

Borough of Susquehanna Depot  
Minutes: October 24, 2016

**Present:** Susan Crawford, John Hendrickson, Barbara Larsen, Roy Williams, Joseph Varsik,  
Deborah Zayas

**Attendees:** Lillian T. Senko, Codes Administrator

**Absent:** Dana Rockwell

**Guests:** Carson Helfrich

**MOTION:** By Deborah Zayas, seconded by Barbara Larsen to approve the agenda. All in favor,  
motion carried.

**Zoning Ordinance Review:**

Carson Helfrich informed Council members he is using the New Milford Borough Ordinance as a template for Susquehanna. He explained he doesn't start from scratch, and what is not appropriate for Susquehanna he can eliminate. Mr. Helfrich said typically he reviews page by page, answers questions, and takes comments. It was decided that the group would work on it for two hours this session.

Section 101.3 – Mr. Helfrich stated much of the information included in this section is straight from the State Municipalities Planning Code.

Section 104.6 – Discussion with Council informing Carson the water is provided by PA American Water, the sewage by Triboro Sewer Authority. Several residents still have a septic system because the pipe was not installed to their property. Mr. Helfrich said they could take out Section 104.6, Roy Williams said to leave it in.

Section 104.8 – Mr. Helfrich said the official map is different from the zoning map; he was interested in the Borough acquiring property.

Section 105.4 – PA Municipality Planning Code – 30 days to review amendment.

Article 2 – General Section is on what Council is trying to accomplish.

Definitions: Mr. Helfrich said this section is really long, and in his experience over the years very important since court cases usually turn to the definitions to regulate the ordinance.

Pg 3-21 – The definition of a kennel, no more than three dogs above one year in a confined space, over three dogs is considered an illegal kennel. John Hendrickson asked Mr. Helfrich various questions on this topic and was satisfied with the results of the definition. Mr. Helfrich asked if they currently have an ordinance for this, Council affirmed so he will check the current definition and carry it over. Council asked about barking dogs.

**Mr. Helfrich stated all nuisance violations should be handled through the Police Department, which includes animals such as barking dogs. This should definitely not go through the Zoning Officer.**

Pg 5 – Agricultural Use – Mr. Helfrich said this definition is straight from the Agricultural Society.

John Hendrickson asked if bulk fuel tanks would apply to emergency use situations, Mr. Helfrich replied it would not apply.

Clear Sight Triangle – Defines the amount of feet – PennDot has regulations which Mr. Helfrich stated are defined later in the book. Roy Williams said he would like to see the amount increased; Mr. Helfrich said PennDot would supersede any regulations the Borough would mandate.

Pg 24 – Massage Facilities, Mr. Helfrich said people ask about therapeutic massage facilities.

Several moments were spent discussing definitions such as mobile homes, mobile home parks, etc. Roy Williams said there are no restrictions to prohibit these types of homes. Mr. Helfrich said the codes would be the same as for a single family dwelling; they wouldn't be able to just set it on a piece of property.

Mr. Helfrich said their current ordinance prohibits certain uses, must provide legitimate reasons why a use is not permitted. He will speak to the Borough's Solicitor, but it falls back to Council, (local government) to provide the reason why.

Article IV – Lay out various zoning districts – overlay district – I/R district, whatever is in the flood plain ordinance applies, they will work together.

Mr. Helfrich said James Kane who is the County's GIS person will do the Zoning Map for the Borough. As far as the district boundaries, the Zoning Officer makes that determination, if they don't agree they would take it to the ZHB.

Use – haven't addressed it anywhere in the Ordinance, will go to Zoning Hearing Board to see if it's compatible with the district.

Shoreline of river – Mr. Helfrich suggested placing the boundary line to the middle of the river, or wherever the boundary of the Borough, is but further than the shoreline.

Pg 26 – The different uses in the district is broken up into a use class table; and Mr. Helfrich has a different suggestion on how to explain each class.

4-4 – Lists all the uses allowed in that district instead of dividing into use classes, Mr. Helfrich tried to be consistent with what is in current ordinance. He said it would be better understood. Zoning Ordinance - what is allowed in the district.

Uniform Construction Code – how it is to be built

Mr. Helfrich said it would be better to limit the number of residents, otherwise it goes into a group home status. Roy Williams said federal law sets the standards, Mr. Helfrich confirmed he was correct.

Mobile Home Park – Mr. Helfrich said the minimum parcel size for a park would be five acres, and it appears there is no place to fit them per the current ordinance. He said setting a lot minimum is the same thing as excluding the use; if five acres is the minimum you would have to provide for that size. Roy Williams stated the typical size of a lot in the borough is seventy by one hundred ten.

