

Borough of Carlisle
Council Workshop Minutes
October 4, 2023
7:00 PM

Present at the meeting: Councilors Crampsie, Mellen, Perry, Deputy Mayor Landis and Mayor Shultz. Also present were: Borough Manager Armstrong, Assistant Borough Manager Snyder, Police Chief Landis, Director of Water Resources Malarich, Sustainable Community and Economic Planning Director Woolston, Finance Director Juday, Public Information Coordinator Taylor, Penn State Law Student Ambassador Powers. Councilor Stuby was absent from the meeting.

I. Call to Order & Pledge of Allegiance

Mayor Shultz called the Workshop Meeting to order at 7:00 p.m. and lead the Pledge of Allegiance.

Borough Council voted 5-0 to approve the virtual attendance of the meeting via Zoom by Councilor Hicks. (Landis/Stuby)

II. Citizens to be Heard

Owen Barton, 613 N. Hanover discussed road improvements along N. Hanover St.

Brian McDermott, 343 G St. discussed Vision Zero and the 2020 Standard

III. Presentations

A. Outside Agencies – presentations were given by the following organizations requesting funds as part of the Carlisle Borough's Outside Agency process.

- i. Bosler Library
- ii. Carlisle Area Pickleball Association
- iii. Carlisle Healthcare Auxiliary
- iv. Carlisle Victory Circle
- v. Earth Artisan & Outfitter
- vi. East Side Neighborhood Association
- vii. Safe Harbour
- viii. Supportive Partnerships for Youth
- ix. Carlisle Area Dog Park Association
- x. Valley Traction Performing Arts Collective
- xi. Carlisle Tool Library
- xii. Carlisle CARES
- xiii. Neighborhood Dispute Settlement – via Zoom

IV. Meeting Minutes

A. Borough Council voted 6-0 to approve the September 6, 2023 Workshop Meeting Minutes. (Landis/Crampsie)

V. Employee Relations / Citizen Participation**A. Open Records Officer**

Borough Council voted 6-0 to appoint Owen Snyder as the Borough's Interim Open Records Officer effective retroactively to September 1, 2023. (Landis/Mellen)

VI. Budget and Finance**A. Grant Application Resolution – Local**

Borough Council voted 6-0 to approve a resolution supporting the submission of an application for a grant through the Category 4 Facilities Local Share Account grant program from the Commonwealth Financing Authority to be used for a fire truck replacement. (Crampsie/Mellen)

B. Grant Application Resolution – Statewide

Borough Council voted 6-0 to approve a resolution supporting the submission of an application for a grant through the statewide Local Share Account grant program from the Commonwealth Financing Authority to be used for a fire truck replacement. (Crampsie/Mellen)

C. Grant Agreement – PCCD

Borough Council voted 6-0 to authorize the Borough Manager to execute the \$1,080,000 subgrant award notification from the Pennsylvania Commission on Crime and Delinquency that will be used for radios and records management software. (Crampsie/Mellen)

D. Printers

Borough Council voted 6-0 to approve quotes for six printers in the amount of \$38,300 from Doceo. (Crampsie/Mellen)

E. Rate Study

Borough Council voted 6-0 to approve a professional services contract with Gannett Fleming Valuation and Rates, Inc. to perform a water and sewer systems rate study for a not-to-exceed fee of \$38,000. (Crampsie/Mellen)

VII. Sustainability & Community Planning**A. Lot 8 Time Extension**

Borough Council voted 6-0 to approve a 30-day time extension request by Greg Holtzman of BL Companies on behalf of Northside Village LLC, for considering and taking action on the Final Subdivision and Land Development Plan for Lot 8 of the Carlisle Auto Industries as per Section 226-21.A.2 of the Borough Subdivision & Land Development Ordinance. The new deadline shall be November 3, 2023. (Hicks/Landis)

B. Zoning Discussion: *Jared Woolston presented information on results of a citizen survey*

- Survey Results
- Parking

VIII. Public Safety

A. Generator

Borough Council voted 6-0 to authorize the purchase in the amount of \$78,875.00 to replace the emergency backup generator at the police station. The work is to be performed by Winter-Engine Generator Service, Inc. (COSTARS) 008-EZ22 963. (Shultz/Hicks)

B. Fleet Cameras

Borough Council voted 6-0 to authorize the purchase in the amount of \$70,000 to be applied to Year 1 of the Fleet 3 Cameras ALPR contract with Axon. (Shultz/Hicks)

IX. Public Works

A. Water Storage Tank Siting Study: *Mark Malarich gave a presentation on options for the replacement of the Ridge St. Water Tank.*

X. New Business

None

XI. Public Comment

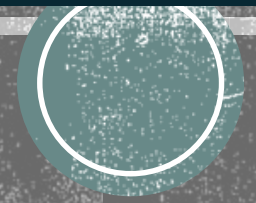
Resident Mitch Shiles of 624 W. Louther St. provided feedback on the citizen survey.

Adjournment

There being no further business or public comment, the meeting adjourned at 8:45 p.m.

Sean M. Shultz, Mayor

Owen A. Snyder, Borough Secretary



Land Use Reform. A change to improve land use policy implementation.

CARLISLE
PENNSYLVANIA EST. 1751

Two Actions.

I-1 to UM: The Frog, Switch and Manufacturing, Co. tract

Reduce parking requirements for dwellings

Expand access to shared parking

Fee in lieu of parking

Accessory Dwelling Units (ADU)

