Adamstown Borough Planning Commission
Tuesday, January 21, 2025
MINUTES

The Adamstown Borough Planning Commission met on Tuesday, January 21, 2025. Zach Hoffman called the meeting to order at 7:00PM.

Planning Commission Members: Zach Hoffman, Amy Good, Kevin Grant, SherriAnn Welsh-Strause

Others Present: Mike Rohrer, Randy Good, Sam Toffy

Annual Appointments:
Z. Hoffman asked for nominations for Chairman, Vice Chairman and Secretary.

A motion was made by A. Good, seconded by S. Welsh-Strause and unanimously carried to nominate Z. Hoffman as Chairman, K. Grant as Vice Chairman and S. Welsh-Strause as Secretary of the Planning Commission.

Minutes:
Minutes from the October 15, 2024 Planning Commission meeting were approved with a motion by K. Grant seconded by A. Good and unanimously carried.

Ordinance Updates – Z. Hoffman lead the discussion regarding revisions to the Zoning Ordinance.

- Short-Term Rentals – Borough Solicitor J. Cleary drafted an ordinance for short-term rentals. In addition to the draft ordinance, the PC would like to add the following:
  a) Include proof of liability insurance
  b) Post registration permit at property
  c) Establish one fee which would include both the annual registration fee as well as the inspection fees
  d) Refer to the Fee Schedule in the ordinance

  A motion was made by K. Grant, seconded by A. Good and unanimously carried to present the revisions to the draft Short-Term Rentals Sign Ordinance to the borough solicitor as outlined above.

- Z. Hoffman stated that he would like the PC to again take a look at possible revisions to long term rentals, hotels/motels, AirBNBs and B&Bs as well as review the definitions list provided by SDE.

- Sign Requirements – Revisions/additions to the Sign Ordinance were drafted in the past, which Z. Hoffman said he would also like to have included. Revisions to Section 320-85.C.1. include allowing digital signs along Highway Commercial roads, may include short static messages as long as messages do not change at a rate faster than once every 30 seconds and a sign may not include electronic moving images. Add Paragraph H to include, if multiple businesses exist within one property, signage must be consolidated to one sign per street frontage but may have individual multiple signs within one sign structure. This will be brought before Council for approval prior to being forwarded to the solicitor.

  A motion was made by A. Good, seconded by S. Welsh-Strause and unanimously carried to present the revisions to the Sign Ordinance as outlined above to Council for consideration to have the Solicitor incorporate into the current Sign Ordinance.

- Dumpster Permit/Pod Permit – Z. Hoffman is recommending dumpster ordinance which would also include storage containers and would require a permit which would be good for 60 days, at

which time it would have to be renewed, along with other requirements including a logistics plan submitted if it is to be placed along a road less than 36' wide. M. Rohrer will review other dumpster permits for comparison.

Several items that should also be looked at/revised are:

- Z. Hoffman said that we would like to incorporate various types of air soft guns, air rifles and BB guns into an ordinance.
- Uninspected Vehicles on private property if they are covered with appropriate car tarps.
- 15 Minute Parking by Post Office (with exception of snow emergency) and potential apron setbacks at residential and commercial driveway aprons, specifically the area adjacent to the Library driveway.
- R. Good expressed his concern with the Borough-owned portion of Jason Avenue in the Brookside Development regarding increased truck traffic once Willow Street restricts large trucks except for local deliveries. He is suggesting restricting this road to local deliveries only.

A motion was made by K. Grant, seconded by S. Welsh-Strause and unanimously carried to present the restricted traffic areas, apron setbacks and limited parking by Post Office as outlined above to Council for consideration to have the Solicitor incorporate into the appropriate ordinances.

Adjournment:

Motioned by A. Good, seconded by K. Grant and unanimously carried to adjourn. The meeting ended at 8:30PM.

Attested: S. Toffy, Borough Secretary