

City of Jeannette
Planning Commission Meeting
July 14, 2021



Agenda

1. Call to Order
2. Roll Call Bill Alec Don Joe Laura Judy Anthony
3. Review and Approval of Last Meeting Minutes June 9, 2021
4. Old Business
 - a. A path forward with the bringing the Pa Downtown Center's Main Street Program to the city. Is anyone interested in going to the meetings on restarting Jeannette Initiative?
Discuss the Forward Cities Meeting
 - b. Discuss The 400 Clay Ave. progress with Marcy Stein.
 - c. Update on the amphitheater opening July 4 2021.
 - d. Joe Carle made a proposal to submit to council a recommendation for grant applications for sidewalks and curbing. Areas would include Harrison Ave, Elliott Company to Oakford Park, Cuyler to 2nd Street and Lowry Ave. Alec Italiano will contact Ed Antonacci for grant information.
 - e. Update on the City of Jeannette website upgrade. All departments would benefit from this update to the city's website
 - f. Discuss The 400 Clay Ave. proposal. A request was sent to Nathan Bish to schedule time for Mr. Bill Callahan to present to the Mayor and City Council the Process, benefits and issues making the City downtown area a National Historic District. See attachments 1,2, and 3
 - g. Zoning ordinance updates and other issues requiring the City of Jeannette solicitor. Attachment 1 is the Irwin Zoning Definitions. We can discuss these. Homework is to review these and make additions to the Jeannette ordinance. See Attachment 4
 - h. Addendum to the PC By-laws: Need to rewrite based on the feedback from Solicitor Witt
5. New Business
6. Public Comment:
7. Adjournment:

Notes

**COLUMBIA BOROUGH
REQUEST FOR PROPOSALS**

Pennsylvania Historic Resource Survey

Invitation to Submit Proposals: Qualified consultants are invited to submit a proposal for completion of a Pennsylvania Historic Resource Survey Form for a proposed historic district within the Borough of Columbia, Lancaster County, PA.

Project Overview

Columbia Borough is located in the far west-central portion of Lancaster County, Pennsylvania. Columbia borders the east bank of the Susquehanna River. It is approximately 28 miles southeast of Harrisburg and approximately 10 miles west of the City of Lancaster, which serves as the County seat of government.

The Borough is seeking proposals for the completion of a Pennsylvania Historic Resource Survey Form (HRSF) for a proposed historic district requiring certification by the State Historic Preservation Office (SHPO) – the Pennsylvania Historical and Museum Commission (PHMC). The HRSF will cover approximately 500 parcels that primarily contain residential buildings, most in the form of rowhouses that date from the mid-nineteenth century to the early decades of the twentieth century. The project area also includes three sites: a passive municipal park, a historic cemetery and a riverside park. The scattered survey areas are located around the north, south, east and west boundaries of Columbia’s existing National Register Historic District, which was listed in 1983, and an overlay locally controlled historic district that was established by Borough ordinance in 2002, at which time a Historical Architectural Review Board was seated.

Project Work Items and Timelines:

The project consultant will complete a HRSF with information on structures and sites located within the Borough’s limits as shown on the attached map (**Exhibit 1**). The project does not involve evaluation of the proposed district for National Register eligibility or listing.

The work must comply with the *PHMC Policy for Determining Historical Significance of Local Historic Districts and Boundary Justification Pursuant to the Pennsylvania Historic District Act (Act 167)*, as well as *the Secretary of the Interior’s Standards for Archaeology and Historic Preservation*, which includes the *Standards for Evaluation, Identification and Registration*.

Columbia’s listed National Register Historic District, in addition to the proposed new historic district expansion area, were included in a Historic Resources Inventory (HRI) completed in 2013-2014 as part of a project undertaken by the Lancaster County Planning Commission (LCPC) that established an online database and mapping, which can be accessed through LCPC’s website:

- Database:
<https://it.co.lancaster.pa.us/hri/>
- Mapping:
<http://lancastercountypa.maps.arcgis.com/apps/webappviewer/index.html?id=0353ebab36a64671ac9a1a33d1330c8b>

The HRI data can be incorporated into the HRSF project. A new or updated comprehensive historic resources inventory of the HRSF area is not required as part of this project.

