# PLANNING BUREAU CASE REPORT 

# Preliminary/Final Land Development Plan Application 228 Walnut Street 

APPLICANT:<br>Yasser Hellel, Esq.<br>APPLICANT STATUS:<br>Owner<br>ZONING:<br>Downtown Center (DC)<br>HISTORIC DISTRICT:<br>Pending Individually-Listed Historic Designation

## REQUEST:

The Applicant is proposing to convert the former Federal Courthouse building into a 162 -unit "Multifamily Dwelling," with potential commercial space on the first floor.

## PROPERTY DESCRIPTION:

The property at 228 Walnut Street is a 0.71-acre lot featuring an eleven-story, 196,075-squarefoot structure which was constructed in 1968 (per the Dauphin County Tax Records). The property is bounded by Locust Street to north, North $3^{\text {rd }}$ Street to the east, Walnut Street to the south, and North Court Street to the west.

This detached structure features elements of the International architectural style. Characterdefining features include: the marble façade of the first floor, recessed behind concrete support pillars around the perimeter of the building; the large planter beds around the perimeter of the building; the decorative sculpture suspended from two pillars between the northern entrances and a large eagle statue in the same location on the southern elevation; the glass curtain wall façades on the upper floors; the loading area along Court Street; and the underground parking garage access with an attendant's booth along Locust Street. There are two main entrances each on the northern and southern sides of the building which feature at least two, full-view metal doors set in simple metal frames and topped by large, plate glass windows; the doors are separated by different features including a revolving door, additional access doors, and plate glass windows. The entrances along the northern elevation at sidewalk level and have direct ADA access; the entrances on the southern elevation are accessed by a wide flight of stone steps with metal railings. There additional access doors along the loading dock on the western elevation of the building. Fenestration features the aforementioned header windows above the entrances and the
glass curtain wall system on all four façades. The structure is topped with light-colored roofing material and a large mechanical penthouse. Although there are other buildings in downtown Harrisburg of similar design and period of construction, the subject property reflects a notable example of its architectural style, retains much of its original integrity, and exhibits unique design elements; as such, the structure contributes significantly to the architectural and historic character of the streetscape and neighborhood.

## ANALYSIS:

## 1. General Location/Neighborhood Impact

With respect to the purpose of the project, the Applicant has stated:
"Conversion of the former Federal Courthouse/office building to multifamily residential dwelling units (162) with possible $1^{\text {st }}$ floor future commercial use (TBD +/-13,000SF)."
With respect to the impacts of the project on the neighborhood, the Applicant has stated:
"By introducing 162 residential units into the heart of downtown, both the city (via taxes not previously realized from a tax exempt property) and local businesses (via significant additional customer traffic) will realize substantial benefit. As this is an existing building which previously housed office workers, nominal (if any) impact to existing infrastructure or the neighborhood itself is expected."
With respect to proximity to an historic district, the Applicant has stated:
"Yes. Exterior work will be limited to some window replacement and lighting."
With respect to other considerations, the Applicant has not provided a response.
The Planning Bureau notes that property was a purpose-built institutional facility, serving as the Ronald Reagan Federal Office Building, and has been operating in that capacity since its construction in 1968; in addition to accommodating the federal courthouse, it also housed various federal government agencies, including the IRS. With the opening of the new Sylvia Rambo Federal Courthouse at 1501 North $6^{\text {th }}$ Street in April 2023, these agencies began relocating from the subject property and the property is currently vacant. As such, this conversion project will not result in the displacement of residents or businesses.

The project proposes a mixed-use development with first-floor commercial space; 162 residential units; accommodations for the residential component including a mail room, leasing office, and storage units; amenities such as a fitness center, penthouse lounge, shared office space, and rooftop deck; and a shared lobby and parking garage. Regarding the residential component, there will be two (2) studio units, 146 one-bedroom units, and fourteen (14) two-bedroom units; the one-bedroom units will range in size from 604 square feet to 994 square feet, and the twobedroom units will range in size from 1,076 square feet to 1,377 square feet. The plan set also shows two, two-story commercial spaces on the ninth floor, although their designation is less clear as they would likely require resident access to the elevators.

The proposal will not be contrary to the character of the neighborhood or of the more immediate $3^{\text {rd }}$ Street and Walnut Street corridors. The surrounding downtown neighborhood features a broad variety of uses and development types; in fact, nearby Strawberry Square has been undergoing a similar conversion from a solely commercial and institutional space to a mix of commercial, institutional, and multifamily residential uses. The proposed project will better
contribute to and enhance the neighborhood by removing security measures inherent in a federal building, opening the property to the general community, creating more engaging building façades with better lighting and nighttime occupancy, and activating a highly-visible and trafficked corner across from the State Capitol Complex. The proposed development will house new residents that will activate the streets during nights and weekends and support local businesses in the surrounding neighborhood, and will provide space for new businesses.

With respect to historic issues, the Planning Bureau notes that while the property is not located in either a municipal or national historic district; however, the Applicant is currently pursuing individual listing of the building/site on the National Register of Historic Places. While this will not result in the property being subject to the City's historic review process, if approved, it will ensure that the integrity of the building and architecture will be preserved for the future. It may also restrict modifications to the building and site that may be considered in the accommodation of commercial uses on the first floor.

