

**Cumberland County Planning Commission  
Meeting Minutes  
June 17, 2021  
7:30 AM – In Person/Zoom**

**Roll Call**

*CCPC Members:*

<b>X</b> Jim Ross (Chairman)	<b>X</b> Joe Zume - via Zoom
<b>X</b> Tracey Vernon	<b>X</b> Heather Sweitzer - via Zoom
<b>X</b> Brenda Landis	<b>X</b> George Tyson
<b>X</b> Ed Franco	<b>X</b> Matt Fisher
<b>X</b> Tim Johnson	
<b>X</b> Jean Foschi (Commissioner Liaison)	

*CCPD Staff:*

<b>X</b> Kirk Stoner	<b>X</b> Elizabeth Grant
<b>X</b> Jessica Cohick	<b>X</b> Steve Hoffman
<b>X</b> Stephanie Williams - via Zoom	<b>X</b> Zoe Weiss - Intern

*Coordinating Agencies:* Kim Falvey, Conservation District - via Zoom

*Applicants:*

Marcus McKnight, Penn Township – via Zoom	Ronald Lucas – Stevens and Lee, representing Cumberland County
Mickey Thompson – Burkentine Builders, via Zoom	Chris Dellinger – HRG, Cumberland County Engineer
Kyle Gillespie – Burkentine Builders, via Zoom	Mark Carpenter, Middlesex Township Zoning Officer

*Guests:* None

**Agenda**

<b>1. Approval of Minutes</b>	
The May 20 meeting minutes were approved by unanimous vote on a motion by Tim Johnson and seconded by Ed Franco.	
<b>2. Action Items</b>	
Hampden Township Rezoning-10 Oak Avenue RS to CL & Comprehensive Plan FLU Map Amendment	<p>Elizabeth Grant provided an overview of the proposed zoning map amendment. The rezoning would change a ½ acre parcel of land from Residential Suburban to Commercial Limited. Three sides to this parcel are already commercial including a recent subdivision plan for the Sierra Madre which is proposing to expand their parking to this lot. The amendment is consistent with both the Cumberland County and Hampden Township Comprehensive Plans.</p> <p><b>ACTION:</b> Joe Zume made a motion to recommend approval of the zoning map amendment to the Hampden Township Commissioners and Ed Franco seconded the motion. The vote was unanimous with Tracey Vernon abstaining from the vote given her membership on the Hampden Township Planning Commission.</p>
East Pennsboro Township- Rezoning of 2180 Valley Road from R1 to R2	<p>Steve Hoffman presented the proposed amendment to rezone a 1.5 acre parcel from (R1) Residential Single Family to (R2) Residential Multi-Family in East Pennsboro Township. The 2 parcels are split by the municipal border for Hampden and East Pennsboro Townships. The 1.5 acre parcel in East Pennsboro Township would be used to construct townhouses that are consistent with the units in Hampden Township. Kyle Gillespie with Burkentine Builders noted that the Hampden Township zoning ordinance requires an emergency exit and the parcel in East Pennsboro Township is necessary to provide the secondary access required in Hampden Township. Rezoning from R1 to R2 would make the parcel consistent with Hampden Township’s zoning. The proposed amendment is consistent with the</p>

	<p>Cumberland County Comprehensive Plan Future Land Use Map that shows the parcel of land in the residential character area.</p> <p><b>ACTION:</b> Ed Franco made a motion to recommend approval of the proposed zoning map change to the East Pennsboro Township Commissioners and Matt Fisher seconded the motion. The vote was unanimous with George Tyson abstaining given his position on the East Pennsboro Township Board of Commissioners.</p>
<p>Borough of Newville-Proposed New Zoning Ordinance</p>	<p>Kirk Stoner provided an overview of the Newville Borough Zoning Ordinance. The ordinance was prepared through the assistance of a Cumberland Plans grant. The Planning Department staff were involved in the development process and assisted in writing parts of the ordinance. The new ordinance includes fewer zoning districts, allows mixed use, enables flexible parking calculations, and has a historical overlay district.</p> <p>Jim Ross offered the following comments on the ordinance that were supported by the other members of the CCPC.</p> <ul style="list-style-type: none"> <li>• The following uses permitted by Conditional Use or Special Exception in the draft ordinance should be considered as a use permitted by Right. <ul style="list-style-type: none"> <li>• Dwelling, Multi-Family in Village District</li> <li>• Dwelling, Apartment Conversion in Mixed Use and Village Districts</li> <li>• Community Residence in Mixed Use and Village Districts</li> <li>• Roominghouse and Boardinghouse in Mixed Use and Village Districts</li> <li>• Temporary Shelter Facility in Mixed Use and Village Districts</li> </ul> </li> <li>• Assisted Living Facility should be permitted as a Conditional Use in the Village District.</li> <li>• Adult Establishments should be considered as a use permitted by Special Exception in the Mixed Use District.</li> </ul> <p>Marcus McKnight commented that many municipalities in the western part of Cumberland County prefer conditional uses over special exceptions as it gives decision making authority to the elected officials and not a quasi-judicial body of appointed residents.</p> <p><b>ACTION:</b> Ed Franco made motion to recommend approval of the new zoning ordinance with consideration of the CCPC comments to the Newville Borough Council. Joe Zume 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, counsel for the applicant requested this agenda item be tabled until the July meeting.</p>
<p>Middlesex Township Proposed Institutional District</p>	<p>The Planning Department staff and Commissioner Jean Foschi excused themselves from this agenda item to avoid a conflict of interest as the applicant is Cumberland County. Ron Lucas, Chris Dellinger, and Mark Carpenter presented the proposed zoning amendment that includes creation of a new Institutional zoning district and associated zoning text. The proposed amendment includes the county-owned land along the Claremont Road and Army Heritage Drive corridors. The county is considering selling the Claremont Nursing and Rehabilitation Center to a private owner and subdividing that parcel of land to transfer it to a new owner. The Institutional District is designed to provide for public, semi-public and privately-owned land uses which serve the Township’s educational, religious, social, healthcare, recreational, and cultural needs. The district is served by sewer and water infrastructure and includes a variety of permitted uses such as hospitals, educational facilities, religious institutions, long term care facilities, and agriculture. Residential development would not be permitted in the district, however, the existing Valley Ridge Apartments, owned by the Cumberland County Housing and Redevelopment Authority would continue to operate as a nonconforming use as they have in the existing Residential Farm zoning district that does not allow multifamily housing. The proposal is consistent with the county and municipal comprehensive plans that envision institutional land uses on these parcels in the future land use maps of the respective comprehensive plans. The Middlesex</p>