The project shall consist of:

- Initial meeting and site visit with Borough staff
- Consultation with SHPO staff on survey methodology, use of relevant forms or portable applications and general expectations
- Submission of a completed HRSF, using the most current version of the SHPO form, to include:
 - Complete physical description and significance narrative, per SHPO guidelines
 - Color photography per SHPO requirements, including labeling, photo list and photo key
 - GIS map of expanded district (to be provided by the Borough)
 - USGS map
 - Identification of previous inventories or surveys of the project area

Project Schedule

Proposals must be submitted by close of business on **September 16, 2019**.

Proposals will be reviewed, and a selection is anticipated by mid-October 2019.

The project consultant must submit an initial draft HRSF to Borough staff for review by **November 29, 2019**. The project consultant must produce a revised draft that incorporates Borough comments and edits by **December 14, 2019**. The completed HRSF must be sufficiently completed and technically proficient for submission to the SHPO in **mid-January 2020** for staff review, with a final presentation at the **March 2020** meeting of the Pennsylvania Historical and Museum Commission.

Proposal Requirements

Proposals must include the following information:

- A technical work plan and timeline for completing the project. Any deviation(s) from the proposed project schedule should be clearly indicated.
- A detailed explanation of the applicant's approach to this survey: methodology, demonstrated understanding of the scope of work and completion deadlines, and the applicant's expectations of assistance and services from the Borough.

- Professional qualifications of team members, including resumes for key personnel who would perform the work. (If the applicant intends to sub-contract any of the required work items, the sub-contractor must be identified.)
- Examples of similar completed projects (including the project name, location, nature of work and date completed).
- A client reference list with names, addresses, telephone numbers and e-mail addresses, especially for clients for whom the applicant has performed similar services within the past five (5) years. Three to five client references are requested.
- Cost proposal.
- Any other information deemed relevant to the proposal.

Selection Criteria

The successful proposal will be selected based on the general quality and responsiveness of the submission, documented past performance completing similar work, and the relevant qualifications and knowledge of key personnel. Preference will be given to applicants who meet professional requirements according to *the Secretary of the Interior's Professional Qualification Standards* (36 CFR Part 61) and have demonstrated experience conducting architectural surveys and describing historic resources, and thorough knowledge of survey procedures and methodologies in accordance with PHMC standards and requirements.

Please submit proposals by the close of business on **September 16, 2019**. Proposals will be reviewed, and a selection is anticipated by mid-October 2019.

The Borough is looking to secure outside funding for the project and that effort may delay the project timeline.


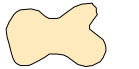


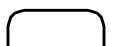
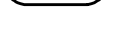

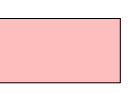

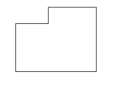

The Borough reserves the right to reject any bid and will award the contract only to a responsible Bidder who has the ability and resources available to perform successfully under the terms and conditions of the proposed contract.

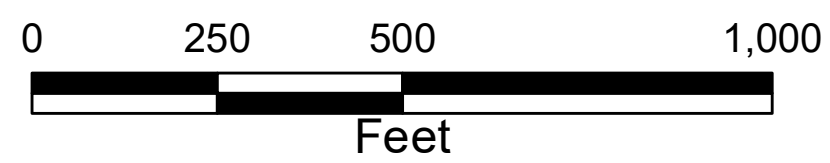
Please direct questions to:

Rebecca Secrist Denlinger, Borough Manager
 Columbia Borough
 308 Locust Street
 Columbia, PA 17512-1121
 Phone: 717-684-2467
 Email: RDenlinger@columbiapa.net