## 2. Zoning: Use and Development Standards

With respect to the current/previous use of the property, the Applicant has stated:
"Previous use was governmental (Federal Courthouse with first floor Post Office), building is current vacant. Proposed use (multifamily dwelling) is permitted by right in DC."
With respect to whether the project meets applicable Zoning Code regulations, the Applicant has stated:
"Yes."
The Planning Bureau notes the property is located in the Downtown Center (DC) zoning district. Per Section 7-305.7 of the Zoning Code, the establishment of a "Multifamily Dwelling" is permitted by right. While the occupancy of the ground floor has not yet been determined, the DC district is fairly permissive regarding allowable uses and it is expected that likely tenants would include "Restaurants," "Retail Stores," or a similar use which would be permitted by right. If any proposed use was not permitted by right, the Applicant would need to secure ZHB approval of the necessary zoning relief before the use could be established. With respect to Development Standards, the DC district is the most permissive in the Zoning Code, and allows $100 \%$ impervious surface coverage and no setbacks, and there are no density regulations or off-street parking requirements; as such, the site will be in conformance with the applicable regulations in Chapter 7-307.

## 3. Zoning: Parking

The Applicant has stated:
"The building currently includes a parking deck (+/-35 spaces) and on-street / parking garage spaces are readily available as the project is in the heart of downtown."

The Planning Bureau notes that the property is located in the Downtown Center (DC) zoning district; per Section 7-327.2 of the Zoning Code, off-street parking is not required for uses in this district. As such, the proposed use is in conformance with this aspect of the Zoning Code. That being said, the site does currently have an underground parking garage; the project proposes that
this space be configured to provide twenty (20) standards parking spaces, eight (8) ADA parking spaces, and two (2) motorcycle/scooter spaces. The Applicant has also proposed the installation of an approximately 400 -square-foot bike storage locker in this location as well. As the Applicant notes, there are also parking garages located in close proximity to the property, specifically one to the north and one to the south, accessed from Locust Street and Walnut Street, respectively. As noted, off-street parking is not required in the DC zoning district, but the Bureau would recommend that the Applicant coordinate with Standard Parking to identify whether residential parking passes could be provided in either garage.

## 4. Vehicular Access/Traffic Impact

The Applicant has stated:
"There is no change to the pedestrian / vehicle access to the property (via doors / garage ramp along Locust, Walnut, and North Court Streets. No HOP is required."

The Planning Bureau notes that there are two current vehicular access points onto the site: the loading dock accessed from Court Street and the entrance to the underground parking area accessed from Locust Street. The underground parking access will remain as part of the project, and it is presumed the loading area will remain as well to serve whatever commercial uses eventually occupy the first floor. As such, there will be no impact to the current vehicular access to the site.

## 5. Pedestrian Access

The Applicant has stated:
"There is no change to the pedestrian / vehicle access to the property (via doors / garage ramp along Locust, Walnut, and North Court Streets. No HOP is required."

Given that the property occupies the entirety of the block, it is currently accessible to pedestrians via existing sidewalks along Walnut Street, Court Street, Locust Street, and North $3^{\text {rd }}$ Street. The Applicant intends on utilizing the existing entrances: there are two each on the Walnut Street and Locust Street sides of the building, with the Locust Street entrances providing ADA access. Future residents will primarily access the upper floors via the entrance on Locust Street closest to North $3^{\text {rd }}$ Street, although they will also be able to access the lobby and elevators via the other entrances, which will provide direct access to future commercial spaces on the first floor. Overall, pedestrian access to the site will not change as a result of the project. The Bureau also notes that there is a bus stop directly adjacent to the property along $3^{\text {rd }}$ Street which features two bus shelters and provides an additional transportation to and from the property for pedestrians.

## 6. Floodplain Issues

The Applicant has stated:
"No"
The property is locating in the Zone X (No Floodplain) area per the most updated FIRM maps dated August 12, 2012.

## 7. Utilities

The Planning Bureau notes that the Applicant has not specifically addressed this consideration; however, it is reasonable to assume that all regular utilities sufficient for the previous "Office" use will likewise be sufficient for the proposed residential units and potential commercial spaces. The project will utilize the existing public sanitary sewer and water connections; the Bureau notes that Capital Region Water (CRW) has yet to provide a formal response to the proposal, but their approval will be required before the Applicant may begin the project. The Bureau notes that the project is likely not subject to new stormwater management regulations or Dauphin County Conservation District regulations, since the existing site is mostly impervious and there will be no earth disturbance as part of the project. It is reasonable to assume the Applicant will ensure that any new or upgraded utilities - heat, electric, gas, telecommunications - will be sufficient for future tenants. Finally, the Bureau notes the Applicant did not reference refuse collection in their application and is not certain whether there were unique refuse storage/collection requirements of the federal courthouse that might be changed moving forward. There was a large dumpster in the loading area and it is unclear whether that will remain for the proposed project. The Applicant should coordinate with the City's Department of Public Works to update the accounting information for the property, and determine the required refuse storage needs and location.