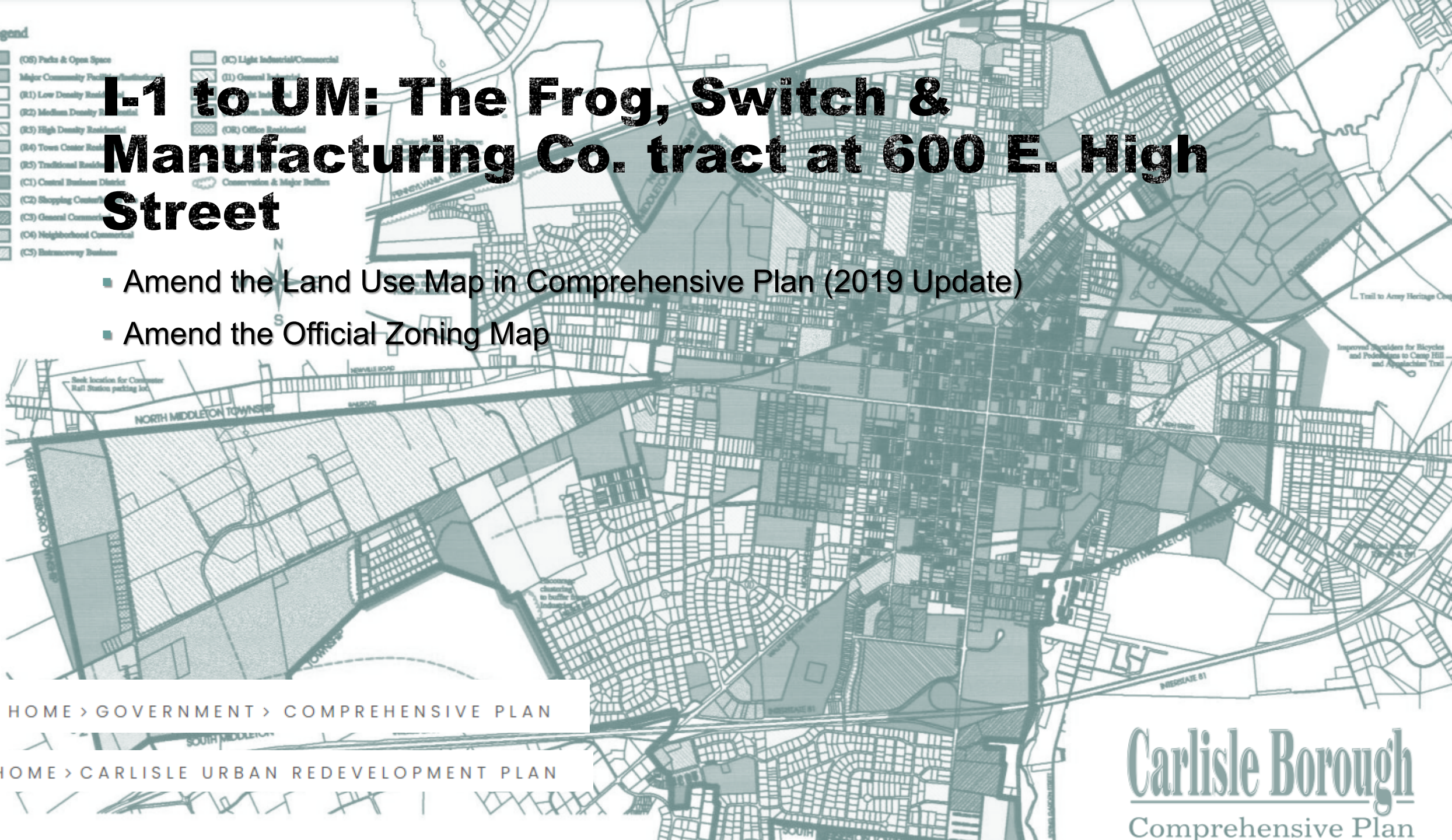


Legend

(OS) Parks & Open Space	(IC) Light Industrial/Commercial
Major Community Facilities/Institutional	(I1) General Industrial
(R1) Low Density Residential	(I2) Heavy Industrial
(R2) Medium Density Residential	(OR) Office Residential
(R3) High Density Residential	Conservation & Major Buffers
(R4) Town Center Residential	
(R5) Traditional Residential	
(C1) Central Business District	
(C2) Shopping Center	
(C3) General Commercial	
(C4) Neighborhood Commercial	
(C5) Extracurricular Business	

I-1 to UM: The Frog, Switch & Manufacturing Co. tract at 600 E. High Street

- Amend the Land Use Map in Comprehensive Plan (2019 Update)
- Amend the Official Zoning Map

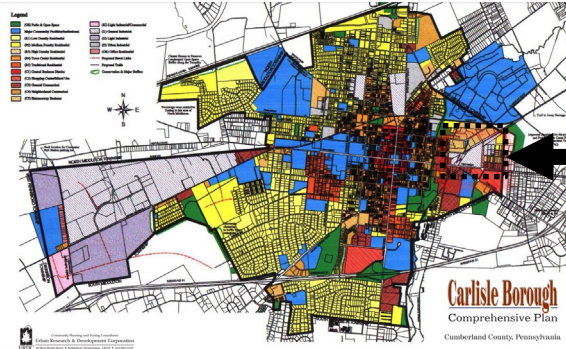


HOME > GOVERNMENT > COMPREHENSIVE PLAN

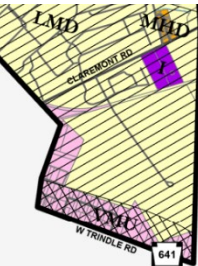
HOME > CARLISLE URBAN REDEVELOPMENT PLAN

Carlisle Borough
Comprehensive Plan

Mixed use.



North Middleton
Zoning Map



- | | |
|-------------------------|------------------------------------|
| Municipal Boundary | Agriculture |
| Interstate | Rural Resource |
| State Road | Low to Medium Density Residential |
| Local Road | Medium to High Density Residential |
| Tax Parcel | Village / Mixed Use |
| Creek/Stream | Neighborhood Commercial |
| Conical Surface Zone | Commercial / Light Industrial |
| Horizontal Surface Zone | Industrial |



Reduce parking requirements for dwellings.

§ 255-204. Number of required spaces for dwellings.

- A. Unless ~~the contrary~~ fewer minimum parking spaces are permitted ~~is specified~~ by the applicable zoning district, the current parking minimum is ~~1.5~~ 1 off-street parking spaces per ~~one bedroom multifamily~~ dwelling unit with one-bedroom or less and ~~one additional off-street parking spaces for each additional multifamily unit bedroom~~ and two off-street parking spaces ~~for per~~ dwelling unit with two or more bedrooms. ~~single-family and townhouse units.~~

- *Note: Below is the pertinent definition of “dwelling unit” in the Zoning Ordinance:*

DWELLING UNIT — A living area comprised of more than one room used for living and sleeping purposes and having its own kitchen with fixed cooking, refrigeration and plumbing facilities, and its own sanitation facilities with bath and toilet fixtures, all arranged for occupancy by one family or a single person. Each dwelling unit shall have a separate access to the outside or to a common passageway. (ARTICLE II § 255-12)



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Potential Zoning Changes & Parking Reforms

The Borough of Carlisle is considering changes to the industrial zoning at The Frog, Switch & Manufacturing Co. tract at 600 E. High Street and Borough-wide parking reforms.

These proposed reforms are part of the Land Use Reform Sub-Committee's work. The sub-committee was formed in January of this year and has been reviewing Carlisle's adopted land use policies and regulations and considering recommendations for improvement.

For more information on the committee's work, visit www.carlislepa.org/lur.

