

STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
January 25, 2006 - 7:00 P.M.

Members Present: Mary Dresser Lee Potts Larry Shurr May Gaynor
Tony D'Alessandro

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 7:00 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of October 26, 2005** - Tony D'Alessandro made a motion, seconded by Larry Shurr and passed unanimously to approve the minutes of October 26, 2005 as printed.
4. **Review of Strasburg Commons, Charter Homes** – No plans were available for review. The Tree Committee hopes to review preliminary plans at the next scheduled meeting, February 22nd. Members, Tony D'Alessandro, Larry Shurr and May Gaynor are stopping at the Strasburg Commons and looking at the existing trees on the property. They plan to map and mark all existing trees with an 18" caliper and to identify them by species.
5. **Update on Trees at Bank of Lancaster County** - Dale Kaufman was unable to attend the meeting, but the Committee looks forward to seeing the pictures of the Hawthorne Trees or Service Berry Trees which have many different varieties, digitally added to the Bank's Property.
6. **Review of Deckman/Trails at Strasburg Phase II, Preliminary Subdivision Plan** - Tree Committee members are concerned about the demolition done on site at the eastern end of Susan Avenue. Members of the committee will do an informal inventory of the area to survey all trees 18" in caliper located on the plan and to identify them by species. The committee asks that the developer does the same. Also, the committee is asking that no more trees are removed until the plan is approved by the Planning Commission. Demolition is a part of the plan and the plan has not been approved. They suggest a tree buffer between the adjoining low density and this new higher density subdivision as a means of lessening the visual impact.
7. **Review of Trails at Strasburg, Lot 7, Final Subdivision Plan** - The members understand Trails is asking for a new alignment for the waterline and a new easement. The new alignment as proposed on this preliminary plan will necessitate the removal of the following trees: one 24" Pecan, one 28" Pecan, and one 30" Pecan. The original approved alignment appears to have been laid out to avoid having to remove these same trees. The Tree Committee members would like to recommend that the Planning Commission look back at their own minutes to determine the circumstances and the conditions stipulated when the original waterline and easement were approved. After review, the Tree Committee recommends that approval not be granted for the realignment easement. The granting of the revised easement will unnecessarily destroy significant

trees and flora (6 boxwood that are greater than 5' tall) which would have been preserved under the original recorded easement and related approvals.

8. **Review of Strasburg Business Place, S. E. Smoker** - Plans will be reviewed at the February 22nd meeting when plans become available.

9. Citizens' Comments - None

10. **Adjournment** - The meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
February 22, 2006 - 7:00 P.M.

Members Present: Mary Dresser Lee Potts Larry Shurr May Gaynor
Dale Kaufman

Others Present: Diana Hallman Frank Gerhardt

1. **Call to Order** - The meeting was called to order at 7:00 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of January 25, 2006** - Larry Shurr made a motion, seconded by Mary Dresser and passed unanimously to approve the minutes of January 25, 2006 as corrected.
4. **Strasburg Commons, Charter Homes - Frank Gerhardt, Land Development Manager - Presentation of Preliminary Plan** - Frank Gerhardt reviewed the planting and grading plans with the committee. He mentioned that the planting plans are not finalized as of yet. He explained how Charter is using suggestions from various Borough committees to incorporate trees that will not only enhance their property, but block car lights from adjoining properties and he will keep in mind that the trees will be located in walking areas. Frank Gerhardt has talked with adjoining property owners to get their feel for the types of trees adjoining prefer and for their preference of a denser planting or a more open look. He will incorporate adjoining's wishes to create a golf course look rather than a straight line of trees/plant materials. Charter is going to construct terraced boulder retaining walls along the southern Commons boundary line adjoining East Main Street properties. The walls may be constructed using boulders from the Common's building site as borings indicate lots of rock. He explained that the 17' green space/landscape strip starts at the curb with a 2' planting space, then a 2'-3' high boulder wall followed by a 2'-4' planting terrace, another 2'-3' high boulder wall and ending with a 2'-4' planting terrace at the boundary. The landscape strip has been widened to 17', rather than the originally proposed 15' wide strip in order to accommodate space within which to construct the required set of boulder walls. The committee was concerned with limited planting space within the proposed 4' terraces. Tree selection within this limited space is a concern of the committee. Mr. Gerhardt said that Charter's landscaper, Erb Brothers, is very tree knowledgeable and will advise Charter on which trees to place in these tight plant areas. (The committee will review finalized planting plans in the future) Frank Gerhardt said all utilities would be buried in the streets. The committee had been concerned with conflicts between utility placement and landscape strips. Along the western property line, the Plans show a swale in the center of the landscape strip. When comparing the grading plan to the landscape plan, it was noted that trees are proposed to be located in the center of the swale. It was noted that planting trees in a swale is not standard practice nor would it be allowed in a swale easement. Frank Gerhardt will check on the grading and if planting is really proposed in the swale. The Netherlands has asked Charter for a denser planting of trees/shrubs along their adjoining property line. The request was made in an effort to coordinate Netherlands desire screen plantings to provide a back drop for weddings taking place on their grounds and as screening to buffer the view into the Commons during construction. Due to proposed density, some screen plantings may