## 8. Landscaping

The Planning Bureau notes that the Applicant has not specifically addressed this consideration; however, the First Floor Plan (Sheet A1.2) in the submitted plan set shows most of the proposed landscaping on-site. As illustrated on that drawing, the footprint of the landscaped areas on the Walnut Street side of the building will not be altered as part of the proposal, although it does appear that the landscaping will change somewhat with the removal of some existing vegetation and the planting of new trees, bushes, and ground cover. On the Locust Street, side of the building, the drawing shows that vegetation will be retained in the planter between the entrances, but also seems to indicate that the planters at the corners may be replaced with an impervious patio area. It should be noted that the project proposes ground-floor commercial uses, and it may be that the Applicant intends on using this area for something like outdoor seating. Because properties in the DC district are permitted to have $100 \%$ impervious surface area, the loss of landscaped area would not cause the property to be out of conformance with the Zoning Code. While a landscaping details are not provided with the plan set, the Bureau recommends that the Applicant utilize native plants and pollinator plants to enhance the sustainability and ecological impact of landscaped areas.

## 9. Lighting

The Planning Bureau notes that the Applicant has not specifically addressed this consideration, although they have indicated an intention to install indirect exterior lighting around the perimeter of the building; this would involve the installation of ribbon lights within the vertical structural elements on all four façades. Otherwise, the Bureau is unsure of what other exterior lighting there may be, although any such installations would need to be in conformance with the

Environmental Performance Standards for Light \& Glare Control outlined in Section 7-331.9 of the Zoning Code. Given that the building elevations front office buildings and parking garages (to the north and south), Walnut Street and the Capitol Complex (to the east), and two apartment buildings (to the west), it is likely that any light spillover onto adjacent properties would have minimal or negligible impact.

## 10. Stormwater Management

The Planning Bureau notes that CRW will provide a formal response to the plan submission with respect to stormwater management. As noted above, the existing property is primarily impervious surface and any proposed alterations to the planting areas are minimal and likely to not impact runoff; as such, it is likely that the project will be in conformance with CRW's stormwater management regulations. The change in the type of use may necessitate reviews to ensure water and sewer service will be sufficient to meet the needs of a residential use.

## 11. Property Address(es)

All the documentation the Applicant has submitted for this project indicates that they will retain the address of 228 Walnut Street for the property.

## 12. Economic Development

The Applicant has not provided any documentation regarding the economic impact of the project, and has stated the following:
"All items in this section to be discussed at PC / Council meetings as necessary."
With respect to MBE/WBE/DBE participation, the Applicant has stated:
"To be addressed at PC / Council meetings as necessary"
Without any sort of narrative or statistical/numerical information being provided by the Applicant, it is difficult for the Planning Bureau to analyze the economic impact of the proposed development. Conversion of the property to a privately-owned building will generate tax revenue for the City, as the property was formerly tax exempt.

## CITY DEPARTMENT COMMENTS:

- City Engineer: Recommending approval with no additional comments
- Capital Region Water: Currently under review
- Fire Bureau: Recommending approval with no additional comments
- Police Bureau: Currently under review
- Codes Bureau: "Full fire alarm system \& sprinkler system"
- Law Bureau: Currently under review


## DAUPHIN COUNTY PLANNING COMMISSION COMMENTS:

The Dauphin County Planning Commission is included as an attachment.

## PLANNING BUREAU RECOMMENDATION:

## Approval with Conditions

Planning Bureau staff recommends the request be Approved with the following condition(s):

1. The Planning Bureau recommends that the Applicant coordinate with the City Arborist regarding landscaping on-site and consider installing native plants and pollinator plants in landscaped areas around the perimeter of the site.
2. The Planning Bureau recommends that the Applicant provide information regarding the economic impacts of the project in advance of a review by City Council, so that the City can better understand the circumstances of the property and consider the potential impacts.
3. The Applicant will coordinate with the Department of Public Works to ensure that the account billing is updated to reflect the proposed change in use, and that the refuse storage and removal are appropriate for the site.

Planning Bureau staff recommends the request be Approved for the following reason(s):

1. The proposed project will adaptively reuse a tax-exempt institutional property and ensure that a large building on a prominent site which might otherwise remain vacant will be reactivated.
2. The Applicant is pursuing individual listing of the property on the National Register of Historic Places, supplementing Harrisburg's significant and older historic resources with a more modern addition to its inventory.
3. The project will introduce new units, bringing in residents to support local businesses and institutions, and will create commercial space to promote new business growth.
4. Given the proximity to CAT routes and parking garages, and the inclusion of a bike storage room on-site, the project is well-situated to promote multimodal transportation by future residents and patrons of businesses on-site.

## REVIEW PROCESS:

1. Planning Bureau review of application and development of case report with recommendation to Harrisburg Planning Commission (HPC).
2. Dauphin County review of application and submittal of comments to Planning Bureau.
3. Harrisburg Planning Commission review of application and recommendation to Harrisburg City Council.
4. Harrisburg City Council review of application and final decision.
5. Submittal of Building Permit application to the Codes Bureau for proposed work.
6. Ongoing Codes Bureau/Health Officer/Planning inspections of work being performed.