About

2 shares

Share

Public Survey

9/13 - 9/27

If you live or work within a 10-minute walk (about 1/2 mile) to The Frog, Switch & Manufacturing Co. tract, please answer the following questions.

Please circle the three (3) priority land use activities you prefer for reuse or redevelopment.

Residential	Institutional
Commercial	Open Space
Industrial	

Please indicate your opinion concerning redevelopment of the site for manufacturing, truck terminal, warehouse, and distribution uses.

5	4	3	2
Strongly Encourage	Encourage	Neutral	Discourage

Scan the QR Code to learn more and to take the survey online.

Completed surveys can be returned to: Borough Hall, 53 West South Street, front desk or outside dropbox. You may also call 717-249-4422 to pick-up.

Surveys need to be completed by September 27.

Thank you for your

WE WANT TO HEAR FROM YOU!

The Borough of Carlisle is considering changes to the industrial zoning at The Frog, Switch & Manufacturing Co. tract at 600 E. High Street and Borough-wide parking reforms. Before we begin the 3-minute survey, please circle 1-3 priority land uses in the General Industrial (I-0) zoning district which allow manufacturing, truck terminal, warehouse, and distribution. (3) In Carlisle, multifamily dwellings must provide 15 off-street parking spaces plus 1 parking space for each additional multifamily bedroom. Single family homes and townhouses must provide 2 off-street parking spaces.

Do you live, work, or own a business in the Borough of Carlisle?

Yes
No

Do you believe the number of required off-street parking standards for dwellings should be reduced as follows?

- One (1) parking space per dwelling with one bedroom or less and
- Two (2) parking spaces per dwelling with two or more bedrooms

Yes
No
No Opinion

Do you believe the zoning district at The Frog, Switch & Manufacturing Co. should be changed to Urban Mixed Use (UM) to allow a mixture of complimentary land uses that support the downtown?

Yes
No
No Opinion

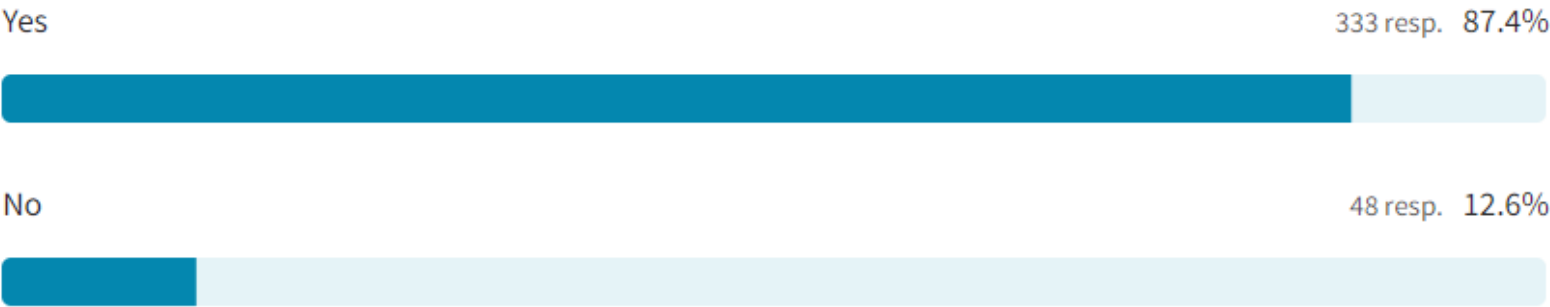
Do you believe the General Industrial (I-0) zoning district at The Frog, Switch & Manufacturing Co. should remain the same?

Yes
No
No Opinion

FLIP FOR MORE ➡

Do you live, work, or own a business in the Borough of Carlisle?

381 out of 381 answered



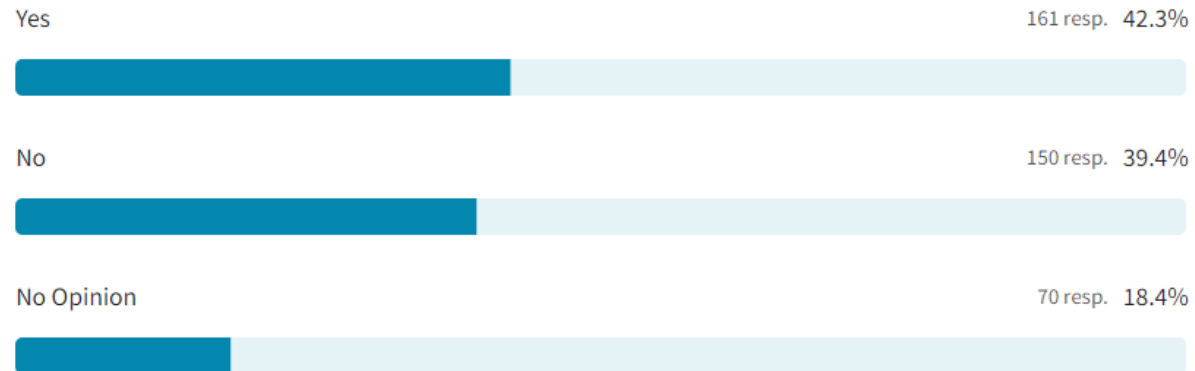
Results 1 of 7



Do you believe the number of required off-street parking standards for dwellings should be reduced as follows?

One (1) parking space per dwelling unit with one bedroom or less &
Two (2) parking spaces per dwelling unit with two or more bedrooms

381 out of 381 answered



**Results
2 of 7**



Do you believe the zoning district at The Frog, Switch & Manufacturing, Co. should be changed to Urban Mixed Use (UM) to allow a mixture of complimentary land uses that support the downtown?

381 out of 381 answered



Results 3 of 7



Do you believe the General Industrial (I-1) zoning district at The Frog, Switch & Manufacturing, Co. should remain the same?

381 out of 381 answered

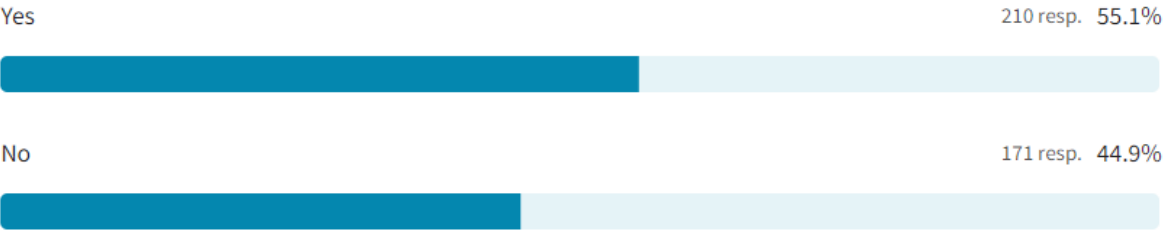


**Results
4 of 7**



Do you live or work within a 10-minute walk (about 1/2 mile) to the Frog, Switch & Manufacturing Co. tract?

