted the proposed rezoning is generally consistent with the municipal and county comprehensive plans. Sewer and water infrastructure is north of the site but does not serve this property. Hubert Gilroy, township solicitor, reported the Hopewell Township Planning Commission recommended approval of the change.</p> <p><b>Action:</b> Brenda Landis made a motion to recommend approval of the new zoning ordinance to the Hopewell Township Supervisors. Ed Franco seconded the motion and the vote was unanimous.</p>
<p>West Pennsboro Township-Proposed Subdivision and Land Development Ordinance</p>	<p>Steve Hoffman reported that West Pennsboro Township updated its SALDO using Paul Wilson, township engineer, in consultation with county staff. Staff offered administrative clean up comments for the township’s consideration before the ordinance is finalized.</p> <p><b>Action:</b> Heather Sweitzer made a motion to recommend approval of the new subdivision and land development ordinance to the West Pennsboro Township Supervisors. Ed Franco seconded the motion and the vote was unanimous.</p>
<p>Penn Township- Rezoning of the Mains Property from Commercial to Industrial</p>	<p>Hubert Gilroy provided an overview of the request to change the zoning from Commercial to Industrial for ~90 acres in Penn Township. The property was zoned Commercial/Industrial prior to 2021 and recently rezoned to Commercial in January as part of the township’s comprehensive rezoning process. Appalachian Assets entered into a sales agreement for the property for an industrial warehouse use. The Commercial zoning district adopted in 2021 does not permit that use. The owners acknowledge concerns regarding capacity, safety, and congestion on the I-81 corridor. Future interchange expansion projects may require property from this tract. The applicant requested the issue be tabled until the June or July CCPC meeting to allow time for completion of the traffic impact study (TIS) process. Kirk Stoner noted that staff are involved in that process. Full information on the traffic impacts of the project will be delivered at a future meeting and discussed at that time with both the CCPC and township planning commission. Marcus McKnight said the township is exploring various options to address safety and congestion concerns associated with increases in industrial traffic. Additional information is needed before more projects are approved.</p> <p><b>Action:</b> Tim Johnson made a motion to table consideration of this request. Joe Zume seconded the motion and the vote was unanimous.</p>
<p>Silver Spring Township- New Zoning Ordinance</p>	<p>Remained tabled. No new submission.</p>
<p><b>3. Informational Items</b></p>	
<p>Ordinance Text</p>	<p>Staff reviewed a zoning text amendment regarding mixed use building requirements from</p>

Amendments	Upper Allen Township. Comments were forwarded to township staff for consideration.  Kirk Stoner previewed a zoning map change and text amendment for Middlesex Township the CCPC will consider in June. The zoning changes are required to enable the county to subdivide and sell the Claremont Nursing Home. Staff was charged by the Commissioners to develop the subdivision and land development plan and any associated zoning amendments necessary for the sale. Given staff's role in the project, the CCPC will be required to review the zoning text amendments and map change at the June meeting without staff assistance. The county's special counsel will be at the June meeting to represent the application.
Subdivision and Land Development Plans	Steve Hoffman provided an overview of the 12 plans received in April of 2021. Notable plans included multifamily developments in Upper Allen Township and Lemoyne Borough that will result in nearly 100 new units.
Commissioners Liaison Report	Commissioner Foschi reported the county successfully administered the 2021 primary election with no major issues. The Commissioners continue to work with prospective buyer of the nursing home, but an agreement of sale has yet to be signed. Transit regionalization efforts have been moving forward and the new Susquehanna Regional Transportation Authority will be formed later this summer. SRTA will be the regional transit agency comprised of Capital Area Transit in Harrisburg and rabbittransit in York.
2020 Planning Program Report	Kirk Stoner provided an overview of the planning program report calling attention to the May 6 meeting with western Cumberland County municipalities on I-81 issues, various local technical assistance projects, and a training program with the US Postal Service. The online plan submission process has been discontinued due to contractor issues and software capability limitations. Staff will be working with IMTO to identify new opportunities for online plan submission and payment.
Coordinating Agency Reports	Coordinating agency reports were received from: <ul style="list-style-type: none"> <li>Vince McCollum – The Conservation District was the first in the state to adopt DEP's new electronic permitting system. To date the system has improved efficiency and allowed for easier transfer of plans to review stakeholders.</li> </ul>
Other Business	The CCPC discussed future meeting plans. Future meetings will be held in person with a Zoom option for residents, applicants or CCPC members that cannot attend in person.
<b>4. Adjournment</b>	
On a motion from Joe Zume and seconded by Brenda Landis , the meeting was adjourned at 8:43 am. Next meeting is June 17, 2021 at 7:30 am at 310 Allen Road.	

Minutes Submitted By:  
Kirk Stoner, AICP