Columbia Borough Historic Districts. Existing, Expanded, And Additional Regulated Properties August, 2019

Map Features

-  Streams
-  Islands
-  Ponds and Rivers
-  Parcel Boundaries
-  Roads
-  Railroads
-  Historic District
-  Additional Regulated Properties
-  Revised / Expanded Historic Boundaries
-  Columbia Borough
-  Surrounding Municipalities



NOTICE:

This drawing was prepared for the use of the Lancaster County IT/GIS and is intended to be used for reference and illustrative purposes only. This drawing is not a legally recorded plan, survey, official tax map or engineering schematic and it is not intended to be used as such. This drawing is a compilation of records, information and data developed and maintained in various Lancaster County offices; map layers were created from different sources at different scales, and the actual or relative geographic position of any feature is only as accurate as the source information. If you have questions about any of the data shown on this map, direct them to the Lancaster County GIS at (717) 391-7550.

LANDBASE SOURCE:

Planimetric and topographic data compiled photogrammetrically to National Map Accuracy Standards for 1" = 200' scale mapping using digital stereoplotters, from aerial photography dated 1998 and 2002, controlled analytically from ground points captured using first-order global positioning system equipment. Topographic contours and elevations were derived using a digital terrain model from feature elevations based on the North American Vertical Datum of 1988. Planimetric coordinates were based on the Pennsylvania State Plane Coordinate System South Zone and North American Datum 1983. Aerial photography base is black and white in Spring 2002 and true color in Spring 2005, Spring 2008, Spring 2012 and Spring 2016.

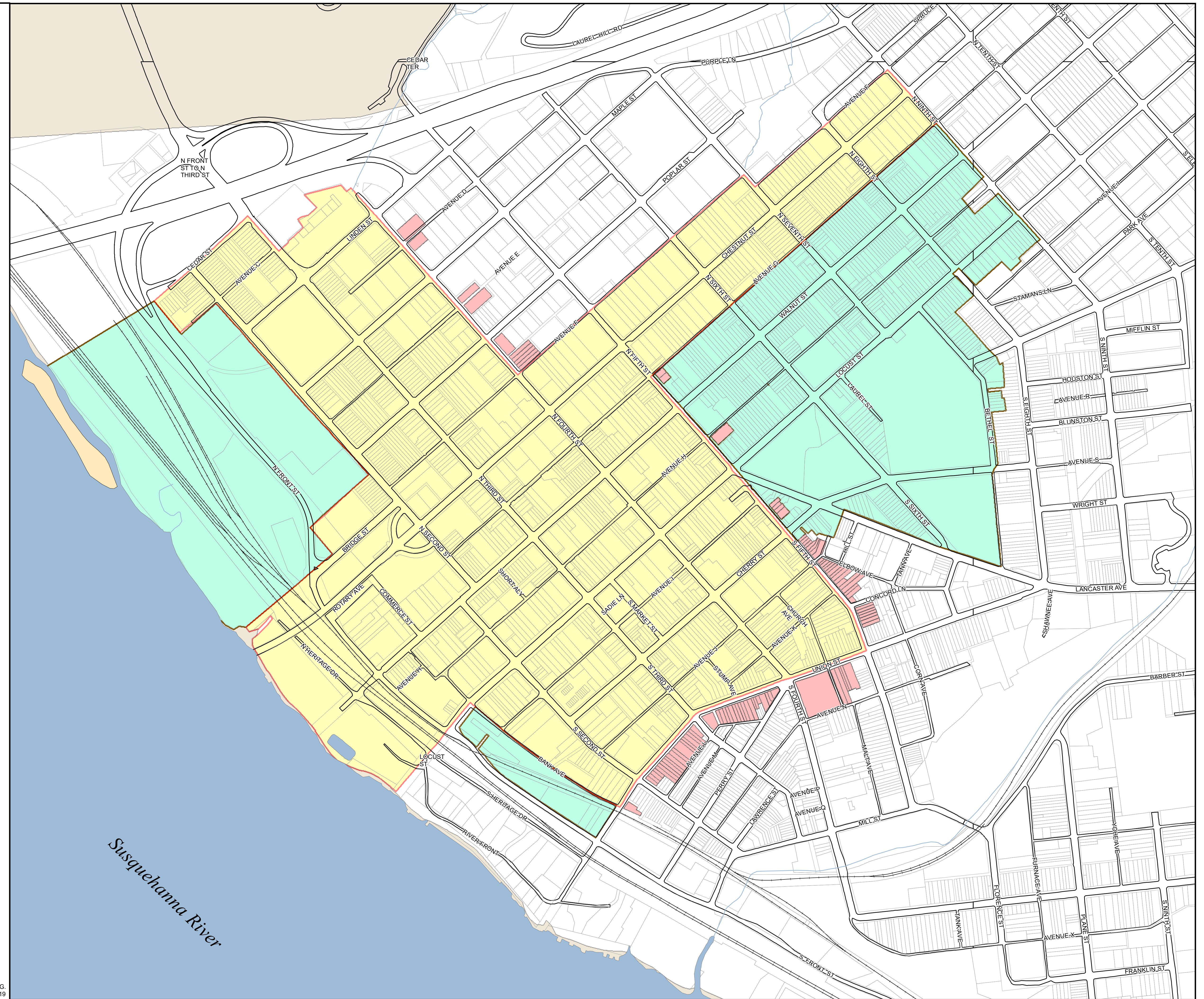
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A. Historic Resource Survey Forms