381 out of 381 answered

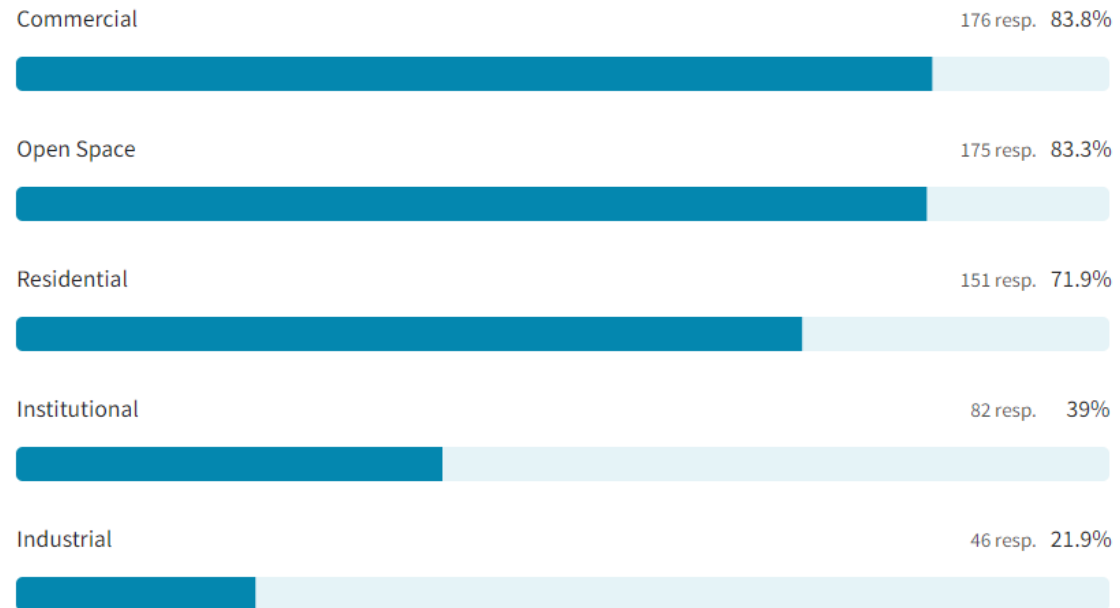


Results
5 of 7



Which of the following land use activities do you prefer for reuse or redevelopment?

210 out of 381 answered



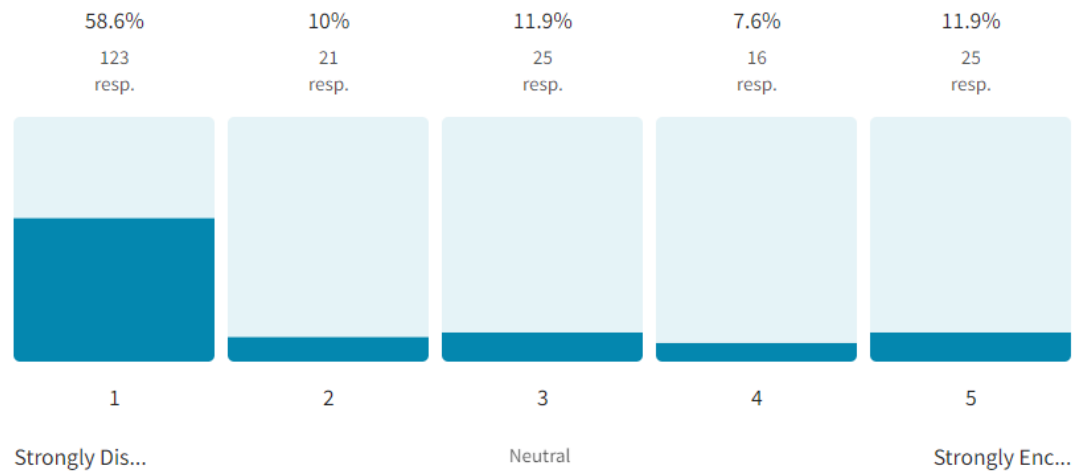
Results 6 of 7



Please indicate your opinion concerning redevelopment of the site for manufacturing or truck distribution.

210 out of 381 answered

2.0 Average rating



**Results
7 of 7**



Next steps.

Borough Council Meeting

- Solicitor advertise and set Public Hearing
- 45-day review for Planning Commission, School District, County Planning, and municipalities

12 Oct. 2023

14 Dec. 2023

Anticipated Public Hearing



Ridge Street Water Storage Tank Replacement Study



Functions:

- Stores water for fire protection
- Meets peak customer demands
- Maintains system pressures
- Prevents contamination

Tank	Storage (Million Gallons)
West Reservoir	1.30
East Reservoir	1.30
West End Tank	2.30
Penn Street Tank	0.75
Ridge Street Tank	0.25
Total Storage Capacity	5.90



