

MINUTES  
COLUMBIA BOROUGH PLANNING COMMISSION  
August 28, 2018  
7:00 p.m.

**MEMBERS IN ATTENDANCE:**

Mary Wickenheiser, Chair  
Jeffrey M. Helm, Vice-Chair  
Tiffani Lynn, Secretary  
Barbara Fisher  
Annette White  
Brad Lynn

**STAFF IN ATTENDANCE:**

Rebecca Denlinger, Borough Manager  
Deb LaClair, Administrative Assistant

**GUESTS IN ATTENDANCE:**

Dave Cunningham, 1116 Locust Street  
Joe & Sharon Lintner, 500 Chestnut Street  
Frank Doutrich, 1001 Ironville Pike

**CALL TO ORDER:**

Chairwoman Wickenheiser called this regular meeting of the Columbia Borough Planning Commission to order on Tuesday, August 28, 2018 at 7:00 p.m.

There was a moment of silence and the pledge of allegiance.

Justin Evans was absent from this meeting.

**MINUTES:**

Tiffani Lynn motioned to approve the July 24, 2018 Planning Commission meeting minutes and Annette White seconded. All favored this motion.

**CORRESPONDENCE:**

Mary Wickenheiser stated she received correspondence about the Shawnee Run Stream restoration project. Jeff Helm stated he has been attending meetings regarding this and the project was moving forward.

**ACTION ITEM(S):**

Mary Wickenheiser asked for a motion to proceed with requesting RFP's for rewriting the Comprehensive Plan.  
Tiffani Lynn motioned to recommend to Columbia Borough Council to proceed with a request for RFP's for the rewriting of the Comprehensive Plan and Barb Fisher seconded. All favored this motion.

**SPECIAL DISCUSSION:**

Mary asked to continue the discussion regarding Short Term Rentals (STR's) from the work session before the meeting. She stated the Commission did receive ordinance samples from West Cocalico and Elizabethtown and a work sheet provided by Jeff Helm. There was discussion on the definition of an STR. Rebecca Denlinger stated the definition was key to this process. Mary asked that Commission members review the worksheet and come prepared for further discussion at the September work session.

Dave Cunningham thanked the Planning Commission for allowing his input regarding STR's during their work session. He closed by expressing his concerns about groups of unknown people and/or events being held in these properties and the potential for numerous STR's in the Borough.

**BLIGHTED PROPERTIES:**

Jeff Helm provided a brief update on blighted properties.

**PUBLIC COMMENT:**

Frank Doutrich, 1001 Ironville Pike, asked questions regarding the difference between motels, hotels, bed and breakfast inns and short-term rentals. Jeff and Mary addressed this question. Frank asked about the zoning of Ken and Becky's wood working business on Poplar Street. Jeff stated there was a zoning decision regarding this business and encouraged Frank to complete an information request form for copies.

**ADJOURNMENT:**

Brad Lynn motioned to adjourn this meeting of the Columbia Borough Planning Commission at 8:05 p.m. and Tiffani Lynn seconded. All favored this motion.

Respectfully submitted,



Tiffani Lynn  
Secretary