For each of the four survey areas, a PASHPO Historic Resource Survey Form (HRSF) will be prepared in accordance with *How to Complete the Historic Resource Survey Form* (November 2014) http://www.phmc.pa.gov/Preservation/About/Documents/How_to_Complete_PA_HRSF.pdf and the guidance provided herein.

1. Physical Description

The physical description will summarize the current general appearance of the community including street patterns, density, parks/open spaces, and condition and types of buildings (commercial, residential, industrial, etc.). Common building types and notable buildings or other resources will be identified.

The physical description will characterize how the community has physically changed or not, up to the present day. Those changes may include changes in population, density, new construction, and typical changes to buildings such as enclosing front porches, application of siding or removal or replacement of windows and architectural details and how those changes have affected the historic character of the neighborhood. A discussion of the number of vacant parcels and modern construction, and whether those parcels are clustered in certain areas or scattered throughout the neighborhood will be provided. The physical description shall be correlated to the developmental history.

2. Historical Narrative

The historical narrative will present the developmental history of the neighborhood. It will also include a detailed discussion of National Register criteria for significance and aspects of integrity relevant to that history. The narrative shall specify the survey area's ability or lack thereof to convey historic significance as defined by National Register criteria.

If the survey area appears to meet one or more of the National Register criteria for significance and retains integrity as defined by the National Register, a statement of significance will be prepared. The significance statement will address important local industries, immigration patterns, or other important trends or events as described in the developmental history. The statement of significance will identify relevant National Register Criteria for historic significance.

If the survey area retains integrity and significance, a proposed boundary and period of significance will be provided.

3. Photographic Documentation

Color photographs of streetscapes that show the character of the survey area and notable individual resources will be provided. Digital images will be printed as 4 x 6 color images on 8.5 x 11 paper (usually two per page) with a caption under each photo. Each photograph will be numbered and its location will be shown on an aerial or street map. The number of views needed will vary according to the complexity of the survey area. Photographs that illustrate material integrity will be included. Digital photographs must be at least 300 dpi and saved in 8-bit or larger color format as JPEGs or TFFs.

4. Mapping

In addition to the site plan with photograph locations, a USGS map showing the boundary of the survey area is required, as well as a color-coded tax parcel map showing notable buildings, vacant lots, and any modern infill.