Background

Existing Ridge Street Tank

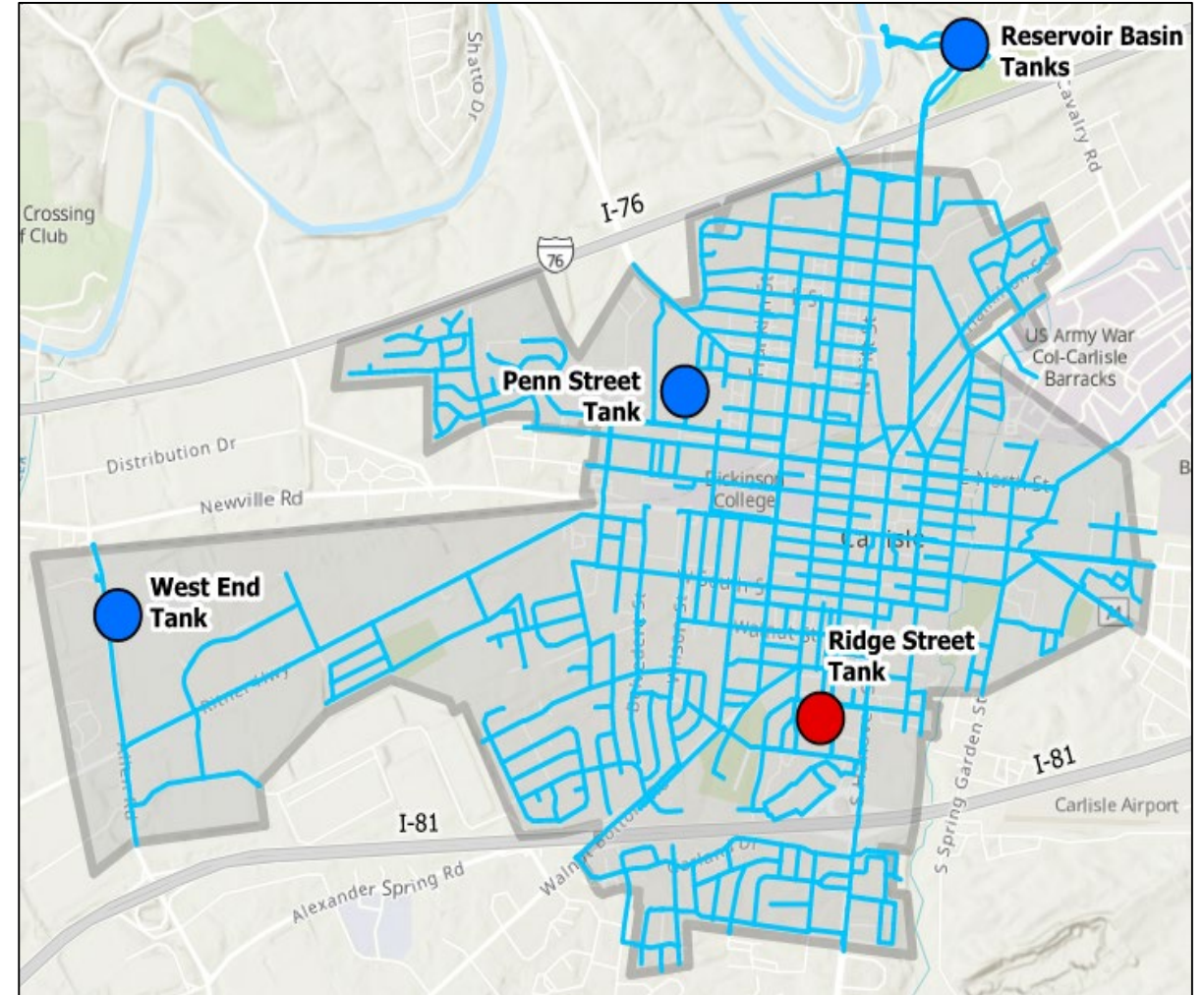
- 0.25 million gallon (MG) capacity
- Riveted Steel construction
- 91 years old

Reasons for Replacement

- Significant repair needs
- Rapid level fluctuations
- Low pressures in surrounding areas

Goals of Study

- Identify and evaluate potential sites for a replacement to the Ridge Street Tank
- Establish design criteria for the new tank



Preliminary Analyses

Storage Capacity Analysis

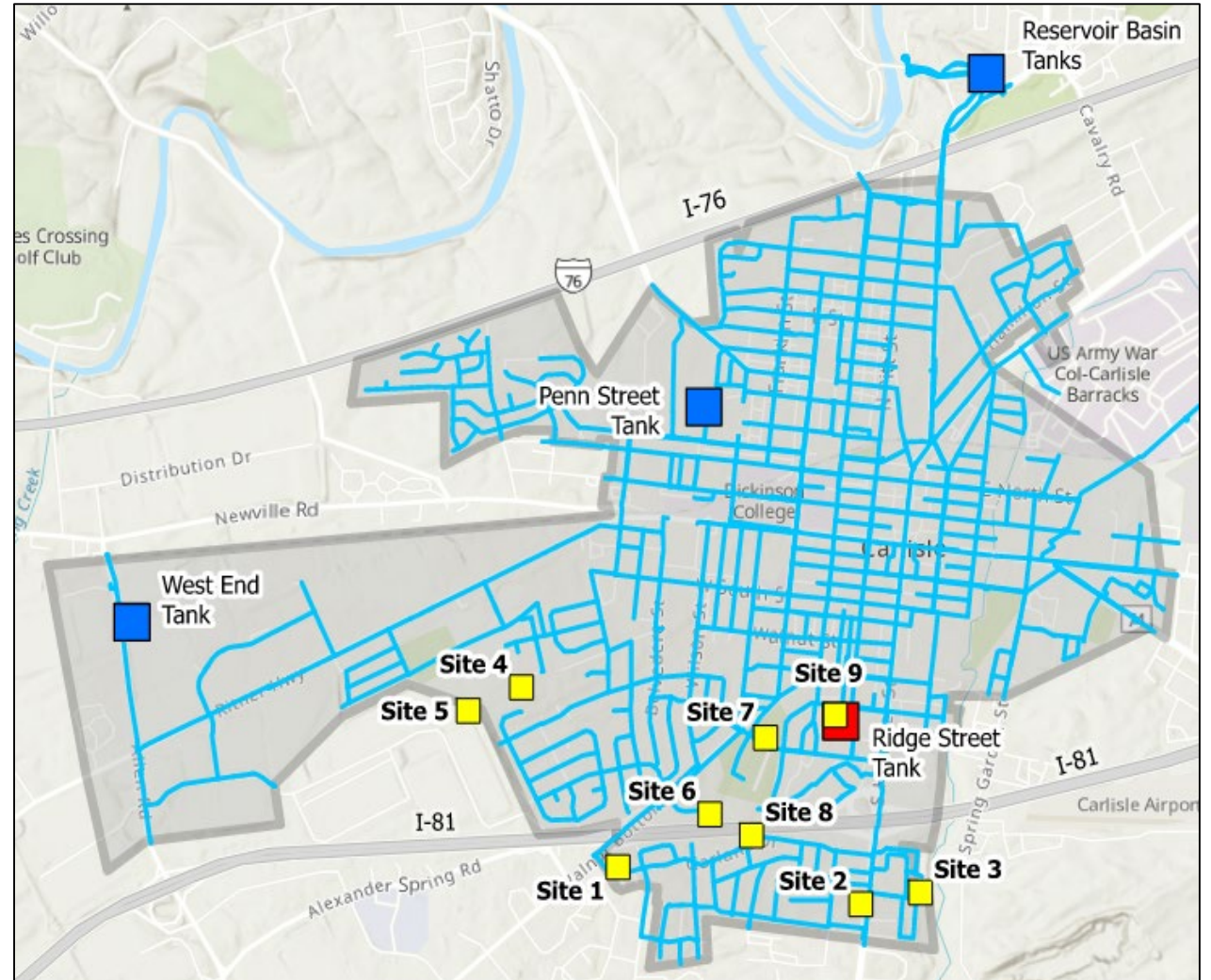
- Future storage deficit = minimum size of new tank = 0.70 million gallons (MG)