## ATTACHMENTS:

1. Site Photos taken by Planning Bureau staff
2. Zoning \& Location Map
3. Preliminary/Final Land Development Plan Application
4. Preliminary/Final Land Development Plan Set
5. Floor/Elevation Plans \& Renderings
6. DCPC review, dated July 19, 2023

STAFF CASE REPORT: 228 Walnut Street, P/F LDP Application
August 2, 2023 HPC Meeting
Page 8
PROPERTY PHOTOS:



## City of Harrisburg

Subdivision and/or Land Development Application
Note: The Planning Bureau must review all applications for completeness; incomplete applications may cause a delay in processing.
Contact Dave Clapsaddle at 717-255-6635 or dwclapsaddle@harrisburgpa.gov to schedule a meeting.

## Project Name or Plan Title <br> FEDERAL COURTHOUSE RENOVATION

| Primary Property Address |
| :--- |
| 228 WALNUT STREET |

Please List All Property Addresses And Tax Parcel ID Numbers Involved In The Project (Use Additional Sheets If Necessary)

SAME AS ABOVE (JUST ONE PARCEL / ADDRESS)
Primary Tax Parcel ID Number
04-011-001
$\qquad$

## Zoning District(s) <br> DOWNTOWN CENTER (DC)

|  | Application Type (check one): |
| :--- | :---: |
| $\square$ Lot Add-On Plan (Lot Consolidation) | $\square$ Sketch Plan |
| $\square$ Preliminary Subdivision | $\square$ Preliminary Land Development |
| $\square$ Final Subdivision | $\square$ Final Land Development |
| $\square$ Combined P/F Subdivision | $\searrow$ Combined P/F Land Development |

$\square$ Combined P/F Subdivision \& LDP
P/F Subdivision/LDP Approval Extension Waiver

## Project Narrative

Please answer each of the following questions/statements. Provide as much information and be as specific as possible. (Use additional sheets if necessary)

1. What is the purpose of this project?

GONVERSION OF THE FORMER FEDERAL COURTHOUSE / OFFICE BUILDING TO MULTIFAMILY RESIDENTIAL DWELLING UNITS (162) WITH POSSIBLE 1ST FLOOR FUTURE COMMERCIAL USE (TBD - +/-13,000SF)
2. Describe the current or previous use of the property. Is the proposed use permitted in the current zoning district?

PREVIOUS USE WAS GOVERNMENTAL (FEDERAL COURTHOUSE WITH FIRST FLOOR POST OFFICE), BUILDING IS CURRENTLY VACANT. PROPOSED USE (MULTIFAMILY DWELLING) IS PERMITTED BY RIGHT IN DC.
3. Describe the impacts of the project on the neighborhood.

BY INTRODUCING 162 RESIDENTIAL UNITS INTO THE HEART OF DOWNTOWN, BOTH THE CITY (VIA TAXES
NOT PREVIOUSLY REALIZED FROM A TAX EXEMPT PROPERTY) AND LOCAL BUSINESSES (VIA SIGNIFICANT ADDITIONAL CUSTOMER TRAFFIC) WILL REALIZE SUBSTANTIAL BENEFIT. AS THIS IS AN EXISTING BUILDING WHICH PREVIOUSLY HOUSED OFFICE WORKERS, NOMINAL (IF ANY) IMPACT TO EXISTING INFRASTRUCTURE
OR THE NEIGHBORHOOD ITSELF IS EXPECTED.
4. How many off-street parking spaces are being proposed for the use? Where are they being provided?

THE BUILDING CURRENTLY INCLUDES A PARKING DECK (+/- 35 SPACES) AND ON-STREET / PARKING GARAGE SPACES ARE READILY AVAILABLE AS THE PROJECT IS IN THE HEART OF DOWNTOWN.
5. Does this project meet all applicable requirements of the zoning code?

YES.
6. How will pedestrians and/or vehicles access the property? Have all proposed curb cuts and right-ofway improvements received approvals from the City Engineer? Have any requisite Highway Occupancy Permits received approvals from PennDOT?

THERE IS NO CHANGE TO THE PEDESTRIAN / VEHICLE ACCESS TO THE PROPERTY (VIA DOORS / GARAGE RAMP ALONG LOCUST, WALNUT, AND NORTH COURT STREETS. NO HOP IS REQUIRED.
7. Is the property located in a Special Flood Hazard Area, i.e. a Zone A (100-Year) or Zone X (500Year) Floodplain? If so, have you received the appropriate approvals from the Floodplain Administrator?

NO.
8. Is the property located in a historic district? If so, will there be any exterior alterations and have you discussed these issues with the Planning Bureau?

YES. EXTERIOR WORK WILL BE LIMITED TO SOME WINDOW REPLACEMENT AND LIGHTHING.
9. Please provide any additional information you feel is pertinent to the application.

## What Waivers Are Being Requested?

Use the attached checklist to determine the waivers you are requesting.

