

**DRAFT AGENDA**  
**LEWISBURG BOROUGH COUNCIL MEETING**  
**March 16, 2021**  
**6:30 PM**

SULAI, President  
COMAS, Vice-President  
DERMAN  
FARRELL  
HEAYN  
BOTELHO  
YOHN  
BRODY  
KASZUBA

MAYOR WAGNER  
MANAGER/TREASURER LOWTHERT  
SECRETARY ANDERS  
SOLICITOR LYONS  
BVRPD CHIEF YOST  
FIRE CHIEF BLOUNT  
WHEELER  
PRESS  
VISITORS

- I. **CALL TO ORDER**
- II. **APPROVAL OF MINUTES**
  - a. February 9, 2021 zoom work session meeting
  - b. February 16, 2021 zoom regular meeting
- III. **COUNCIL ACTIONS AS A RESULT OF THE PUBLIC HEARING**
  - a. Motion to adopt Resolution 21-02 conditionally approving an Economic Development Liquor License Application.
- IV. **LAND DEVELOPMENT PLAN REVIEW/APPROVAL – DERRSTOWN VILLAGE PROJECT**
  - a. Motion to approve Ordinance Waivers Requested by Developer
    - i. 315-41.F Monuments for new subdivision or land development projects will be set prior to final plan approval.
    - ii. 315-46.M(4)(a) Alleys may not be used as the only means of access to a lot.
    - iii. 315-48.A(1) Curbs will be required along all public and private streets abutting to any proposed subdivision or land development.
    - iv. 315-48.C(5) Sidewalks will be on both sides of the street in front of all residential units.
    - v. 315-48.C(11) Sidewalks and pathways will be laterally pitched at a slope toward the street not less than 1% and not greater than 2% to provide for adequate surface drainage.
    - vi. 315-48.D(2) Street lighting will be provided at the following:
      - (a) The intersection of streets.
      - (b) A maximum of 150-foot intervals along streets offering on street parking.
      - (f) Defined pedestrian crossings.
      - (g) Other locations along the street as deemed necessary by Borough Council.
    - vii. 315-48.D(3) At the discretion of the Borough Council upon recommendation by the Planning Commission, lighting will consist of luminaries meeting the approval of the International Dark-Sky Association or be the Lewisburg standard, three-globe fixtures.

- viii. **§ 315-48.E(2): At least two street name signs will be placed at each four-way street intersection and one at each T-intersection. Signs will be installed under light standards (where applicable) and be free from visual obstruction.**
  - ix. **315-48.F(1) A tree with a minimum caliper of two inches will be planted every 30 feet of street on both sides of the street in an alternating manner.**
  - x. **315-50.B(4) In general, all private driveways will be confined to the lot served; however, private driveways across the lands of another may be permitted by Borough Council in the following circumstances:**
    - (a) **Not more than two lots are involved.**
    - (b) **A complete right-of-way or easement agreement is prepared in a form acceptable to the Borough Council.**
    - (c) **The total number of lots involved include all existing and/or proposed lots utilizing the private driveway for access.**
  - xi. **315-50.B(6) Location and positioning of driveways.**
    - (a) **Southernmost shared use driveway does not meet the setback from intersections as defined in Table 6-4 of 100 feet.**
  - xii. **315-50.B(7) Driveways will have a throat width and curb return radii based on the volume and type of traffic and in accordance with Figures 6-6, 6-7, 6-8, 6-9, 6-10 and 6-11 and Tables 6-5, 6-6 and 6-7.**
    - (a) **The minimum width for a two-way low-volume driveway with a roadway speed less than 45 MPH listed within Table 6-6 is 20 feet.**
- b. Decisions to be made by Borough Council as part of the Development Review/Approval Process**
- i. **Will Borough Council require the Developer to provide the Borough with As-built plans for the project if constructed improvements and developed conditions deviate from the originally approved plan?**
    - 1 **Section § 315-25: As-built plans – Provide as-built plans following completion of all required improvements in conformance with § 315-34.**
    - 2 **Section § 315-34: As-built plan – Prior to release of the financial security, provide an as-built plan in accordance with this section.**
  - ii. **Does Borough Council wish to make a decision at this time regarding the Borough Engineer’s recommendation to change Hazel Tree Alley to one-way traffic?**
- c. Motion to approve the final land development plans for the Derrstown Village Project contingent upon the following conditions:**
- i. **Compliance with Section § 315-24: Final plans**  
**B(2) Provide the following information:**
    - **PaDEP Sewage Planning Mailer and Module (if necessary)**
  - ii. **Section § 315-42: Easements**  
**E. Stormwater facility easements. Approval of agreements between the developer and Lewisburg Borough granting the Borough uninterrupted right of access to all stormwater facilities shown on**

the plan for the purposes of inspection and emergency maintenance of the stormwater facilities. Facility ownership will remain with the property owner(s).