A comparison of Sanborn and other historic mapping to existing conditions will be incorporated as a deliverable to show how the community has changed and ways it has remained the same.

B. Abbreviated Historic Resource Survey Forms

For those resources identified as potentially individually eligible for the National Register, Abbreviated Historic Resource Survey Forms, available at http://www.phmc.pa.gov/Preservation/About/Documents/HRSF_Abbreviated_Fillable_Form.pdf

will be completed in accordance with relevant guidance, available at <http://www.phmc.pa.gov/Preservation/About/Documents/HRSF-Abbreviated-Form-Guidance.pdf>

The consultant should assume preparation of a maximum of 50 Abbreviated HRSFs.

C. Deliverables

The following deliverables are anticipated:

- One kick off meeting with, the City, Preservation Erie, community groups as warranted and SHPO staff to review the scope of work, project schedule, and address any questions
- Monthly phone or in-person conferences with City (and?) and SHPO staff to review project status
- Draft and final Historic Resource Survey Form for each of the four survey areas and Abbreviated Historic Resource Survey Forms for any resources identified as individually eligible including mapping and photography
- Three hard and one electronic copy (pdf on archival CD) of the final HRSFs

SCOPE OF WORK FOR HISTORIC DISTRICT UPDATE AND REEVALUATION OF NATIONAL REGISTER AND ELIGIBLE HISTORIC DISTRICTS FOR COMPLIANCE MITIGATION

Within one year of the execution of this MOA, the <responsible entity> shall reevaluate the National Register eligibility of the <insert name(s)> Historic District. This district was determined eligible for listing in the National Register (NR) in <insert year>. Since time has passed and numerous changes have occurred, this update and reevaluation will clarify the significance of the district and assess if the district retains sufficient integrity to be considered eligible for listing in the National Register.

The following tasks will be completed prior to the start of the update and reevaluation effort:

- I. The SHPO will provide an electronic copy of the documentation of the district available in their files. The NR boundary GIS shape file for the district will also be provided.
- II. The <responsible entity> will collect tax parcel maps and color code those parcels within the boundary of the district. The color coding will differentiate historic construction, vacant lots, and construction which has occurred post-1965. The purpose of this mapping will be to help determine whether the districts retain historic cohesiveness. The <responsible entity> will share the mapping with SHPO staff for discussion.

In consultation with the SHPO, the <responsible entity> shall utilize staff meeting the *Secretary of the Interior's Professional Qualification Standards* set forth in 36 CFR Part 61 to complete the following tasks:

- I. Background Research
 - a. Review relevant documentation in local repositories including local histories, historic mapping, and newspaper clippings file. Review and collect Sanborn Fire Insurance Maps for the district. The purpose of this effort will be to clarify and collate previous documentation for the district and to identify any additional information that may inform significance and integrity of the district per National Register evaluation criteria, including how the districts has changed over time, especially in the past 20-30 years.
- II. Historical Narrative
 - a. Prepare a developmental history of <insert name of municipality> from settlement to the late twentieth century (c. 1990). This narrative will describe how the district has evolved in relation to economic cycles and how this evolution is reflected in the district's current condition.
 - b. Applying National Register criteria for evaluation, prepare a statement of significance for the district using all documentation collected including the tax parcel mapping compiled by the <responsible entity> and the results of the background research effort.