Preliminary Site Selections

- 9 potential tank sites identified based on factors such as ground elevations, open area, and network connectivity

Hydraulic Analyses

- Hydraulic model was previously developed for Master Plan in 2017
- Model was used to evaluate tank sites based on the following criteria:
 - Tank levels
 - System pressures
 - Fire flow availability



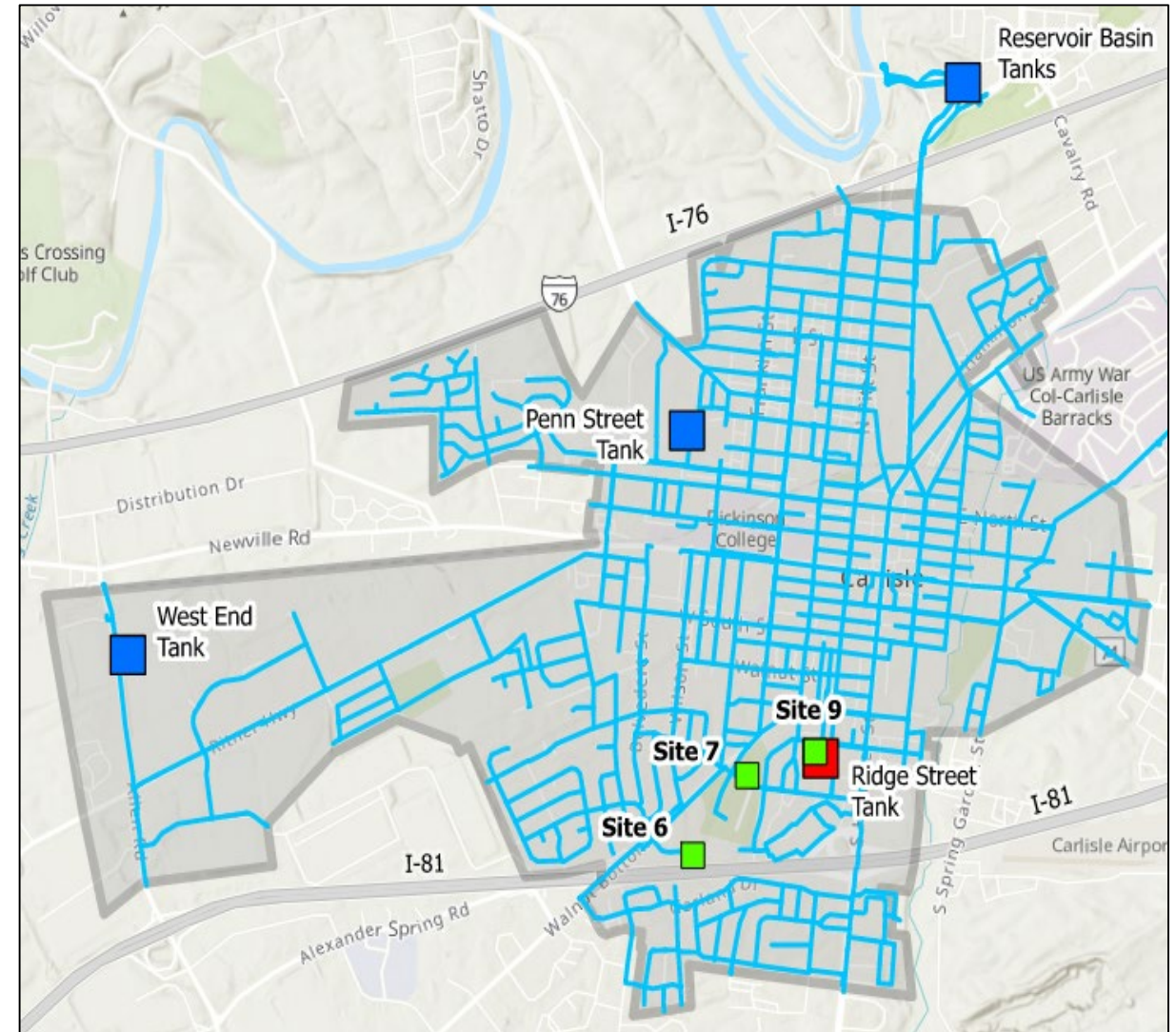
Preferred Tank Sites

Sites selected based on hydraulic analyses: Sites 6, 7, and 9

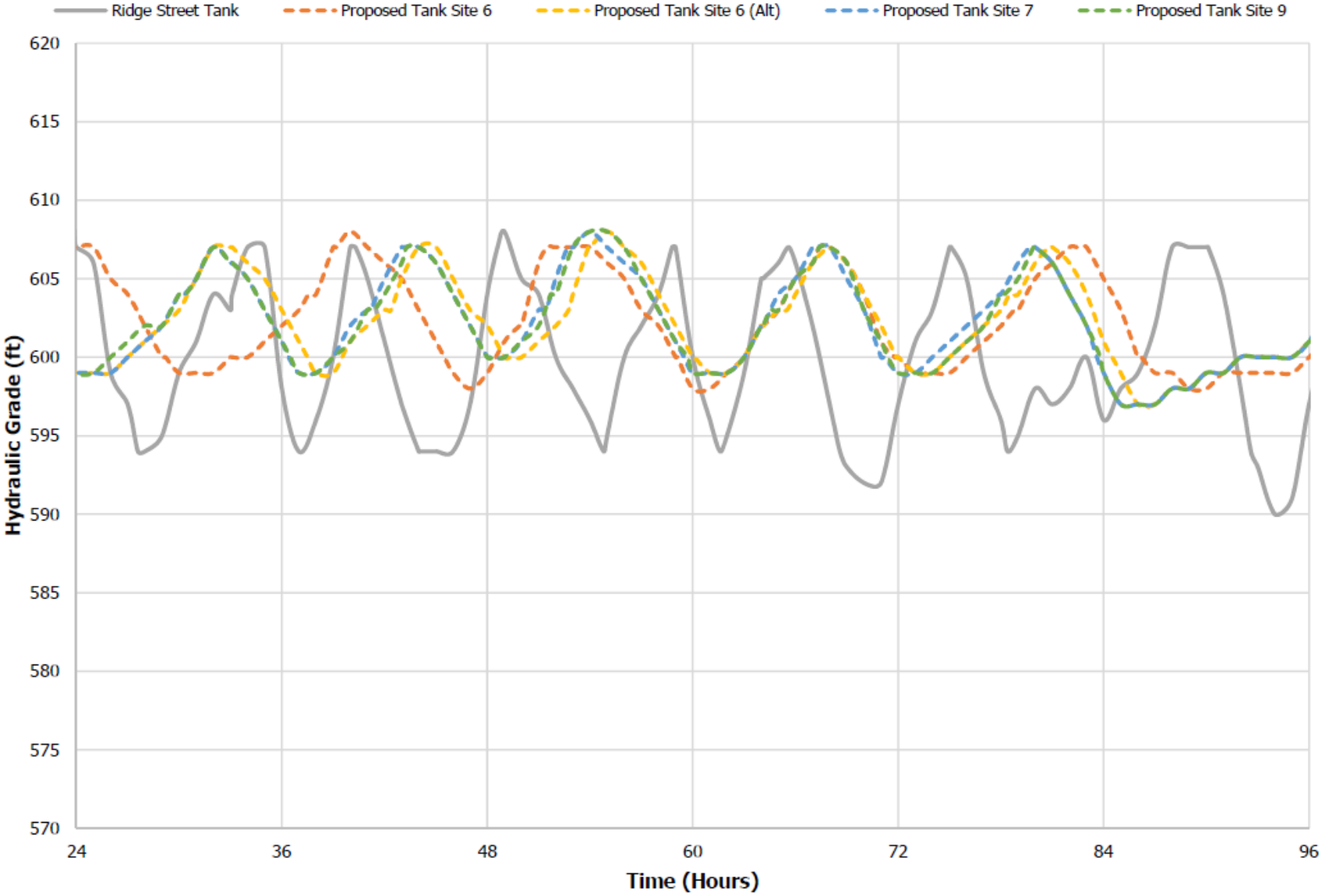
- Sites 7 and 9: highest overall tank levels, pressures, and fire flows
- Site 6: relatively high tank levels and pressures, but fire flow similar to existing

