

MINUTES OF THE HANOVER BOROUGH PLANNING COMMISSION

April 6, 2022

Chairman Seibel convened the meeting of the Planning Commission at 6:00 PM on Wednesday, April 6, 2022, in the Hanover Borough Municipal Building, 44 Frederick Street, Hanover, PA as advertised for a special public meeting to address the Short-Term Rental Zoning Amendments.

In attendance were Commission members Baum, Becker, Edwards, Funk, Hegberg, Seitz, and Chairman Seibel. Also, present were Planning & Engineering Director Mains; Administrative Assistant Lisa Graham-Herrick and Solicitor Tim Shultis. In addition, there were 6 members of the community present.

Chairman Seibel verified a quorum of the Planning Commission after roll call. He shared the Planning Commission has been engaged in the process of updating its Zoning Ordinance and has prepared a comprehensive zoning amendment related to short term rentals. Tonight, is the date set for the Hanover Borough Planning Commission to hold a public meeting, as advertised, to discuss the text and map of a comprehensive zoning amendment relating to short term rentals and receive any public comment.

At the conclusion of this public meeting, the Planning Commission may determine its work on the text and map of the comprehensive zoning amendment relating to short term rentals to be complete and may take action to present to the Borough Council of the Borough of Hanover the proposed comprehensive zoning amendment relating to short term rentals together with recommendations and explanatory materials.

At this time, Chairman Seibel turned the meeting over to Solicitor Shultis who introduced himself and thanked Chairman Seibel. Solicitor Shultis noted in addition to the Planning Commission members and staff participation, we will provide an opportunity for public comment following the presentation from Director Mains. Solicitor Shultis identified the exhibits of the meeting as follows:

- Proposed Comprehensive Zoning Ordinance Amendment relating to short term rental and proposed map.
- Proof of Publication of the Planning Commission Public Meeting
- Memorandum of Director, Eric Mains dated February 11, 2022
- Cover letter to York County Planning Commission dated February 15, 2022
- YCPC review letter dated March 17, 2022, and notice of local action
- Gannett Fleming Planning Letter
- Written Public Comment of Attorney Stacey McNeal's letter dated November 19, 2021

At this time, Solicitor Shultis turned the meeting back over to Chairman Seibel who introduced Director Mains, who shared a presentation of the zoning amendments for short term rental. At the conclusion of the presentation from Director Mains, Chairman Seibel asked each individual Planning Commission member if they had any comments or concerns, hearing none, he opened the floor for public comment.

Stacey McNeal, Attorney for Lora Cecere Hypes addressed the Planning Commission expressing concerns regarding the overlay, owner occupancy and contact as well as the concern that hotel/motels are not required in the ordinance to occupancy limitations.

Merle Fetter addressed the Planning Commission requesting clarification of semi-detached twin and duplex. Director Mains noted that he will provide this information to Ms. Fetter.

Peg Sennett, 167 Primrose Lane, addressed the Planning Commission regarding Wilson Avenue being zoned as short-term rental and asked for clarification. She also expressed concern regarding the maximum capacity of multi-tenant/short-term rental units.

It was noted by the Planning Commission that any pre-existing business identified as short-term rentals would be preserved in zoning amendment and most likely required to obtain licensing through the Borough of Hanover with the zoning amendment.

Chairman Seibel asked if there were any additional public comments. Hearing none, he noted that York County Planning Commission provided written comment in favor of the proposed zoning amendments for short-term rental.

Chairman Seibel called for a motion to determine the work of the Planning Commission on the text and map of the comprehensive zoning ordinance amendment relating to short-term rentals is complete. Mr. Becker moved, seconded by Mr. Hegberg to accept the motion as presented by Chairman Seibel. Motion carried.

Chairman Seibel called for a motion to determine that the text and map of comprehensive zoning ordinance amendment relating to short-term rentals is consistent with the Borough's Comprehensive Plan. Mr. Becker moved, seconded by Mr. Edwards to accept the motion as presented by Chairman Seibel. Motion carried.

Chairman Seibel called for a motion to present the text and map of the comprehensive zoning ordinance amendment relating to short-term rentals and the exhibits identified in this public meeting to Borough Council with a recommendation to adopt the text and map of the comprehensive ordinance amendment relating to short-term rentals. Mr. Seitz moved, seconded by Mr. Funk to accept the motion as presented by Chairman Seibel. Motion carried.

Approval of the Minutes: Mr. Becker moved, seconded by Mr. Funk to approve the Minutes of February 2, 2022, meeting as written. Motion carried.

Old Business: Director Mains introduced Shawn Rarigh, Consultant for Gannett Fleming who has been working on the 6-month zoning ordinance edits. Mr. Rarigh shared a working draft of that document with the changes he has addressed to date and asked that Planning Commission members review the changes and edits, providing this information to Director Mains for further discussion and potential action September/October of 2022. It was noted that Planning Commission members will be provided a PDF version of the shared document for review.

Chairman Seibel noted there were no communications at this time and asked Director Mains to report on zoning matters.

Zoning Matters: Mr. Mains reported the new iWorQ Planning & Zoning Module was fully up and running on March 1, 2022. DPE staff is currently working on the development of a Vacant Property and Rental Property module to be up and running by fall of 2022.

New Business: A Preliminary-Final Subdivision Plan for Heartland Investment Properties, LLC was presented to the Planning Commission for a two-lot subdivision along Charles Street and 101 Oak Street, for the purpose of constructing two single family dwellings. In the review process of this land development plan, it was discovered that separate water and sewer services already exist for this property. Mr. Hegberg moved, seconded by Mr. Edward to approve a conditional recommendation, subject to the removal of the rock apron on both sides of the sidewalk for the Preliminary/Final Subdivision Plan to Council as presented. Motion carried.

Public Comment: Mr. Kenneth Wright of 15 West Hanover Street, provided public comment. Mr. Wright has been in communication with Director Mains regarding the proposed zoning and mapping changes. He has concerns with the impact these changes could have on homes in the mixed-use district. He was encouraged to stay engaged with the Planning Commission and continue to express concerns and ask questions.

Adjournment: Chairman Seibel thanked all for their attendance this evening. Mr. Funk moved, seconded by Mr. Hegberg to adjourn the meeting at 7:38PM. Motion carried.

Respectfully submitted,

Lisa M. Graham-Herrick
*Administrative Assistant to the
Department of Planning & Engineering
Borough of Hanover*