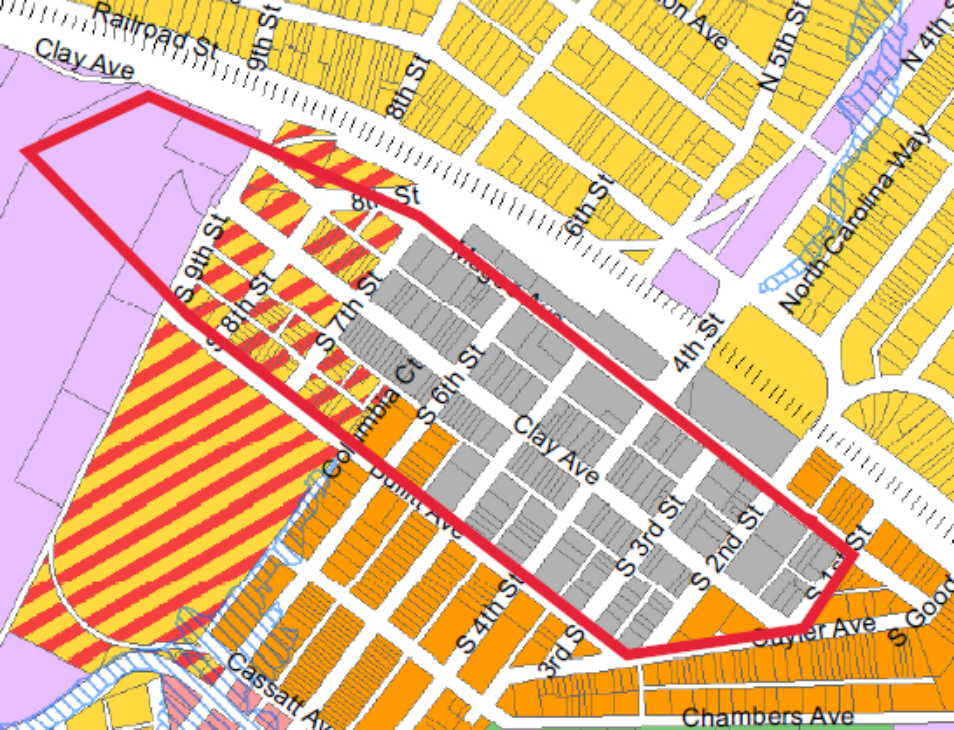
III. Field Work

- a. Undertake a site visit to determine if the district retains sufficient integrity to convey significance using National Register criteria for evaluation. Previously collected tax parcel mapping, Sanborn Fire Insurance maps, and developmental histories shall be compared to current conditions to assess the district's integrity pursuant to National Register evaluation criteria.

- b. Photographic documentation of representative streetscapes and significant public (government and institutional) buildings throughout the historic district keyed to a map per SHPO guidelines will be prepared. The purpose of this documentation will be to adequately convey existing conditions in order to evaluate National Register significance and integrity.

IV. Deliverables

- a. Statement of significance (previous statement of significance with updates)
- b. Developmental history, with a focus on integrity per National Register criteria
- c. Color coded tax parcel mapping showing historic construction, post-1965 construction and vacant lots
- d. Comparison of Sanborn mapping and existing conditions
- e. Narrative statement regarding retention of integrity within the district and ability or lack thereof to convey historic significance as defined by National Register Criteria



Definition		Yes	No	Changes
Structure, Accessory	A subordinate structure detached from but located on the same lot as a principal structure. The use of an accessory structure must be accessory to the use of the principal structure or building			
ACCESSORY BUILDING OR STRUCTURE	A subordinate structure detached from but located on the same lot as a principal structure use of an accessory structure must be accessory to the use of the principal structure			
Use, Accessory	A land use that is: A. Customary and incidental to the principal use located on the same lot; B. Subordinate in area, extent and purpose to the principal use; C. Contributes to the comfort, convenience, or necessity of the principal use; and, D. Located on the same lot and in the same zoning district as the principal use			
ACCESSORY USE	A use, whether of land or of a structure, which is a subordinate use The use must be an accessory use to the principal use of the structure			
ADULT DAY-CARE FACILITY	A facility that provides supervised care and assistance primarily to persons who are over age 60, mentally and/or physically disabled, and who require such daily assistance because of their limited physical and mental capacities. This use may involve occasional overnight stays but shall not primarily be a residential use . The facility shall comply with all state and federal regulations and must meet all inspection and licensing requirements of the Pennsylvania Department of Aging			
ADULT LIVE THEATER	Any commercial establishment which features on a regular basis live shows for public viewing, in which all or some of the performers are displaying nudity or engaging in sexual conduct, as defined herein			
ADULT NIGHTCLUB	Any establishment which serves food and/or beverages, including private clubs, whether or not the consumption of alcoholic beverages is allowed on the premises; which offers entertainment, either live or recorded, which exhibits nudity or sexual conduct, as defined herein; or which provides service by waitpersons who exhibit nudity or sexual conduct, as defined herein			
AGRICULTURE	The cultivation, tilling or use of land for the purpose of producing crops therefrom, or of horticulture, animal husbandry, and all uses permissible under the common definition of "farm".			
ALTERATION	Any rearrangement, reconstruction, conversion, division or exterior enlargement of any structure.			