NONE

Applicant
Name Yasser Hellel, Esq

| Company | 1422 Route 179 Florida Realty, LLC |
| :--- | :--- |
| Address | 17 Daffodil Way |
|  |  |
|  |  |

Phone $\qquad$
Email

Main Contact for the Project
Name Vern McKissick
Company McKissick Associates Architects
Address 317 N Front Street
Harrisburg, PA 17101
717-238-6810
Phone
vmckissick@mckissickassociates.com
Site Plan Designer
Name Marc Kurowski
Company Kurowski \& Wilson, LLC
Address 2201 North Front Street, Suite 200
Harrisburg, PA 17110
Phone 717-635-2835
Email mkurowski@kandwengineers.com
Property Owner
Name Same as Applicant
Company $\qquad$
Address $\qquad$
$\qquad$
Phone $\qquad$
Email $\qquad$

Please provide the following information about this project:


## Items to be submitted with this Application (Failure to do so WILL delay the review process)

区 Check made payable to the "City Treasurer" for NAErosion \& Sedimentation Plan and/or NPDES
the correct amount (see the fee schedule)
$\searrow$ Dauphin County Planning Commission application and fee (check made payable to "Dauphin County Planning Commission")
© Twenty-one (23) copies of the plans:
Four (4) sets of $\mathbf{2 4 "} \mathbf{x ~ 3 6 "}$
Eleven (11) sets of $\mathbf{1 1 "} \mathbf{x} \mathbf{1 7}$ " or half size
Eight (8) additional sets of $\mathbf{1 1 "} \times \mathbf{1 7}$ " will be required prior to City Council review (should include City Staff and HPC revisions)
X Completed Checklist (use attached document)
区
Narrative description of the project (Please answer all questions with as much detail as possible.)
N/A Elevation drawings including all visible sides and façade materials

Permit
NALandscaping Plan
N/ALighting Plan
N/AStormwater management plans
N/AParking and circulation plan
N/A Traffic Study (if required by the City Engineer)
$\square$ Electronic copies on a disk of all material - Two copies. One for the City of Harrisburg and one for Dauphin County Planning Commission. (All layers shall be in Microstation and GIS format.)
NAAA D.E.P. Sewer Module or Waiver
If already submitted, please note the submittal date:

## APPLICANT / OWNER CERTIFICATION

I hereby certify that the proposed work is authorized by the owner of record and that I agree to conform to all applicable laws of this jurisdiction. I understand that any falsification could lead to denial or criminal penalties, or revocation of any permit pursuant to this application. I agree that work will not commence prior to final approval.

|  | 7/7/23 |  |  |
| :---: | :---: | :---: | :---: |
| Applicant's Signature | Date | Property Owner's Signature | Date |

# FORMER RONALD REAGAN FEDERAL OFFICE BUILDING 

YASSER HELAL, ESQ.
228 WALNUT ST., HARRISBURG PA, 17101


PROJECT CONTACT INFORMATION:
VERN McKISSICK, AIA McKISSICK MCKISSICK
ASSOCIATES, PC
PIEDMONT LEAF LOFTS 404 EAST 4TH STREET WINSTON-SALEM, NC ${ }^{27101}$ (336)722-6152

317 NORTH FRONT
STREET
HARRISBURG, PA 17101 (717)238-6810


## $\underset{\substack{\text { cimet } \\ \text { Vasser helal. Esa. }}}{ }$

COVER SHEET




















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TYPICAL FLOORS 2-8 HVAC / ELECTRICAL





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Project Description: Conversion of the former Federal Courthouse / Office building to Multifamily residential Dwelling units (162) with possible first floor future commercial use (TBD +/- 13,000 SF)

> - When applicable, streets, sewer, water, storm drainage, and other infrastructure elements to be verified as adequate by municipal staff/engineer. Any improvement guarantees shall be posted prior to final plat approval.
> - Registered PA Land Surveyor is required to certify all lot/tract boundary descriptions.
> - When applicable, zoning compliance to be verified by Municipal Zoning Officer.
> - Appropriate sewage module component should be processed prior to final plat approval.
> - Final plats must be recorded within 90 days of approval.

Review comment with cited ordinance provisions are based on municipal regulations on file with the County Planning Commission.

1. The Dauphin County Planning Commission staff has reviewed this plan at the request of the Harrisburg City Planning Department, as a requirement of State Code. The review is based on the current Subdivision \& Land Development Ordinance, Chapter 7-5. by Pennsylvania Municipal Planning Code definition, the proposed development does qualify as a Subdivision/Land Development and was reviewed against those City requirements. The review recognizes the type of development being proposed but given no other options, the review was performed against the current ordinance. In an effort to reduce the duplication of producing the review comments, the staff has highlighted, on the City's own checklist, the development requirements missing and most pertinent to this review and attached that checklist to this cover page.

In addition to identified items, provided are the following additional comments:
a) The plan indicates the landowner contact being Yasser Heller, Esq; the application form provided to the City indicates the contact being Yasser Hallel, Esq; a recent news article regarding the sale of the property (the Burg Magazine, dated 2-21-2023) indicates Yasser Halal, esq. The proper identification should be determined and properly identified on the plan prior to recording.
b) No provisions for bicycle accommodations are provided. It may be considered such accommodations to be provided under the spirit of Section 7-327.3.e of the Zoning Code.

