

**BOROUGH OF MEDIA  
MINUTES  
PLANNING COMMISSION MEETING  
NOVEMBER 5, 2003**

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

Vice-Chairperson Payne called the meeting to order at 7:36 p.m.

**Approval of Minutes**

Peter Williamson made a motion to approve the minutes of the Commission meeting of October 7, 2003. Tina Mason seconded the motion. Motion carried unanimously.

**Sign Permits**

**White Birch Gallery – 28 W State Street**

Thomas Holden, applicant submitted a plan to erect an awning sign on the northwest corner of 28 W State Street to represent his business, which is on the second floor. Tina Mason questioned the white birch tree logo and asked if it was on his letterhead. Mr. Holden replied yes and submitted to the commission a copy of his letterhead. Chris Pavlou inquired if there would be signs placed within the display windows. Mr. Holden explained that they are fake windows that are part of the façade enhancement. Code Enforcement Officer Jeffery explained that since the windows are part of the façade enhancement Mr. Holden is not permitted to place any text within those windows. Peter Williamson motioned to approve application as submitted with the understanding that if the applicant wanted to pursue placing text messages within the façade windows that he would need zoning approval and the commission would recommend to Borough Council that they not oppose application. Tina Mason seconded motion. Motion carried unanimously.

**Land Development & Subdivision**

**David Cherry Law Office – 11 E Second Street**

Robert Linn, Architect presented a plan for the owner to construct a 2<sup>nd</sup> story addition over the existing one- story addition that is attached to a 3-story Victorian. Tina Mason questioned whether or not the parking could be restriped to make it a totally compliant configuration. Mr. Linn replied that the owner does not desire to do so. Peter Williamson suggested planting a couple of trees in the corner of the lot. Mr. Linn explained that any previous landscaping has not survived due to rainwater and snow

removal. Peter Williamson suggested placing a curb around the corner to protect the trees to which Mr. Linn agreed. Engineer Walton listed a few improvements he needs addressed: 1) Trash enclosure with a concrete pad. 2) Must make the swale better defined to hold more surface water. 3) Must show sewage loading on the plans. 4) Must replace curbing, sidewalk, and perform parking lot maintenance. Mr. Linn agreed to each of these 4 conditions. Peter Williamson motioned to approve the application as submitted with the condition that all Engineer Walton comments are addressed and that the landscaping plan discussed be incorporated onto the plans. Chris Pavlou seconded the motion. Motion carried unanimously.

Michael F.X. Gillen Law Office – 230 N Monroe Street

Robert H. Linn, Architect presented a plan to construct an addition to the front and north side of this law office located at 230 N Monroe Street. Mr. Gillen received a variance for height at the 9/25/03 Zoning Hearing Board meeting. Engineer Walton listed a few concerns: 1) Sewage loading must be marked on plans. 2) Trash Enclosure with a concrete pad large enough to support the existing load as well as the added load. Mr. Linn agreed to these conditions. Peter Williamson motioned to approve the application as submitted with the condition that the Engineer's comments are addressed; seconded by Tina Mason. Motion carried unanimously.

Connor Subdivision – 217 N Edgmont Street

Gus Houtmann, G.D. Houtmann & Son presented a plan to subdivide 217 N. Edgmont Street into two lots. Lot 1 would contain the existing dwelling and lot 2 would be a vacant lot. Chris Pavlou questioned the size of lot 1. Mr. Houtmann needs to verify the size. Peter Williamson inquired about the easements that exist with the property. Mr. Houtmann and Solicitor Middlebrooks discussed the feasibility of changing the access of the garage from 3<sup>rd</sup> Street to Edgmont Street and also the idea of sharing a common driveway. Peter Williamson made a motion to table the application until the easement issues are addressed; seconded by Chris Pavlou. Motion carried unanimously.

Horizon Services – 845 N Jackson Street

Vincent Mancini, Attorney and David Geiger, Owner presented a plan to change the use group of 845 N Jackson Street from assembly to business. After a brief discussion concerning which plan is the appropriate one to review the Commission decided to review the plan that provides for all use to be contained upon the applicant property. After considerable discussion, the issues of right to access the PennDot right of way for parking and the owner's right to use the existing sign structure that is in the right of way were unresolved. The Planning Commission recommended that Council address only the compliant plan. Borough Engineer Walton would like to see a landscaping plan and stormwater management marked on plans. Mr. Geiger agreed. Mr. Mancini mentioned that there would only be 2 employees and 7 parking spaces. Mr. Mancini further explained that they plan to make the parking lot one way enter from Jackson and exit on

to Monroe right turn only. Tina Mason motioned that council not oppose compliant application as submitted with condition that all Engineer Walton's concerns are addressed, the ice box in the rear is removed, the sign is moved within the right of way, no storage outside, and the plans are signed and sealed. Chris Pavlou seconded the motion. Motion carried unanimously.

### **Zoning Hearing Board Matters**

#### **Expansion of Nonconforming Structure – 122 Manchester Ave.**

Don Bak, Architect presented a plan to enlarge the first floor store and add a second floor residential apartment, which requires a few variances regarding area & bulk regulations, front yard setbacks, enlarging an existing nonconforming structure, allowing an existing non-conforming parking area to remain and lack of 5 foot landscaping buffer. Tina Mason inquired to who would have use of this second floor. Mr. Bak replied that it would be a two bedroom rental unit and the additionally space on the first floor would be for an office area to support the establishment. Commission feels additions are too large and don't meet the criteria to allow for the variances. Motion was made to oppose; seconded and carried unanimously.

#### **Townhouses – 509 N Olive Street**

Gus Houtmann, G.D. Houtmann & Son present a plan to demolish the existing dwelling to construct 4 townhouses within the R-2 zoning district each dwelling would have a 1 car garage in the rear or option 2 is to construct 5 townhouses. The opinion of the Commission members is that the property is too dense and would like to see maybe 3 townhouses with a creative use of the 1-car garages in the rear. Motion was made to oppose. Seconded and carried unanimously.

### **Adjournment**

Motion was made to adjourn the meeting; seconded and carried unanimously. Meeting adjourned at 11:30 p.m.

Respectfully submitted,

Tara Lynn Higgins,  
Administrative Secretary