ANIMAL CLINIC/VETERINARIAN OFFICE	An establishment or business maintained and operated by a veterinarian or veterinarians for the examination, prophylaxis, surgery, diagnosis and treatment of diseases or injuries of animals, including indoor or outdoor boarding of animals, provided that said veterinarian or veterinarians are duly licensed under the laws of the State of Pennsylvania. § 260-9 IRWIN CODE § 260-9			
ANIMAL GROOMING SERVICE	Any place or establishment whose primary service offered is to be a place where house pets are bathed, clipped or combed for the purpose of enhancing their aesthetic value and/or health, and for which a fee is charged. House pets shall not include those animals or reptiles prohibited by any other Borough ordinance.			
ANIMAL SALES AND GROOMING	Retail sales of domestic and/or exotic animals; bathing and trimming services, conducted entirely within an enclosed building with no outdoor use.			
ANIMAL, LARGE	Animals, including but not limited to horses, donkeys, burros, llamas, bovines, goats, sheep, bison, camels and other animals or livestock of similar size and type, except inherently dangerous mammals and inherently dangerous reptiles. Horses, mules, donkeys, burros, llamas, bison and camels under one year in age, bovines under 10 months in age, and goats, sheep and swine under three months in age shall not be included when calculating the density of large animals.			
ANIMAL, SMALL	Animals or fowl other than a household pet, large animal, inherently dangerous mammals or inherently dangerous reptiles, including but not limited to chickens, guinea hens, geese, ducks, turkeys, pigeons, emu, ostriches (struthious), kangaroos, rabbits, mink, chinchilla, nutria, gnawing animals in general, and other animals or fowl of similar size and type. Small animals or fowl under three months in age shall not be included when computing intensity of small animals or fowl. Young or miniature large animals are not included in this definition and are considered large animals.			
Communications Antenna	Any device used for the transmission or reception of radio, television, wireless telephone, pager, commercial mobile radio service or any other wireless communications signals, including without limitation omni directional or whip antennas and directional or panel antennas, owned or operated by any person or entity licensed by the Federal Communications Commission (FCC) to operate such device This definition shall not include private residence mounted satellite dishes or television antennas			

ANTENNA	Any system of wires, rods, discs, panels, flat panels, dishes, whips, or other similar devices used for the transmission or reception of wireless signals. An antenna may include an omnidirectional antenna (rod), directional antenna (panel), parabolic antenna (disc) or any other wireless antenna. An antenna shall not include tower-based wireless communications facilities as defined below.[Amended 3-8-2017 by Ord.No. 949]			
APARTMENT	See dwelling, multifamily			
APPEARANCE	A form prepared by the Board asking the person's name and address, whom he is representing, and whether or not he desires a copy of any final decision in the case at hand, so that the Board may determine a person's interest in the matter at hand and also have an official record of to whom a copy of any final decision must be sent.			
APPLIANCE REPAIR ESTABLISHMENT	An establishment involved primarily in the repair and maintenance of large and small household appliances.			
APPLIANCE, FURNITURE AND FURNISHINGS SALES AND SERVICE	Stores engaged primarily in selling the following products and related services, including incidental repair services: draperies, floor coverings, furniture, glass and chinaware, home appliances, home furnishings, home sound systems, interior decorating materials and services, large musical instruments, including but not limited to pianos, cellos and harps, movable spas and hot tubs, office furniture, other household electrical and gas appliances, outdoor furniture, refrigerators, etc.			
APPLICANT	A landowner or developer, as hereinafter defined, who has filed an application for development, including his heirs, successors and assigns.			
ASSISTED CARE NURSING FACILITY	A residential care facility that provides twenty-four-hour nonmedical care for more than six persons 18 years of age or older, or emancipated minors, with chronic life-threatening illness, in need of personal services, protection, supervision, assistance, guidance or training essential for sustaining the activities of daily living or for the protection of the individual. This classification includes group homes, residential care facilities for the elderly, adult residential facilities, and other facilities licensed by the State of Pennsylvania.			
AUTO PARTS STORE	Stores that sell new or refurbished automobile parts, tires and accessories. May also include minor parts installation. Does not include tire recapping establishments or businesses dealing exclusively in used parts.			

