

**BOROUGH OF MEDIA
MINUTES
PLANNING COMMISSION MEETING
JUNE 1, 2004**

The Media Borough Planning Commission met on the above date with the following members present: Chairperson Steve Moss, Peter Williamson, Chris Pavlou, and Robert Yosua. Also present were Code Enforcement Officer Jeffery, Borough Engineer Walton, Vice-President Robinson, and Secretary Higgins. William Payne and Tina Mason were absent from the meeting.

Chairperson Moss called the meeting to order at 7:31 p.m.

Approval of Minutes

Peter Williamson made a motion to approve the minutes from the May 4, 2004 Planning Commission meeting. Chris Pavlou seconded the motion. Motion carried unanimously.

Sign Permits

5 East State Street – Gallery @ 5 East

Robert H. Linn, Architect on behalf of the owner is proposing to place an awning sign on the front façade of the above address. Code Enforcement Officer Jeffery reported that the awning meets all codes. Mr. Linn explained that currently the awning can drop below the required 7 foot vertical clearance but a setscrew will be installed so that it cannot drop down below 7 feet. Peter Williamson made a motion to approve the application as submitted; seconded by Chris Pavlou motion carried unanimously.

Land Development & Subdivision

Change of Use – 12 S Plum Street

Robert H. Linn, Architect and Gerd Knudsen, owner presented a plan to construct an addition at the second floor of the above address and convert the property to an office use. Chris Pavlou recused himself from the discussion. Mr. Linn explained that the addition is from side property line to side property line but is further away from the rear property line. The second floor is to be a deck with rear security lighting. Peter Williamson asked if Engineer Walton's comments had been addressed. Mr. Linn agreed to all of Engineer Walton's comments. Peter Williamson made a motion to approve the application as submitted with the condition that all of Engineer Walton's comments are satisfied. Robert Yosua seconded the motion. Motion carried unanimously.

Change of Use – 843-845 N Providence Road

Anthony Ricca, attorney & Jonathan Schaffer, owner are proposing to change the use of the above-mentioned property from a mercantile/storage use to an office use. Chris Pavlou asked how many employees the company will have. Mr. Schaffer explained that there would be 5 full time employees, 5 to 6 disc jockeys per week, each spending about 5 minutes per visit and maybe 3 customers per week. Mr. Ricca explained that they are required to have 5 parking spaces and they have met that requirement with 3 stripped parking spaces on the side of the building and two unpaved spaces in the rear. Peter Williamson explained that the two rear spaces are not legal parking spaces due to being unpaved and that one of the side spaces is marked handicapped. Engineer Walton explained that on the final plans they must note all legal spaces within and out of the building. Engineer Walton also needs to see trash control, the rainwater conductor enhancement and loading and unloading area noted on the final plans. Peter Williamson would like to see a Northern Red Oak in the front yard. Peter Williamson made a motion to approve the plans with the condition that all Engineer Walton's comments are addressed and that the Northern Red Oak is planted. Chris Pavlou seconded motion. Motion carried unanimously.

Change of Use – 42 E Front Street

Kirby Mehrhof, Architect & John Brendler are proposing to change the use of the above-mentioned address from Residential use to Office use. Mr. Mehrhoff explained that Mr. Brendler is the current owner of 36 E Front Street and that the business is doing well and they are looking to expand onto 42 E Front Street. Mr. Mehrhoff began by stating that they are required to have 4 parking spaces and currently they meet this requirement. Peter Williamson would like to see a landscaping plan and asked what they plan to do as far as renovations are concerned. Mr. Brendler noted that he plans to spruce up the property maintenance painting the exterior and enhancing the current landscaping. He also plans to construct a stairwell to the second floor to meet their needs. Peter Williamson made a motion to approve the application as submitted with the condition that a landscaping plan is submitted and that all Engineer Walton's comments are addressed. Robert Yosua seconded the motion. Motion carried unanimously.

Subdivision – 334 N Orange Street

Vincent Martini, attorney & Vincent Martini, Sr. Stone River Builders are proposing to subdivide the lot at the above-mentioned property into two equal lots, which would house two single-family dwellings. Mr. Martini, Esq. agreed to all Engineer Walton's comments with the exception of the piping being in the street. Mr. Martini would like to have the piping under the sidewalk. Engineer Walton agreed, with the condition that it has 2 6'x6' inlet boxes in the street and that they are dedicated to the Borough. Engineer Walton further explained that this would be the first system in the Borough to have a filter. Mr. Martini agreed. Robert Yosua made a motion to approve the application as submitted with the condition that all Engineer Walton's comments are addressed. Peter Williamson seconded the motion. Motion carried unanimously.

Zoning Hearing Board

Parking Area – 128 E State Street

Gus Houtman, Engineer, Brian Collins & Mike Collins, owners presented a plan to convert the rear of the above-mentioned property into a parking area to support their office. They are seeking zoning relief to allow for the driveway to be 9ft versus to the required 24ft for two-way travel and to allow for the absence of the required 5ft landscaping buffer. The Commission tried to reconfigure the requested parking area and nothing was possible due to the grading in the rear along side Baker Street. Chris Pavlou requested information on how many street parking spaces would be lost and how we could benefit from allowing this. Peter Williamson mentioned the fact of the shade tree that may also be harmed by this project and asked if they would be willing to replace the tree. They agreed. Peter Williamson made a motion to recommend that Council not oppose this application. Robert Yosua seconded the motion. Motion carried unanimously.

Sketch Plan Review

30-32 E Baltimore Ave – Media Presbyterian Church

Richard Meyer, Architect and Jim Gastor, representative of the church presented a model, which illustrated the proposed enhancements to the existing buildings. The Commission agreed that they do like the proposal to enhance the building size but the Commission would like to see the impact be at its minimum.

Adjournment

Robert Yosua made a motion to adjourn the meeting; seconded by Peter Williamson. Motion carried unanimously. Meeting adjourned at 10:10 pm

Respectfully submitted,

Tara Lynn Higgins,
Administrative Secretary