

## DEVELOPMENT ACTIVITIES COMMITTEE REPORT – MARCH 8, 2021

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**Members:** Zimmerman, Chairman; Reinhold, Vice Chairman; Barr, Member; Weiler, Alternate; Harris, Staff

**Attendees:** Zimmerman, Chairman; Reinhold, Vice Chairman; Weiler, Alternate; Harris, Staff; Martin; Rowe; Thompson; 1 Visitor

The Development Activities Committee met on February 22, 2021, and discussed the following:

### Action Items:

1. The Committee reviewed the annual professional services agreement with HRG. HRG provides review services for Subdivision and Land Development and Stormwater Management. The Committee will recommend that Borough Council execute the annual agreement with HRG for 2021 at the March Borough Council meeting and authorize the President of Borough Council and the Borough Secretary to execute the agreement subject to it being in a form acceptable to the Borough Solicitor.
2. The Committee reviewed an access easement request from the new owners of 1 East Main Street. 1 East Main Street currently has a number of parking spaces along the trail side of their building. The parking spaces are on private property, but drivers must use the curb cut and trail to access the spaces. The owners would like to formalize the access with a recorded easement to ensure they will have access to their parking spaces. The owner's attorney will draft the easement agreement for the Borough Solicitor's review. The Committee will recommend that Borough Council authorize the President of Borough Council and Borough Secretary to execute an access agreement with WMJ Properties, LLC, subject to it being in a form acceptable to the Solicitor at the March Borough Council meeting.
3. Kelly Withum, Executive Director of Mainspring of Ephrata, reviewed a Wayfinding PowerPoint presentation with the Committee. Mainspring would like to move forward with adding wayfinding signage at key places in the Borough and is asking permission to erect wayfinding signage to connect people to places. The first phase of the signage will be to guide pedestrians and cyclists to various destinations. They are proposing 10 locations. Two of the signs will be on private property and the rest will be on Borough-owned property. Ms. Withum will consult with the WERT Committee since several of the signs will be along the trail. Ms. Withum would also like to have Mainspring install 6 small bike racks in the "bump-outs" downtown and at the plaza. The racks and bikes will not impede pedestrians. Mainspring will pay for the signage and the bike racks. The Committee will recommend that Borough Council approve the request to install 8 signs and 6 bike racks subject to Staff reviewing the locations for both improvements at the March Borough Council meeting.
4. The Committee reviewed RFP #EB21-1 Building Cleaning Services. The Committee will recommend that Borough Council award the contract to low quote, M & H Cleaning of Stevens, PA. RFP amount is \$25,200 for year 1, \$25,200 for year 2 and \$25,200 for year 3. Years 2 and 3 are optional based on the contractor's performance. The Committee will recommend awarding the contract for all three years subject to providing a certificate of insurance naming the Borough of Ephrata as an additional insured at the March Borough Council meeting

5. The Committee reviewed additional information provided by the Ephrata Public Library regarding the observation beehive at the library. The installation will result in modifications to the library's exterior wall. The Committee is supportive of the request, but wants the library to escrow funds sufficient to cover the cost of the restoration. The Committee will recommend that Borough Council approve the request subject to the condition that the Library escrow funds to cover the cost of the restoration and execute a restoration agreement in a form acceptable to the Solicitor at their March Borough Council meeting.

**Discussion Items:**

1. There was one Zoning Decision from the January Zoning Hearing Board Meeting. Lynn Zimmerman was granted a lot width variance for a property on Spring Garden Street.
2. There is one new application for the March Zoning Hearing Board Meeting. The Committee does not feel it is necessary to send the Solicitor to the hearing.