- iii. **Section § 315-50: Lot access and driveways - driveway maintenance and use agreement must be entered into by the respective property owners and recorded with the subdivision or land development plan. Agreements must be provided to the Borough when available.**
- iv. **Section § 315-53: Sewage facilities - The developer will obtain all required sewage planning approvals from the Lewisburg Area Joint Sewer Authority and the PA DEP and provide copies to Lewisburg borough when received.**
- v. **Section § 315-78: Fees. All fees are paid by the Developer.**
- vi. **Section § 315-66 - 68: Improvement Guarantees. All improvement guarantees will be provided by the Developer in accordance with Borough Ordinances.**
- vii. **All final land development plans will be presented to Lewisburg Borough for signature in compliance within the timelines identified in Lewisburg Borough Ordinances.**
- viii. **All Developer Agreements and Financial security documents will be presented to Lewisburg Borough within the timelines identified in Lewisburg Borough Ordinances.**
- ix. **Any conditions placed upon the final land development plans as part of the approval process by Borough Council at this meeting will be addressed upon submittal of the final land development plans to Lewisburg Borough for signature.**

**V. PUBLIC COMMENT(S) ON ANY AGENDA ITEM**

**VI. PUBLIC WORKS/POLICE COMMITTEE**

- a. **Buffalo Valley Regional Police Department (BVRPD) Monthly Report**
- b. **William Cameron Engine Company (WCEC)**
- c. **Motion to proceed with a two-stall prefabricated structure for the Hufnagle Park Restroom and Handwashing station CDBG-CV project.**
- d. **Discussion of a request from Lewisburg Little League for Borough Council to relax its COVID-19 restrictions associated with the use of Lewisburg Borough Parks/Athletic Fields and allow food service from concession stands in 2021 – please note Governor recently released guidance applicable to all sporting events in Pennsylvania.**

**VII. ADMINISTRATIVE/FINANCE COMMITTEE**

- a. **Motion to approve payment of bills from February 13, 2021 through March 12, 2021 in the amount of \$405,650.31.**
- b. **Motion to approve a change in the Special Projects Coordinator/Grant Manager job title to Community Development/Grant Manager.**
- c. **Motion to approve Borough Manager to sign a Professional and Administrative Services Agreement with SEDA-Council of Governments for the Borough's CRS Program Administration, Verification and Recertification Preparation – please note that this agreement will renew automatically each year unless cancelled by either party.**

- d. Motion to adopt Resolution 21-01 appointing the Borough Secretary as Chief Administrative Officer of the Non-Uniformed Pension Plan.

**VIII. COMMUNITY DEVELOPMENT/PLANNING COMMITTEE**

**HARB – (See HARB Minutes for Details of Certificate of Appropriateness (COA) Approvals/Courtesy Reviews/Project Updates)**

Motion to approve HARB item a as submitted and recommended by HARB per their minutes dated March 9, 2021.

- a. Brenda Finucane / 40 North Front Street / Exterior Renovations

FYI: Current vacancies on Zoning Hearing Board Alternate, term expiration December 31, 2023, HARB term expiration December 31, 2022, December 31, 2023, December 31, 2023, and Shade Tree term expiration December 31, 2022, December 31, 2023, December 31, 2025.

**IX. PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS**

**X. MAYOR**

**XI. COUNCIL PRESIDENT**

**XII. BOROUGH MANAGER**

**XIII. BOROUGH SOLICITOR**

**XIV. BOROUGH SECRETARY**

**XV. JUNIOR COUNCILMEMBER**

**XVI. ANY ADDITIONAL BUSINESS FROM COUNCIL**

**XVII. WRITTEN REPORTS**

- a. Motion to acknowledge receipt of the monthly Zoning and Code Enforcement Officer Report, LAJSA January Minutes and March Agenda, Planning Commission February 3, 2021 and February 24, 2021 meeting minutes and Shade Tree Commission October 8, 2020, November 12, 2020, and December 10, 2020 meeting minutes.

**XVIII. WORK SESSION – Work Session WILL/WILL NOT be held on Tuesday, April 13, 2021**

**XIX. EXECUTIVE SESSION – Legal Matters**

**XX. ADJOURNMENT**