actually be planted on the Netherlands property in order to provide adequate space for the plantings, as a retaining wall will also be proposed along this property line. Frank Gerhardt stated that plantings proposed on the adjoiners property will only occur with the permission of the owners. The Borough tree committee would like to see some type of maintenance and guarantee agreement between Charter and the Netherlands if Charter Homes proposed such planting on the Netherlands property. The agreement must address maintenance and replacement issues to safe guard against potential removal or weakening of the screen over time. The committee would like Charter Homes to add more street trees along Macarter Lane extending the proposed line of street trees to the Bypass. Additionally, street trees must be proposed along the Bypass frontage. In the areas proposed for extra parking, the committee would like to see Charter propose additional plant materials to provide a denser screen between adjoining properties and The Commons.

5. Strasburg Commons, Charter Homes - Inventory Update - Members, Dale, Lee, Tony, May, and Mary walked the Commons site and reviewed existing trees with an 18” caliper. Due to grading requirements, all existing trees will be removed except trees located along property boundaries and one large tree located within the southwest open space. In order to save the large tree located in the southwest open space, the committee would like Charter Homes to place a temporary protective fence around the tree’s outer drip line. The committee also noted that the grading plan must be revised to prevent fill in the area of the tree as well as within the tree drip line. Also, there are several large existing trees along the southern property lines at the ends of existing adjoining properties that the tree committee is concerned about retaining. May Gaynor suggested that Tony meet with Charter at the site to mark these large trees in an effort to guarantee the retention thereof.

6. Update on Trees at Bank of Lancaster County - The committee would like to recommend that the bank participate in the street tree program by adding two trees along their North Decatur Street frontage. Dale showed us a plan suggesting 2 additional trees for this North Decatur Street side of the Bank of Lancaster County; trees would be located with respect to the sight line. He will be suggesting smaller street trees like the Hawthorne or the Service Berry at a meeting with members of the Bank of Lancaster County.

7. Deckman/Trails at Strasburg Phase II, Preliminary Subdivision Plan Inventory Results - Tony, May, and Larry participated in a site visit of Strasburg Phase II and reviewed several large trees. The site visit created concern about the impact that the proposed development will have on such large trees. The tree committee recommends that Keystone construct low boulder walls, as necessary, in areas presently proposing a little fill, to retain existing trees such as a Japanese Cedar, Cork Screw Willow, Sunset Maple and Magnolia. Some trees, existing in the delineated wetland will automatically require being saved due to their location within this area that must not be disturbed. The committee would like to require the developer to be responsible for notifying the future owners of lots #2 & #3 of their responsibility relating to maintaining the wetland as a wetland. The committee is concerned about the potential for disturbance of the delineated wetlands and would like the developer to notify the future homeowner about his or her responsibilities. The developer is not allowed to fill within this delineated area, what is to keep the homeowner from filling in this area that required(s) protection? Therefore the committee would like to see the wetlands located within an easement and be deed restricted. The

committee would like to see that a note be placed on this plan concerning retaining the existing stone culvert located on lot #5.

