

Carlisle Borough Planning Commission
Regular Meeting Minutes
December 18, 2025 | 5:30 p.m.
Borough Hall | 53 W. South Street | Carlisle, PA 17013

Members in Attendance: Lee Winton, Vice Chair; Mark Green; David Maher; Martin Siefering; and John Werner

Members not in Attendance: Thomas Coolidge.

Borough Officials in Attendance: Jared Woolston, SCEP Director; Jim Sutter, Senior Planner; Maurita Abeln, Water Resources Director; and Jeff Bergsten, Borough Engineer

The meeting was called to order at 5:30 p.m. by Vice Chair Winton

1. Roll Call

2. Meeting Minutes – November 24, 2025

Mr. Werner moved the November 24, 2025 meeting minutes be approved as presented. Mr. Green seconded the motion. The motion passed unanimously.

3. Public Comments – The audience may request Commission Members address and/or discuss items not listed on the agenda. Commission members may choose, at their discretion, to address issues at a later date.

There were no Public Comments

4. Old Business

There was no Old Business

5. New Business

a. Final Land Development Plan – Former IAC Site, Lot 1 (Revised)

Tom Richey appeared representing the Applicant. He noted this is a revision of a previously approved plan for Lot 1 of the former IAC Site. Initially a grocery store as an anchor tenant for the lot was anticipated, however that tenant has since bought out their lease agreement. In order to provide flexibility for a potential future replacement anchor tenant, they are proposing the current plan. Mr. Richey stated the plan is replacing the previous 18,000 square foot building on the western half of the property with grass and making minor configuration changes to the parking lot for the structures on the eastern end. No changes to the two (2) proposed structures on the eastern side are proposed. Mr. Richey noted they had received staff's recommended conditions of approval and have no issues with them.

Mr. Richey confirmed no changes are proposed for the two structures on the eastern side of the property upon a question from Mr. Maher. Mr. Werner stated he has no issue with the requested waivers, however he noted the IAC Site receives a lot of attention and as a member of the Planning Commission he is often asked about it. As such, he expressed his opinion that Borough Council should consider not waiving the requirement for a Public Meeting or he would at least encourage the property owners to host a meeting in the future due to concerns in the area.

Mr. Maher noted his appreciation for the initial plan's lighting design. He suggested it be explored to see if there was any way to further limit it as much as possible. Mr. Richey noted no changes to the lighting on the eastern side of the property from the initial plan are proposed. Mr. Maher asked if there were any discussions on the adjacent railroad right-of-way's ability to host a sidewalk or other multi-use path. Mr. Woolston noted that Staff is happy with the 5-foot sidewalk connecting to Lot 9 approved on the original plan. He noted a wider walkway would be nice, but it wasn't what was on the original approved plan. Discussion ensued on walking paths and connectivity.

Mr. Winton asked if Staff finds the plan acceptable. Mr. Woolston noted while having a grocery store is preferred, Staff finds the plan acceptable. Mr. Woolston confirmed any future development for the western side of the Property will require a new land development submittal with Planning Commission review and Council approval.

Mr. Siefering inquired about the necessity for the one-way entrance from Fairground. Mr. Richey noted they are expecting an increase of traffic on that street from the construction of the roundabout. He noted they will ensure it is adequately signed upon Mr. Siefering expressing concerns of drivers attempting to use it as an exit. Mr. Woolston noted the significant analysis of traffic at this property and the overall IAC Site over the years.

Mr. Woolston requested clarification from Mr. Werner's comments regarding the Applicant hosting a public outreach meeting. Mr. Werner stated it was a suggestion and doesn't feel the need to change the motion from what was suggested from Staff.

Mr. Maher moved the Planning Commission recommend Council approve the request for waivers from §226-10E & §226-17A and recommend conditional approval of the application for Final Land Development at Lot 1 of the former IAC Site. Mr. Lee seconded the motion.

Mr. Winton expressed his opinion a public outreach meeting should occur and that they should in fact use their right to recommend approval or denial of waiver requests to require it occur.

Mr. Lee moved to amend the motion to recommend Council approve the request for a waiver from §226-17A, deny the request for a waiver from §226-10E and recommend conditional approval of the application for Final Land Development at Lot 1 of the former IAC Site. Mr. Maher seconded the motion. The motion passed unanimously.

6. Staff Update

Staff had no updates for the Planning Commission on any matters.

Mr. Winton announced Isabelle Harman had resigned from the Planning Commission effective December 14, 2025. He thanked her for her service to the Planning Commission.

7. Adjournment

Mr. Werner moved the Planning Commission adjourn. Mr. Maher seconded the motion. The motion passed unanimously.

The Planning Commission adjourned at 6:02 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jim Sutter", is positioned above the typed name.

Jim Sutter, AICP
Senior Planner