Follow-up assessments:

- FAA Obstruction Evaluation
 - All preferred sites were approved
- Water Quality
 - Negligible differences between sites
- Associated Pipeline Improvements
 - No improvements needed for Sites 7 and 9
 - New pipeline extension recommended for Site 6 to improve redundancy and fire flows



Existing ADD Tank Levels



*Note: Proposed Tank Site 6 (Alt) results include optional water main extension through Thornwald Park.

Recommendations

Tank Location: Site 9 (existing tank site)

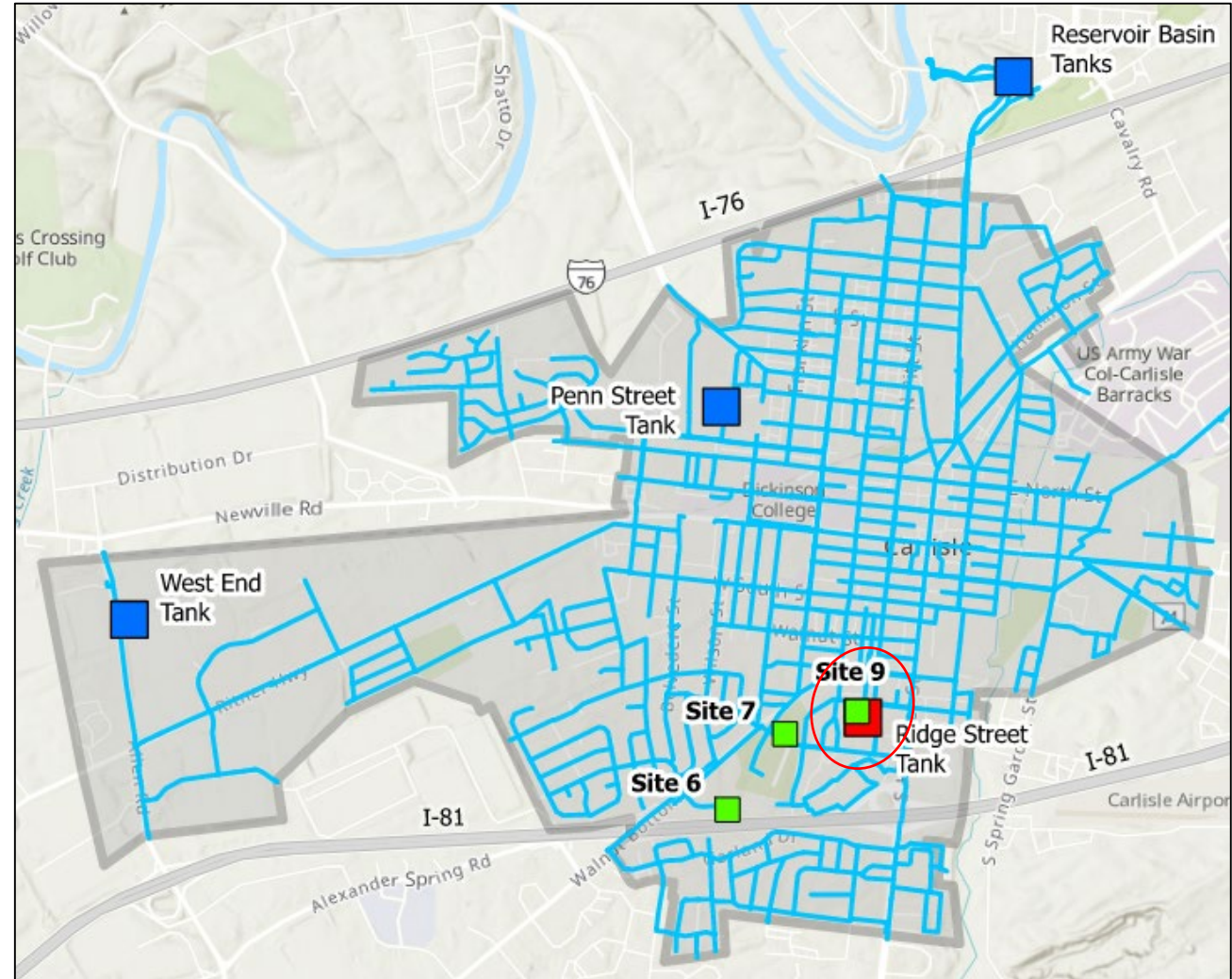
- Hydraulically favorable based on model results
- Discussions with tank manufacturers and demolition contractors to verify feasibility