8. **Trails at Strasburg, Lot 7, Final Subdivision Plan - Update** - The original comments hold from the minutes of the January 25th meeting. The tree committee would like, from the Borough, the history of the existing waterline alignment as discussed in the past and any documentation that applies to be reviewed.

9. **Review of Strasburg Business Place, S. E. Smoker** - After reviewing the revised plan and the comments from the Borough review engineer the committee offers the following comments referencing original comments:

#1. Along Historic Drive the members would like clarification of the proposed planting screen. The planting screen should be proposed along the future access easement and should be proposed along lot #4 as well as along the Historic Drive frontage.

#6. The committee would like to see more understory screen plantings where deciduous trees are shown on the plan in this landscape strip.

#7. Screening needs to be continued along the abutting Common's border due to the fact that a conditional use was granted to allow residential use on this property.(Strasburg Commons)

#8. The committee noticed a few areas of utility – tree conflict. Please verify that the proposed locations of utilities do not prevent the feasibility of planting the proposed landscaping – particularly in the areas of the interior parking islands. The committee would like to review the revised plans.

10. **Street Tree Planting** - Diana will call all potential tree applicants and verify their tree choice and confirm the quantity they have asked for. She will also ask them to be there the day of planting to assist if possible and so we can explain the care of the tree. Also they will need to mark the place they wish their tree to be planted within 6' of the sidewalk, but not in an area where there are old existing roots. Diana will call Schroeder Gardens and check with their tree variety and date available. Diana will ask Paul to see if the date of April 29th is a good date for him to assist us.

11. **Citizens' Comments** - None

12. **Adjournment** - The meeting was adjourned at 10:20 p.m.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
March 22, 2006 - 7:00 P.M.**

Members Present: Mary Dresser Lee Potts Larry Shurr May Gaynor
Dale Kaufman

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 7:00 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of February 22, 2006** – Dale Kaufman made a motion, seconded by Lee Potts and passed unanimously to approve the minutes of February 22, 2006 as corrected.
4. **Strasburg Elementary School – Preliminary Land Development Plan – Review** -
The Committee discussed the waiver of interior landscape islands called for in the ordinance, section item #603.09. The school district has requested this waiver in order to maximize the area for parking spaces. The committee suggests that if the waiver is granted, the school should still be required to locate the plant materials (that would have been required within the interior islands) elsewhere on the site. The committee recommends that a buffer of low shrubs be planted along the length of the south side of the parking lot where it abuts the open play space to comply with Section 603.08 of the Zoning Ordinance due to the fact that it is a side yard. The creation of such a buffer would serve to soften the transition from the parking area to the adjoining open area. The use of wheel stops is also recommended in each parking space along this side yard, due to the limited area afforded as shown on the plan. At the roadway entrance to the parking lot plantings are recommended as well.
5. **Strasburg Commons, Charter Homes – Goes to Planning Commission April 3, 2006** –
Mary will check with a landscaper on which trees will work best in the 2' to 4' wide, tight, terraced planting areas within the 17' landscape strip in the rear of the Main Street properties. Mary will check with Frank Gerhardt on the grading and if the planting is really proposed in the swale as illustrated along the west of Phase One. The committee asks that the grading be revised on page 9 of the plan, in the area of the existing walnut tree to be saved or show a retaining wall around existing walnut tree. Comments were addressed from the 2/22/06 meeting concerning denser planting at the parking areas. The committee would like to see additional plantings shown on the Landscape plan.
6. **Update on Trees at Bank of Lancaster County** – Dale reported that he has a meeting scheduled for next week with Vicki Bond.
7. Review of **Deckman/Trails at Strasburg Phase II, Preliminary Subdivision Plan** –
The Tree Committee repeats its recommendation to erect some boulder walls on the 3 lots that were discussed at the Planning Commission Meeting. Add screening along the entire southern property line. May and Dale plan to visit the site and take pictures of the trees along the southern border i.e. magnolia trees and the specimen evergreen. Additional trees

may need to be added for the correct density – the committee has not been given a copy of the plantings proposed in response to our original request for planting buffer.

