

LITITZ BOROUGH PLANNING COMMISSION
Minutes of Meeting Held December 3, 2019
7 S. Broad Street, Lititz, PA

The December 3, 2019 meeting of the Lititz Borough Planning Commission was called to order at 7:00 P.M. by Piazza with members Meyer, Smith, Stauffer, Weibel, and Yearick (Alternate) present. Conaway was absent. Others in attendance were Stephen Lee, Lititz Borough Council, Joyce Gerhart and Alex Piehl of RGS Associates, and Gary Gaissert of Moravian Manor. The minutes of the November 5, 2019 Planning Commission meeting were unanimously approved on a motion Weibel, seconded by Meyer.

SKETCH PLANS/ FINAL PLANS/ SWM PLANS/ SUBDIVISION PLANS/CONDITIONAL USE
Dunkin Donuts

The Commission briefly discussed the submission and the associated staff comments. At the conclusion Weibel made a motion to reject the application as defective under §304.A of the SLDO. Meyer seconded the motion and it passed unanimously.

ORDINANCES
CCRC Special Exception

The discussion began with Gerhart providing an overview of the comments from Moravian Manor and Luthercare. One of the primary concerns from the Continuing Care Retirement Communities (CCRCs) was the proposed language restricting accessory uses to only residents and their desire to provide accessory uses and the Borough's concerns about accessory uses that are open to the public being a detriment to the surrounding residential neighborhoods.

Weibel stated that the proposal of the sketch plan submission was in part to understand the CCRC's priorities. Piehl and Gerhart expressed concerns that such a plan would lock the CCRCs in for a five-year period. Yearick suggested that language be added that the sketch plan may be revised by the CCRC at any time. Both the CCRCs and the Planning Commission found this to be acceptable.

Discussion turned towards the Special Exception process with the current accessory uses open to the public noted. Smith asked if the expansion of a use approved by Special Exception would require the CCRC to again get approval from the Zoning Hearing Board (ZHB). Piehl claimed that it would and that it could be used to keep out undesirable accessory uses. Yearick conceded this fact but stated that the criteria for the Special Exception is what the ZHB is required to base its decision on and if a use meets the cited criteria then it is required to be approved. Weibel expressed concerns that the existing infrastructure on the campus was not planned for uses open to the general public to which Gerhart suggested that language be added that the infrastructure be rightsized for the use. Both Lee and Smith expressed a desire to be cautious because the current accessory uses for CCRCs would not have been commonly considered 10 to 15 years ago, likewise the accessory uses over the next 10 to 15 years may not something that is commonly considered today. Yearick was tasked with drafting new language incorporating these suggestions.

Accessory use placement on campus was discussed with Gerhart suggesting the language be altered to

encourage internal placement on the campus. The Commission was generally supportive of this idea. The Commission's desire to ensure a continuum of care was also discussed with the proposed percentages being scrutinized. Yearick pointed out that as written it the language caps skilled care at 30% of total dwelling units with every two beds being considered a dwelling unit, all other unit types would be capped at 60%. Upon talking through various scenarios, the CCRCs did not seem to object to this suggestion.

The suggestions of the CCRCs for building setbacks and buffering were also accepted. The revised amendment will be discussed at the January Planning Commission meeting.

Short-term rentals

Yearick reported on preliminary discussions with McEntarfer to provide a basis for a Short-Term Rental Ordinance. He noted that they have broken short term rentals into three categories, House Swaps, Bed & Breakfasts, and Absentee Rentals. House Swaps would be geared for residential properties in residential districts that are owner occupied, this would allow the owner to put their home up for rent for a short period of time when they would be out of town. Preliminary thoughts are that the home would need to be in the rental inspection program and both the total amount of availability, and the guest tenure would need to be limited. Bed & Breakfasts would use the existing regulations and would apply to any scenario where a room or guest house would be rented out with the owner residing on the property. There is a feeling from McEntarfer that there needs to be a restriction on the total number of such units. Lastly would be any home that would be rented out with the owner not residing on the premises.

The Commission offered several suggestions including language limiting total number of applicants, a requirement that a licensing number provided on all listings, proof that the units are paying required bed tax, and that everyone have an emergency representative. The Commission unanimously felt that short-term rentals with an absentee landlord is undesirable and should not be allowed in the Borough.

ADJOURNMENT

There being no further items, the meeting adjourned 9:00 P.M., on a motion by Stauffer with a second by Meyer.

Respectfully submitted,

Elijah Yearick
Director of Planning & Community Development