## City of Harrisburg

 Subdivision and/or Land Development ChecklistPlease use this checklist as a guide for submitting a Subdivision and/or Land Development Plan application. The content of this checklist is drawn from Chapter 7-501 of the Subdivision and Land Development Ordinance and will be used by City and County Planning Staff to evaluate your plans; however, it should not be used as a replacement for, or in lieu of the SALD Code. Applicants are encouraged to refer to the Code when preparing plans.

## DRAFTING STANDARDS

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :---: | :---: | :---: | :---: | :---: | :--- |
| 1 | $\boxed{x}$ | $\square$ | $\square$ | $505.3(\mathrm{~d})$ | Twenty-three (23) total copies of the plans shall be <br> submitted with the application. Four (4) sets shall <br> measure 24" $\mathbf{x ~ 3 6 " ~ ( r e q u i r e d ~ b y ~ D a u p h i n ~ C o u n t y ~}$ <br> Recorder of Deeds), and nineteen (19) sets shall <br> measure 11" by 17" or half sheet size. |
| 2 | $\boxed{X}$ | $\square$ | $\square$ | $505.3(b)$ | Dimensions shall be in feet and decimals; bearings shall <br> be in degrees, minutes and seconds. Lot line <br> descriptions shall read in a clockwise direction. |

All plans should include a cover sheet following the guidelines listed below.

## COVER SHEET



| 14 | $\searrow$ | $\square$ | $\square$ | 505.10(9) <br> (f)(iv) | Notation space to accommodate the Dauphin County <br> Recorder of Deeds information (including Plan Book, <br> Volume and Page) |
| :---: | :---: | :---: | :---: | :--- | :--- |

The preferred layout of the cover sheet is represented in Figure 1 (below):


File number, plan date, date of revisions, and scale bars

Figure 1
BASIC PLAN REQUIREMENTS


$\left.$|  |  |  |  |  | 505.6(1) <br> $505.10(8)(A)$ |
| :--- | :---: | :---: | :---: | :--- | :--- | | Layout of streets, alleys, sidewalks, including cartway |
| :--- |
| and rights-of-way widths. For Final Plans this shall |
| include distances and bearings, with curve segments |
| comprised of radius, tangent, arc, and chord | \right\rvert\,

The following when located within fifty feet of the site:

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :--- | :---: | :---: | :---: | :--- | :--- |
| 39 | $X$ | $\square$ | $\square$ | $505.5(3)(A)$ <br> $505.10(6)(A)$ | Approximate location and name of existing rights-of-way <br> and cartways for streets, access drives, and service <br> streets |
| 40 | $X$ | $\square$ | $\square$ | $505.5(3)(B)$ <br> $505.10(6)(B)$ | Sanitary sewer mains |
| 41 | $X$ | $\square$ | $\square$ | $505.5(3)(B)$ <br> $505.10(6)(B)$ | Water supply mains |
| 42 | $X$ | $\square$ | $\square$ | $505.5(3)(B)$ <br> $505.10(6)(B)$ | Fire hydrants |
| 43 | $X$ | $\square$ | $\square$ | $505.5(3)(D)$ <br> $505.10(6)(C)$ | Storm water management facilities which effect storm <br> water runoff on the site. Include the size, capacity, and <br> condition of existing stormwater management system |

The following when located within the site:

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :--- | :---: | :---: | :---: | :--- | :--- |
| 44 | $X$ | $\square$ | $\square$ | $505.5(4)(A)$ <br> $505.10(7)(A)$ | The location, name, and dimensions of existing rights- <br> of-way and cartways for streets, access drives, <br> driveways, and service streets |
| 45 | $X$ | $\square$ | $\square$ | $505.5(4)(A)$ <br> $505.10(7)(B)$ | Sanitary sewer mains |
| 46 | $\square$ | $\square$ | $\square$ | $505.5(4)(A)$ | Water supply mains |


|  |  |  |  | $505.10(7)(\mathrm{B})$ |  |
| :--- | :---: | :---: | :---: | :--- | :--- |
| 47 | $\times$ | $\square$ | $\square$ | $505.5(4)(\mathrm{A})$ <br> $505.10(7)(\mathrm{B})$ | Fire hydrants |
| 48 | $\boxed{x}$ | $\square$ | $\square$ | $505.5(4)(\mathrm{A})$ <br> $505.10(7)(\mathrm{B})$ | Buildings |
| 49 | $\mathrm{~N} / \mathrm{A}$ | $\square$ | $\square$ | $505.5(4)(\mathrm{D})$ <br> $505.10(7)(\mathrm{B})$ | Stormwater management facilities |
| 50 | K | $\square$ | $\square$ | $505.5(4)(\mathrm{C})$ <br> $505.10(7)(\mathrm{C})$ | The location of existing rights-of-way for electric, gas, <br> and oil transmission lines and railroads |
| 51 | $\mathrm{~N} / \mathrm{A}$ | $\square$ | $\square$ | $505.5(4)(\mathrm{D})$ <br> $505.10(7)(\mathrm{D})$ | The size, capacity, and condition of the existing <br> stormwater management system |