Pg. 5 - A two family residential is the same as a single family, and they would be able to take out the “Model” home since it probably wouldn’t be available in the borough.

Neighborhood Commercial District – Retail services establishment – Mr. Helfrich said a single two family would need a Conditional Use for a multi-family.

Industrial/Recreation – **Mr. Helfrich said under the current ordinance no one would be permitted to live in this area.**

Domestic Abuse Shelters – Conditional Use in a Commercial area.

Drug & Alcohol – Mr. Helfrich said it pertains to medical – it would be wherever a health facility is located, it is considered a clinic.

Hospital Zoned – Central Business District, commercial higher intensity district.

Mr. Helfrich stated the Industrial/Recreation includes everything in the Central Business District plus some higher restrictions.

Conditional Uses – Mr. Helfrich asked Council to circle the following uses: bulk fuel, airports, campgrounds, cell towers, concentrated feeding operations, heliport/helistops, junk yards, mineral extraction, pipelines, race track, commercial stables, and windmills. He said he will ask the Solicitor if they can be taken out since there would never be enough space to encompass them within the Borough limits.

501.2 – New driveway - Roy Williams would like to see five feet from the property line, just in the single family district.

501.5 – President Varsik asked what was changed on this section. Mr. Helfrich stated some projections into yards; the way it was written wasn’t consistent with setbacks so he rewrote it so it would make sense.

502.1 – Mr. Helfrich said this was new; have individual lot, want to put two uses on one lot, subdivision B twice the lot size. Nonresidential uses; don’t care as long as they meet all the requirements. Residential/nonresidential minimum lot size and meet all the requirements.

503.1 – Only place an accessory building can be is on the same lot, or an adjoining lot with principal or on another owned or rented lot.

Clear Site Triangle – twenty-five feet basically the norm per Roy Williams who would like to see it increased to forty feet. Mr. Helfrich said forty feet maybe too much, how about they just flag this, and Roy Williams will look at the areas to see if forty feet would be ok. Roy Williams said they have very narrow streets and the larger distance would be better.

Fences & Walls – Mr. Helfrich said if the current ordinance is working, ok, don't fool with it.

Home Occupation – Updated and new standards added.

Accessory Uses – Mr. Helfrich stated this would be up to the Zoning Officer to determine what uses are permitted.

503.2 Parking in front yard was discussed

Windmill will eliminate most homes in the borough due to an "Accessory Structure" and the lot sizes not large enough.

503.9 – It's currently at seventy-five, change to fifty minimum parcel size and take out C-1.

503.1 – New – allow if roof mounted.

Temporary Uses: Mr. Helfrich defined temporary shelter, recreational vehicle, mobile home for John Hendrickson.

503.12 – Lawn Sales – Council discussed with Mr. Helfrich who stated this could be a problem if someone has a continuous sale. Listed at five times per year, for three consecutive days, Council said let it remain at three consecutive days, but change to three times per year.

504. – Total re-writes to build in more flexibility

504.5 – not requiring off the street parking since the business district wouldn't be able to accommodate that type of requirement.

Mr. Helfrich stated he would continue with the review at the next meeting. He informed Council he wouldn't be able to attend the scheduled meeting on the fourteenth of November, and would like to change the date from the twenty-eight of November to the twenty-ninth at five o'clock. Council agreed to the next meeting to take place on November 29<sup>th</sup> at five o'clock.

#### **Review Price to Purchase Spreader:**

Roy Williams presented to Council telephone bid quotes for a Salt Dog Spreader, installed. Three bids were received, two bids were the exact model requested, and one bid was on a slightly larger brand name. President Varsik discussed with Roy Williams the difference in each quote concerning, pricing, availability, and product. Roy Williams said the money is in the budget, and is not slated for any other product. Sue Crawford motioned to purchase the Salt Dog Spreader from Powell's for five thousand four hundred ninety dollars over the low bid of five

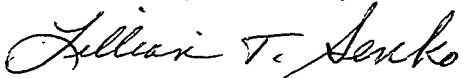
thousand eighty dollars since it is currently in stock in Powell's and they don't know how long it would take for Binghamton Truck & Body Equipment to order and receive it; John Hendrickson second the motion. All in favor, motion carried.

**DISCUSSION:**

**Schedule Budget Meeting:** Council discussed when they would be able to meet to review the upcoming 2017 Budget, it was decided Monday, November 7<sup>th</sup> at 5:00 p.m. would work.

**Meeting Adjourned 7:10 p.m.**

Respectfully Submitted,



Lillian T. Senko  
Codes Administrator