Design Criteria

- 1.0 MG elevated storage tank
 - 614 ft overflow elevation
 - 30 ft operating range
- Spheroid or composite tank design

Opinion of Probable Cost

- Construction of new tank: \$6.2 million
- Demolition of existing tank: \$180,000
 - includes \$20,000 to protect new tank.
- Estimate based on prices as of July 2023



Ridge Street Tank Study

Borough of Carlisle, Pennsylvania

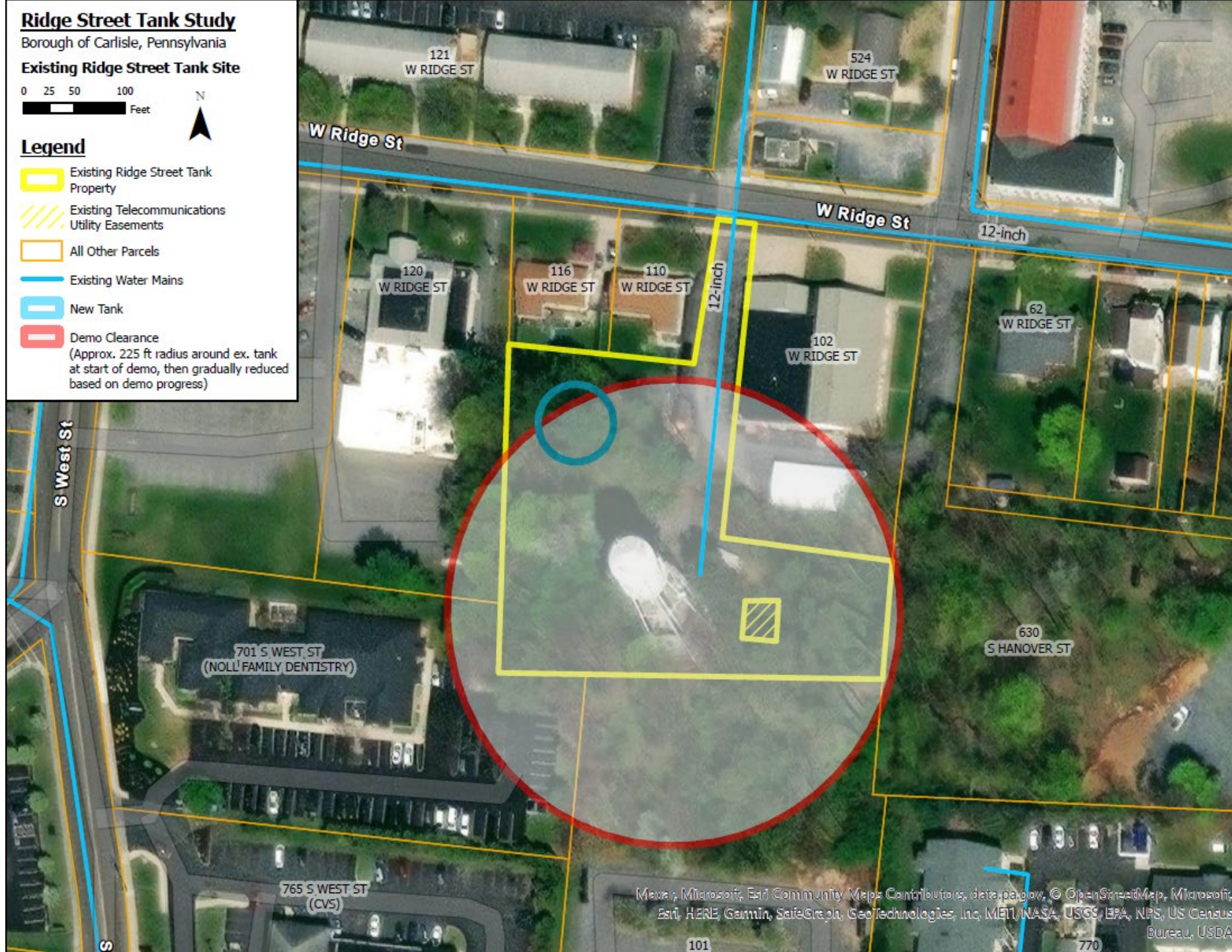
Existing Ridge Street Tank Site

0 25 50 100
Feet



Legend

- Existing Ridge Street Tank Property
- Existing Telecommunications Utility Easements
- All Other Parcels
- Existing Water Mains
- New Tank
- Demo Clearance
(Approx. 225 ft radius around ex. tank at start of demo, then gradually reduced based on demo progress)

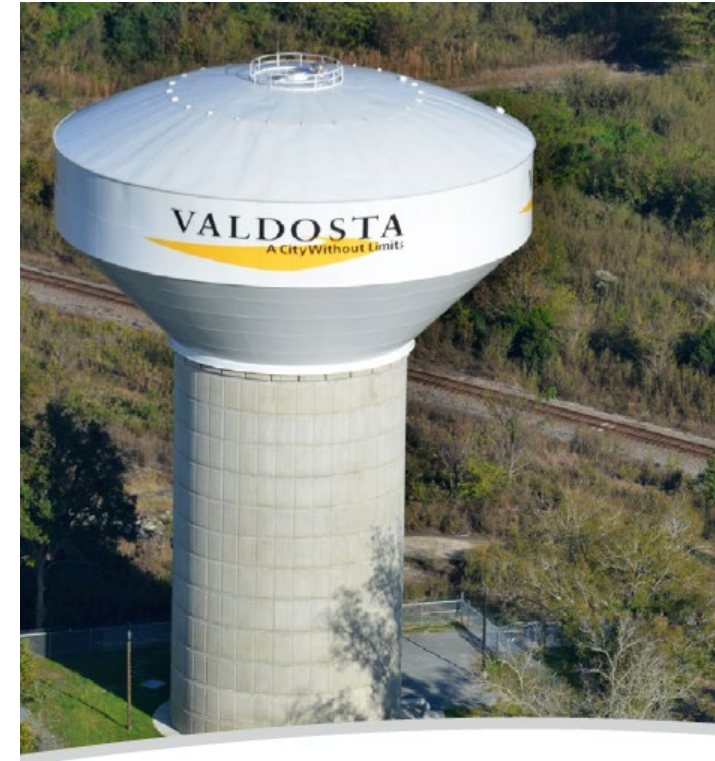


Next Steps:

- Undertake permitting and design of new tank
- Incorporate tank replacement costs in CIP
- Discuss new tank siting with adjacent property owners



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ELEVATED WATER STORAGE



**Composite
Elevated Tank**
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