Certificates and Notifications


Natural Features Preservation

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :--- | :--- | :--- | :--- | :--- | :--- |
| 56 | N/A | $\square$ | $\square$ | $507.7(1)(\mathrm{A})$ | Trees with a caliper of six inches (6") or more, measures <br> at a height of 4-1/2 feet above grade, are to be retained, <br> if not within proposed cartway, or sidewalk portion of <br> street right-of-way, or within 15 feet of a proposed <br> building |
| 57 | N/A | $\square$ | $\square$ | $507.7(1)(\mathrm{B})$ | Where existing tres are removed along the street right- <br> of-way, supplemental plantings required |
| 58 | N/A | $\square$ | $\square$ | $507.7(2)(\mathrm{A})$ | Maintenance easement provided along all stream, river <br> banks, and lake edges. Minimum width of easement to <br> be 25 feet |
| 59 | N/A | $\square$ | $\square$ | $507.7(2)(B)$ | Water frontage to be preserved as open space <br> whenever possible |
| 60 | N/A | $\square$ | $\square$ | $507.7(2)(\mathrm{C})$ | Access to be provided to the water and to maintenance <br> easement area. Width of access points to be minimum <br> of 50 feet |
| 61 | N/A | $\square$ | $\square$ | $507.7(3)$ | Existing terrain to be preserved when possible. Cut and <br> fill to be kept to a minimum |

## ADDITIONAL SUBDIVISION AND LAND DEVELOPMENT REQUIREMENTS



Land Development Plans must include drawings of the proposed development showing:


Design of the Utility Plan, which shall include the size, material, and vertical and horizontal locations of sanitary sewer, storm sewer, and water mains:

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :--- | :---: | :---: | :---: | :--- | :--- |
| 73 | N/A | $\square$ | $\square$ | 505.10(8) <br> $($ K)(i) | Include all calculations, assumptions, criteria, and <br> references used in the design of tormwater <br> management facilities, the establishment of existing <br> facilities capacities, and the pere- and post-development <br> discharge |
| 74 | N/A | $\square$ | $\square$ | $505.10(8)$ <br> (K)(ii) | All plans and profiles of the proposed stormwater <br> management facilities |
| 75 | N/A | $\square$ | $\square$ | $505.10(8)$ | For all basins, a plotting or tabulation of the storage |


|  |  |  |  | (K)(iii) | volumes and discharge curves with corresponding water <br> surface elevations, inflow hydrographs, and outflow <br> hydrographs |
| :--- | :--- | :--- | :--- | :--- | :--- |
| 76 | NSA | $\square$ | $\square$ | $505.10(8)$ <br> $(K)(i v)$ | Guidelines for lot grading within the subdivision, <br> identifying the direction of stormwater runoff within each <br> lot, and the areas where runoff will be concentrated <br> (show using topographic data) |
| 77 | N/A | $\square$ | $\square$ | $505.10(8)$ <br> $(K)(v)$ | Soil characteristics report and information on erosion <br> and sediment control from the Dauphin County Soil and <br> Water Conservation District |

## Block Layouts

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :---: | :---: | :---: | :---: | :--- | :--- |
| 78 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $507.4(\mathrm{~b})$ | Blocks shall not exceed 750 feet and must be <br> compatible with the City's existing grid system |
| 79 | $\mathrm{~A} / \mathrm{A}$ | $\square$ | $\square$ | $507.4(\mathrm{c})$ | Residential blocks should be of sufficient depth to <br> accommodate 2 tiers of lots |

## Lot Configurations

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :--- | :---: | :---: | :---: | :--- | :--- |
| 80 | N/A | $\square$ | $\square$ | $507.5(\mathrm{a})(1)$ | Size, depth, width, and orientation of lots shall conform <br> to City zoning requirements |
| 81 | N/A | $\square$ | $\square$ | $507.5(\mathrm{a})(2)$ | Side lot lines should be at right angles to straight street <br> lines or radial to curved street lines, if practical |
| 82 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $507.5(\mathrm{a})(3)$ | Where feasible lot lines should follow municipal <br> boundaries rather than cross them |
| 83 | N/A | $\square$ | $\square$ | $507.5(\mathrm{a})(4)$ | Remnants of land shall be incorporated into existing or <br> proposed lots |
| 84 | N/A | $\square$ | $\square$ | $507.5(\mathrm{~b})(1)$ | All lots shall abut a street, existing or proposed |
| 85 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $507.5(\mathrm{~b})(2)$ | Double or reverse frontage lots shall be avoided |

## Building Design Guidelines

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :---: | :---: | :---: | :---: | :--- | :--- |
| 87 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $507.6(1)$ | Compatibility with existing structures |
| 88 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $507.6(2)$ | Design incorporates architectural details found on <br> adjacent buildings |
| 89 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $507.6(3)$ | Building materials reflect surrounding development |

