

Carlisle Borough Planning Commission
Regular Meeting Minutes
March 26, 2026 | 5:30 p.m.
Borough Hall | 53 W. South Street | Carlisle, PA 17013

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

Members not in Attendance: Mark Green

Borough Officials in Attendance: Jared Woolston, SCEP Director; Maurita Abeln, Water Resources Director; and Christina Henry, Administrative Office Specialist

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

1. Roll Call

Chair Werner completed roll call.

- 2. 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

3. Meeting Minutes – February 26, 2026

Mr. Maher moved the February 26, 2026 meeting minutes be approved as presented. Mr. Winton seconded the motion. The motion passed unanimously.

4. Old Business

There was no old business to discuss.

5. New Business

a. Preliminary/Final Subdivision Plan – The Point at Carlisle Plaza

Point Plaza, LLC. (“Applicant”) requests Preliminary/Final Subdivision approval for the property located at 800 East High Street (“Property”). The Applicant proposes the subdivision that would split the Property into two parcels separated by a right-of-way at an existing private road. One parcel would encompass an area 3.98 acres in area to the west of the proposed right-of-way and the other parcel would comprise 10.84 acres of land to its east. The area proposed to be dedicated to the Borough as right-of-way would be 0.38 acres in area and conform with the private road’s existing cartway. An existing former drive-through bank on the Property is proposed to be demolished.

Mr. Doug Gosik, Williams Site Civil, appeared on behalf of the Applicant. Mr. Gosik stated he was there specifically regarding the right-of-way access road on the property and the offer of its dedication to the Borough. Mr. Siefering requested further clarification on the right-of-way offer of dedication. Mr. Gosik noted it is currently a private driveway, and the Applicant is willing to dedicate to the Borough with conditions to protect future development projects. He noted that both properties are currently being examined for redevelopment options and Applicant is hesitant to dedicate the standard 60-foot right-of-way.

Mr. Woolston noted that staff suggest that having access control for the public could be beneficial with the use of 2 signaled intersections and a suggestion that pedestrian facilities be added down the line. He noted the Applicant has proposed 30-35 feet of right-of-way to be dedicated, providing council the option to accept, but is not obligated to accept the offer of dedication with the subdivision.

Mr. Winton stated the Planning Commission should seek to encourage continuity/consistency in right-of-way widths throughout the Borough. He alluded to future Applicants requesting modifications from adopted ordinances.

Mr. Woolston clarified that this proposal gives Council options not currently available to them. He added that if this road were to remain a private driveway, it would prevent the Borough from utilizing it as a throughway in the event a public circulator is created in the future.

Mr. Maher requested clarification regarding the zoning of the Property with Mr. Woolston responding that it is zoned UM Urban Mixed Use District, but has the option to develop under the regulations of the C-2 Shopping Center/Mixed Use District.

Chair Werner reminded the other members of the Planning Commission that, despite their reservations, Council has the ultimate decision-making authority and they are purely advisory.

Mr. Woolston expressed his opinion that receiving public access via a right-of-way is a good compromise. He assured the Planning Commission that their concerns on the cartway versus the 60-foot width requirement would be passed on to Council.

Mr. Coolidge moved the Planning Commission recommend Council approve the request for waivers from §§226-10E & 17A and recommend conditional approval of an application for a Preliminary/Final Subdivision Plan at the property located at 800 E. High Street. Mr. Siefering seconded the motion. The motion passed on a unanimous voice vote.

b. Preliminary/Final Land Development Plan – CASD Middle School

Mr. Justin Doty, FSA, Inc., on behalf of the Applicant, introduced Dr. Colleen Friend, Superintendent of Carlisle Area School District. He noted the proposed development is located both in two municipalities. The proposed Middle School itself is located in North Middleton Township, but access to it is from Carlisle Borough and significant other improvements are also proposed within the Borough. Mr. Doty noted there have been several meetings with Borough staff regarding the project, including review of traffic patterns. He stated they are seeking a recommendation for conditional approval, subject to staff comments and subject to the waivers outlined in detail.

Dr. Friend provided additional background on the project by giving a review of the district and the challenges with an increase in enrollment. She noted that after an abundance of review, they would be closing 2 aging elementary schools, converting the remaining 5 elementary schools to accommodate grades K-3, renovate the 2 current middle schools to accommodate grades 4-6, and construct the proposed

new Middle School to accommodate grades 7-8. She noted several options were considered before deciding to locate the new Middle School at the existing athletic fields by Wilson Middle School. Dr. Friend also noted they would be addressing traffic flow/concerns on the entire campus with this new land development. She asked for the Planning Commission's support and a recommendation of conditional approval at this time.

Mr. Doty walked through the different elements of the plan including access roads within the campus including an internal roundabout, continued shared use paths, new separate bus traffic plan, a new parking lot at the old Bellaire Elementary School site, a playground area for the Wilson Middle School at the existing softball field and a new proposed roundabout on Waggoners Gap Road.

Mr. Jarred Neal, Traffic Planning & Design, Inc., presented more information about the proposed roundabout on Waggoners Gap Road. He noted that a traffic study was prepared and the roundabout was determined to be the best method of handling the increased traffic while also slowing traffic down through the school area. He noted that there are no plans for pedestrians to cross at this roundabout but that it would be safer for them to do so with the structure of the roundabout. A discussion was had regarding visibility from the north side of the roundabout and cars approaching and possible pedestrians crossing. Dr. Friend confirmed that children would still be crossing Waggoners Gap Road at the intersection of D Street and not at the roundabout.

Mr. Winton asked Mr. Doty if he could defend the request for a waiver from the requirement to dedicate recreation/open space. A discussion ensued on the requested waiver, with the School District holding the position that adequate recreational space for use on campus exists. Mr. Winton stated the public can't use most spaces as they are locked. Dr. Friend clarified that those spaces are locked for security reasons on the school campus. Dr. Friend confirmed that those spaces are available for rent/use to the public through organizations outside of the School District.

After a discussion, Mr. Doty redirected the conversation to the topics for approval. He noted they were looking for approval with conditions on several waivers. He summarized the requested waivers and the rationale behind the requests.

Mr. Doty stated that he had spoken with a solicitor who represents multiple school districts. This individual had informed Mr. Doty that in their experience it is not common for a municipality to require a recreation/open space fee for a school district. Mr. Coolidge posed a question about the recreation/open space waiver request to Mr. Woolston who responded the Planning Commission can advise independently from what the staff position will be. He noted that Staff will support the waivers for the dedication of land and the fee-in-lieu-of payments.

Mr. Seifering moved the Planning Commission recommend Council approve the requested waivers from §§226-17A, 20A(7)(a), 20A(7)(c), 20L, 32B(1)(b), 32E(1)(b), & 34 and recommend conditional approval of an application for a Preliminary/Final Land Development Plan at the property located southwest of the intersection of Waggoner's Gap Road and Interstate 76 (PA Turnpike). Mr. Coolidge seconded the motion. The motion passed on a unanimous voice vote.

6. Staff Update

Mr. Woolston stated that his team had completed 3 public stakeholder meetings for the Active Transportation Plan. He noted Staff will spend the next 3 months reviewing the public comments followed by drafting a plan to present this Fall/Winter. Mr. Woolston noted and discussed the historical pictures hung on the walls in Borough Hall that were used for the final transportation meeting.

Mr. Coolidge suggested displaying historical pictures from the Historical Society periodically for the public to view.

7. Adjournment

Mr. Werner moved the Planning Commission adjourn.

The Planning Commission adjourned at 7:27 p.m.

Respectfully submitted,

Jim Sutter, AICP
Senior Planner