8. **Trails at Strasburg, Lot 7, Final Subdivision Plan - Goes to Planning Commission April 3, 2006** – The original comments hold from the minutes of the January 25th and February 22nd meetings.
9. **Strasburg Business Place, S. E. Smoker – Goes to Planning Commission April 3, 2006** – The original comments hold from the minutes of the January 25th and February 22nd meetings. The committee would like to review the revised plans.
10. **Street Tree Planting** – Diana reported that she called Schroeder Gardens with the tree order scheduled for April 29th. To date we have ordered 3 Red Sunset Maples, 3 Golden Rain, 1 Ginkgo, and 1 Sugar Maple at a cost of \$1,330. She submitted a letter to be sent to the recipients of the street trees informing them of the date and their part in the planting. Members ask that the tree planting date be moved to May 6th for a better turn out of helpers. She will make a poster to be hung at the Lancaster Christian School and at Lampeter Strasburg High School giving credit to those who volunteer to help in their community. Diana will see that Paul Miller receives a list of property addresses of the tree recipients, and reserve the electric hole digger from Zimmerman's True Value store.

11. **Citizens' Comments** – None

12. **Adjournment** - The meeting was adjourned at 8:50 p.m.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

made. The hole digger was reserved from Zimmerman's True Value store, with a pick-up time of 8:00 am. All others helping with the planting will meet Saturday, 8:00 a.m. at the Borough Office.

10. Grant \$ for the Fall Planting – May Gaynor went through the Pennsylvania Foundations Directory and found 13 potential funding sources based upon environmental and miscellaneous local government destination and proximity to Strasburg with likelihood of interest based upon previous grants. Three of the sources have an application deadline of June or July. All applications will be prepared and submitted by the deadline.

11. Citizens' Comments – None

12. Adjournment - The meeting was adjourned at 9:40 p.m.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
May 24, 2006 - 7:00 P.M.**

Members Present: Mary Dresser Lee Potts Larry Shurr May Gaynor
 Tony D'Alessandro Dale Kaufman

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 7:00 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of April 26, 2006** – Lee Potts made a motion, seconded by Dale Kaufman and passed unanimously to approve the minutes of April 26, 2006 as corrected.
4. **Strasburg Elementary School – Preliminary Land Development Plan –Goes to Planning Commission June 5, 2006 – Reviewed** -The committee commends the Strasburg Elementary School for the clarification of their plans for the 34 trees, 33 scrubs and grasses. The committee recommends the addition of some type of protective material along the edge of the interior island between the two main parking lots.
5. **Strasburg Commons, Charter Homes – Preliminary Subdivision Plan – Returns to Planning Commission June 5, 2006 - Reviewed** - The committee is still concerned about the swale area containing plant material. They would like to see a cross section through this area illustrating how the plants and swale are related. The committee recommends re-grading the area so that run off is directed into the street, then picked up in a new series of pipes which will carry the run off to a location that would bypass the basin to a location next to Unit 1.
6. **Strasburg Business Place, S. E. Smoker – Went to Planning Commission May 8, 2006 –** Conditional Recommendation approved by the Planning Commission and will be submitted to the Borough Council June 13, 2006.
7. **Trails at Strasburg, Lot 7, Final Subdivision Plan/Lot Add-on Plan – Goes to Planning Commission June 5, 2006** – The committee recommends that trees and shrubbery be protected in perpetuity and removal can only happen due to disease or wind damage after inspection and approval of a certified arborist. They recommend that this be stipulated in the deed.
8. **Update on Trees at Bank of Lancaster County** – Dale Kaufman will give a report on his meeting with Vicki Bond at our May 24th meeting.
9. **Street Tree Planting** – Diana reported that five trees were planted by Lee Potts, Larry Shurr, Mary Dresser, May Gaynor, Lisa Boyd and Diana Hallman on May 6th at the following addresses: 1 Goldenrain at 130 Precision Avenue, 1 Sugar Maple at 21 Pleasant View Drive, 2 Goldenrain at 115 Beddington Lane in the beauty strip, and 1 Red Maple at 215 Shenk Avenue. Three trees were planted by the Public Works personnel at the following addresses: 1 Red