AUTOMOBILE GAS STATION	A building or structure used for the retail sale of fuel and lubricants for motor vehicles. A gas station shall not include vehicle repair, oil change or lubrication, automobile laundry, or any other service to motor vehicles, nor shall it include a bulk fuel distribution facility.			
AUTOMOBILE REPAIR, MAJOR	Any activity involving the general repair, rebuilding or reconditioning of engines, motor vehicles or trailers; collision servicing, including body, frame or fender straightening or repair; overall painting or paint shop; vehicle rust-proofing and similar activities.			
AUTOMOBILE SERVICE STATION	A structure or structures and space combined and used solely for servicing motor vehicles with the usual operating commodities, such as gasoline, oil, batteries, tires and other minor accessories, or services, such as hand washing, waxing and lubricating, and in connection with which there is no major repair or refinishing of motor vehicles, except that the repair of tires, lights, changing of batteries, or minor automobile repairs and adjustments shall be permitted.			
AUTOMOBILE WASH ESTABLISHMENT	A building, or portions thereof, the purpose of which is to manually or automatically wash vehicles.			
BAKERY, RETAIL	An establishment primarily engaged in the retail sale of baked products for consumption off site. The products may be prepared either on or off site.			
BANK, SAVINGS AND LOAN; FINANCIAL INSTITUTIONS	Financial institutions, including banks and trust companies, credit agencies, holding (but not primarily operating) companies, lending and thrift institutions, other investment companies, securities/commodity contract brokers and dealers, security and commodity exchanges, vehicle finance (equity) leasing agencies.			
BANQUET FACILITIES	A location serving food to persons attending private parties that does not include restaurant services to the general public.			
Bar/Lounge	Premises used primarily for sale or dispensing of alcoholic beverages by the drink for on-site consumption, and where food may be available for consumption on the premises as accessory to the principal use			

BARS AND NIGHTCLUBS	Any bar, cocktail lounge, discotheque, or similar establishment, which may also provide live entertainment (music and/or dancing, comedy, etc.) in conjunction with alcoholic beverage sales. These facilities do not include bars that are part of a larger restaurant. Includes bars, taverns, pubs and similar establishments where any food service is subordinate to the sale of alcoholic beverages. May also include the brewing of beer as part of a brewpub or microbrewery.			
Bed & Breakfast	A dwelling in which, for compensation, lodging containing not more than six guest rooms and for no extra charge, breakfast is provided to the guests. This use does not include rooming or boarding houses			
BED-AND-BREAKFAST ESTABLISHMENT	A use which is subordinate to the main use of the dwelling unit as a single-family residence, which offers sleeping accommodations to transient tenants in 10 or fewer rooms for rent, at the innkeeper's residence in which the innkeeper resides while renting the rooms to transient tenants and serves breakfast at no extra cost to its transient tenants.			
BEEKEEPING	A private or commercial activity where hives are kept on a lot or parcel.			