	<p>Township Planning Commission recommended approval of the zoning amendment and suggested a decrease in the maximum height in the district from 70 feet to 50 feet. The county concurred with that change and amended its application prior to submission to the CCPC.</p> <p>The CCPC entered into discussion over the reason for the rezoning being expedited solely for the sale of the County Nursing Home. Ed Franco and Brenda Landis both expressed their concern that the County should expand their proposal to show more details and future use of the rezoned areas. Chris Dellinger and Mark Carpenter noted that while it might make sense to have an idea of the future plans, the current proposal is to approve the rezoning and the CCPC should focus its review on that issue. Brenda Landis also questioned why it needs to be rezoned just for the sale of the nursing home. Ron Lucas explained that under the current Residential Farm zoning district nursing homes are not currently defined. Further, the Claremont Nursing and Rehabilitation Center includes rehabilitation services in addition to nursing care, thus the need for a new use to be defined and included in the district. Ed Franco suggested the lot size should be a 5 acre minimum. His concern is too many smaller lots taking away from the “campus environment” in this particular area. Mark Carpenter noted that educational or religious uses may not need a 5 acre lot and having the smaller lot sizes gives more opportunity and options for use. The smaller lot size also makes more efficient use of public sewer and water infrastructure that serves the site.</p> <p>Another area of concern was the portion of the subject property located in North Middleton Township. The parcel that is included in the zoned area is for residential use in North Middleton Township. Concern of what happens when a proposal comes in to develop that parcel and the zoning on the Middlesex part of the property is not consistent. It was suggested that at the time of the proposal, North Middleton would amend their zoning to institutional for that piece of land. Further, the municipal boundaries in Cumberland County are not definitively known, thus the exact land area of that parcel in Middlesex Township, if any, is unknown. The parcel is currently taxed entirely in North Middleton Township and not Middlesex Township.</p> <p>Discussion continued regarding the Floodplain Conservation Overlay and if it should be shown on the proposed zoning map and subdivision plan. Some members felt that it would cause confusion when proposed development plans are submitted. It was pointed out that proper procedures must be followed in the floodplain with any proposed development. The overlay district will be shown on the subdivision plan.</p> <p><b>ACTION:</b> A motion to recommend approval of the zoning amendments to the Middlesex Township Board of Supervisors was made by George Tyson and seconded by Tim Johnson. The vote was unanimous.</p>
Silver Spring Township zoning ordinance	This agenda item remains tabled.
<b>3. Informational Items</b>	
York County-Update of Comprehensive Plan Transportation Element	Staff provided administrative comments for the Transportation Element of the Comprehensive Plan. The Municipalities Planning Code requires counties to seek comment from surrounding counties when updating their respective comprehensive plans.
East Pennsboro Township-Ambulance Service by right in the R1 District	Steve Hoffman provided an overview of this amendment and noted that comments forwarded to the municipality were largely editorial. Jim Ross raised concerns that emergency vehicles need to have lights and sirens to always make public aware of their presence even when an emergency service station is located in a residential area. Those concerns will be forwarded to the township staff.
Subdivision and Land Development Plans	Steve Hoffman provided an overview of the 19 plans received in May of 2021. Notable plans included Morgan’s Crossing Phase III & IV, Southwood Crossing Phase V & VI and The Silver Preserve Phase 2.

CCPC Member Bios	Draft member bios were submitted to the CCPC members. Members were requested to review the bios and submit edits back to Jess Cohick. Upon completion they will be published to the website.
Electronic Packets	Kirk Stoner asked the CCPC members if they needed the paper copies of meeting materials that are provided in binders for each meeting. The packets are time consuming to prepare and waste paper, especially if CCPC members have already prepared with the electronic packets that are mailed out 1 week in advance of the meeting. A few copies of meeting materials will be printed the day of the meeting if anyone forgets a laptop or their own copy. The CCPC concurred with the change. Members requested staff have agendas printed for any guests attending. A condensed electronic packet was also requested with major documents being forwarded under separate copy.
Commissioners Liaison Report	Commissioner Foschi provided note that a sales agreement has not been executed for the nursing home at this time. The Commissioners are closely watching election law proposals. A recent meeting with Energy Transfer showed the need for better communication on pipeline safety issues. CCPC members and residents should take advantage of the Cumberland County Library for summer reading opportunities.
2021 Planning Program Report	Kirk Stoner provided a quick overview of the 2021 Planning Program Report. There were no comments or discussion.
Coordinating Agency Reports	No reports
Other Business	None.
<b>4. Adjournment</b>	
On a motion from Joe Zume and seconded by Ed Franco, the meeting was adjourned at 9:21am. Next meeting is July 15, 2021 at 7:30 am at 310 Allen Road.	

Minutes Submitted By: Jessica Cohick, Office Manager