Maple at 306 Miller Street, and 1 Red Maple and 1 Gingko at 313 Miller Street. The committee decided to ask future tree recipients to place their stake marking the place for their new tree/s prior to placing the tree order so that a member of the tree committee can review and approve tree type requested and the location of the planting (in the beauty strip and or within 6 feet of the curb). The letter sent to each tree recipient was revised asking for more help from the recipient, if possible, to expedite the tree planting process. The committee will ask the Public Works Personnel for extra empty containers to assist in the removal of debris in case homeowners are unable to assist. A copy of the Street Tree Program Requirements/Tree Request Form were handed to each member to be reviewed and commented on at the June 28th meeting.

10. Grant \$ for the Fall Planting – Diana spent some time researching for more grant money. Tony will assist her in preparing the application forms.

11. Citizens' Comments – Mary submitted a letter from Tom Pontz who lives at 302 Miller Street requesting the developer be responsible for adding trees, in coordination with the Strasburg Tree Committee, in order to maintain the natural barrier. A copy of the letter will be forwarded to the Planning Committee June 5, 2006.

A request from the committee was made to see the Tree Ordinance be brought back.

A letter from Lisa Boyd was submitted asking the committee to inspect a tree located at 37 West Main Street. She received a complaint about it being dead and a possible hazard. Also, the police Chief and Lisa will be doing their annual tree inspection and asked if any member was aware of any low hanging branches or bushes which impedes any sidewalk or walking path.

12. Adjournment - The meeting was adjourned at 8:50 p.m.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

The committee would like Lisa Boyd to check with Bill Crosswell to see if the Borough has the right to address the removal of the trees from the Presbyterian Church. Arborvities were removed from the southern property line. They use to screen the parking lot from the South. Can the committee do anything to require the Church to plant new ones to replace the screen.

11. **Adjournment** - The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
July 26, 2006 - 7:30 P.M.**

Members Present: Mary Dresser Lee Potts May Gaynor

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 7:30 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of June 28, 2006** –There was not a quorum so June and July Minutes will be on the August 23, 2006 agenda for approval.
4. **Doutrich/Stoltzfus – South View Drive** – Preliminary Subdivision to be submitted July 24, 2006 – Goes to Planning Commission August 14, 2006 – Plans will not be received until July 31, due to the moving of the Planning Commission date.
5. **Trees at Bank of Lancaster County – Meeting Results** – Tabled to the next meeting.
6. **Grant \$ for the Fall Planting** – Mary Dresser asked if anyone would be able to help with the writing of the Grant Applications. Diana gave all members present a copy of the Lancaster Community Foundation Grant Application with the following paragraphs requested. 375 words (Statement of our Need), 400 word statement of (How our project will address the community needs), 375 words (List of specific components of the program we would like to be funded), 75 words of (How many residents affected by the program and how we arrived at this number). Looking at the five Requests that we could apply for, Lee Potts asked how great we felt our chances were to be awarded this grant. The members felt that the committee could be awarded for maybe two of the requests they would apply to the Community Foundation for.
Lee Potts said he would call Doug Levering at the Foundation and get more information. It was felt that the Armstrong Foundation was not a good application because the committee needed to know someone who worked at Armstrong in the Borough. The committee has gotten their entire grant funding through the Pennsylvania Urban and Community Forestry Council in the past. Since we have been awarded this grant in the near past, our chances do not look good for any more grant money in the near future. The Grant that Diana will pursue in greater depth is the Pennsylvania State Association Borough. Diana will continue to work on finding tree grant money.
May Gaynor was going to check with, Caroline Morton, and John Shuman on successful grant writing and amount charged by those who write grants. She also suggested Tom Lainhoff as someone who may have the experience & qualifications to apply for grants for the Borough, either as a volunteer or in a paid consultant position. Gayle Anderson was also recommended. Such a person (a Grant Guru)

could handle or help with any grants applied for by Borough entities. A Borough staff member was another option suggested.