STREETS, ACCESS STREETS, AND DRIVES - ADDITIONAL REQUIREMENTS

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :--- | :---: | :---: | :---: | :--- | :--- |
| 90 | NA | $\square$ | $\square$ | $505.6(9)$ <br> $505.10(I)$ | Typical cross section of each street proposed or to be <br> improved as part of the application. Cross section shall <br> include entire right-of-way width |
| 91 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $505.6(10)$ | Street centerline profile for each proposed street shown <br> on the plan |
| 92 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $505.6(1)$ <br> $505.7(\mathrm{a})$ | Sketch of future street system, where Preliminary Plan <br> covers only a part of the entire landholdings |
| 93 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $505.10(9)(\mathrm{C})$ | Notice from postmaster that the proposed street names |



## EASEMENT REQUIREMENTS

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance |  |
| :---: | :---: | :---: | :---: | :---: | :--- |
| 115 | $\sqrt{\prime} / A$ | $\square$ | $\square$ | $507.3(\mathrm{a})(1)$ | Standards |
| 116 | $N / A$ | $\square$ | $\square$ | $507.3(\mathrm{a})(2)$ | Whimum width shall be twenty (20) feet |


|  |  |  |  |  | or rear lot lines or along the front lot lines |
| :--- | :---: | :---: | :---: | :---: | :--- |
| 117 | NA | $\square$ | $\square$ | $507.3(\mathrm{~b})$ | If subdivision is traversed by a water course or <br> drainageway, an easement shall be provided conforming <br> with the line of such water course or drainageway |

CONDOMINIUM PROJECT REQUIREMENTS

|  | Provided | Not <br> Provided | Waiver <br> Requested | Ordinance | Standards |
| :---: | :---: | :---: | :---: | :--- | :--- |
| 118 | N/A | $\square$ | $\square$ | $505.8(4)$ | Floor plans for all buildings |
| 119 | NA | $\square$ | $\square$ | $505.8(3)$ | Statement of proposed use for each unit and restrictions <br> on use, if any |
| 120 | NA | $\square$ | $\square$ | $505.8(2)$ | Description of common elements, with allocation of the <br> proportionate undivided interest expressed as a <br> percentage assigned to each unit |
| 121 | NA | $\square$ | $\square$ | $505.8(1)$ | Statement of intent to submit the property to the <br> provisions of the Unit Property Act, Act 117 of 1963, as <br> amended (Preliminary Plan) |
| 122 | $\mathbb{N} / \mathrm{A}$ | $\square$ | $\square$ | $505.10(10)$ | Declaration, Declaration Plan and Code of Regulations <br> required by the Unit Property Act, Act 117 of 1963 as <br> amended (Final Plan - may be provided on a separate <br> sheet) |

* note: Copy of details provided by city of Haunbory
planning office on $7 / 1912023$


## MEMORANDUM

TO: Geoffrey Knight, Planning Deputy Director

Bureau of Planning
FROM: Wesley Heisley, PE, Senior Project Manager
Temporary City Engineer
DATE: July 20, 2023
RE: Mckissick Associates Architects, 228 Walnut Street
Preliminary / Final Subdivision and Land Development Plan
DEI Project No.: 2100390.00 - Task 004.021

## BACKGROUND

At the request of Geoffrey Knight, Planning Deputy Director, for the Bureau of Planning, Dawood reviewed the documents provided by Mckissick Associates Architects in support of the above referenced plan submission. Dawood assumes that CRW will be addressing PCSM, E\&SPC, Sanitary Sewer, \& Potable Water, the City Planner will be addressing Flood Plain Management \& Zoning Standard/Requirements and City Building Codes Administrator will be addressing building design.

The following information was included with the request:
a) An 2-sheet plan set entitled Preliminary/Final subdivision and land development plan Federal Courthouse Renovations for McKissick Associates Architects dated 7/7/2023;
b) The City of Harrisburg Subdivision and/or Land Development Application dated 7/7/2023.

## COMMENTS

Regarding Lot Consolidation and Preliminary / Final Land Development Plan, we offer the following comments:

## Waivers

The applicant is not requesting any waivers.

## Subdivision/Land Development Plan comments

1. [§7-505.4.H]- Update the total lot coverage for the existing conditions
2. [§7-505.4.J]-A clear location map with at least two intersections should be provided.
3. [§7-505.4.K]- Provide the address of the property as assigned by the City's Registrar of Real Estate
4. [§7-505.6.E]- Provide number of parking spaces on existing condition zoning data table and update the total lot coverage
5. [§7-505.10.H.5]- Total number of proposed units of occupancy.
6. [§7-505.10.H.18]- In the zoning data section on the coversheet provide the previous/existing use of the parcel.
7. [§ 7-511.3.F] - ADA ramps will be required at all intersections and at the approaches to each entrances.

## General comments

8. Sections of sidewalk are cracked and some potholes are present near loading dock.

## Exclusions:

To prevent the duplication of effort and to improve plan review accuracy, Dawood assumed the following:

- Ordinances regarding the building design would be reviewed by the City Building Codes Administrator.
- Ordinances regarding access and use of Potable water, stormwater management, sanitary sewers, and erosion and sediment controls would be review by Capital Region Water.
- Zoning Ordinance requirements for lot usage and changes of lot usage would be reviewed by the City's zoning authority.

Please do not hesitate to contact me or Alex Issis at alex.issis@dawood.net with any questions.