7. **Other Business** – Lisa Boyd gave Robert Cook a thank you card for his \$500 donation to plant trees in the Fall. She was also in favor of placing an article, along with a picture of the Fall Tree Planting, in the Strasburg Weekly News to recognize Mr. Cook for his generosity.

8. **Citizens' Comments** – None

9. **Adjournment** – The meeting was adjourned at 8:30.

Respectfully Submitted,

Diana L. Hallman
Borough Clerk

August 23, 2006 - Meeting Canceled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
September 27, 2006 - 7:30 P.M.**

Members Present: Mary Dresser May Gaynor Tony D'Alessandro
Dale Kaufman

Others Present: None

1. **Call to Order** - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. **Citizens' Comments** - None

3. **Minutes of June 28, 2006 and July 26, 2006** – The minutes of June 28, 2006 and July 26, 2006 were approved.

4. **Doutrich/Stoltzfus – South View Drive** – Preliminary Subdivision submitted July 31, 2006 went to Planning Commission again on September 11, 2006 where they recommended approval, and it will go before Borough Council October 17, 2006. The committee saw no problems with the subdivision. They expressed interest in the kinds of trees that would be planted. The suggestion of requiring street trees in the subdivision ordinance was discussed.

5. **Fall Planting – Update** – Date agreed upon was October 21, 2006. The following trees are planned to be planted: Jerald & Ruth Hoffard at 19 S. Jackson St. two Seedless Honey Locust. Amos S. Riehl at 103 Miller Street a Service Berry. Ann Reahm at 2505 Book Flower Lane a Scarlet Oak

1

Randy Rohrer of 121 Washington Street wished to plant Rocky Mt. Maple (2). They would not be available until Spring. Fritz Schroeder could only find whips at this time. It was agreed to allow persons to choose trees that may not be on our tree list, as long as they would be willing to pay the difference between the average cost of our trees and their choice. Size and appropriateness would still need to be considered.

Tony D'Alessandro of 55 East Main Street will be getting a slightly larger Gingko tree. He will pay the cost difference and will be digging his own hole. This tree will be delivered later this Fall and he will take care of final planting.

6. **Other Business** – A memo to the Tree Committee from May. The memo was included with the minutes and discussed.

7. **Citizens' Comments** – None

8. **Adjournment** – The meeting was adjourned at 8:30.

Respectfully Submitted,
Dale Kaufman

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
November 21, 2006 – 4:00 P.M.**

Members Present: Mary Dresser May Gaynor Lee Potts Larry Shurr

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 4:00 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of October 5, 2006** – Mary Dresser made a motion, seconded by Lee Potts to accept the minutes of October 5, 2006 as corrected.
4. **Subdivision and Land Development Ordinance – Review Landscaping Sections** – The Committee members looked specifically at the landscaping sections of the Strasburg, East Cocalico Township, Elizabethtown and the Millersville Subdivision and Land Development Ordinances. Sections of the Strasburg Ordinance were reviewed and reworded for the new 2007 Ordinance. Corrections made or Sections added are typed and underlined in red. Pages reviewed are as follows:

Page 30: (Top line) Add language to identify species.

Page 30: Add to the paragraph under Section 402.03.6 and Add Section 402.02.7 and Section 402.03.8.

The location of existing healthy trees with a caliper of six (6) inches or more as measured at a height of four and one-half (4 1/2) feet above existing grade. In the case of healthy trees with a caliper of 12” or more, an outline of the existing drip line must be included as well.

402.03.7: The location and drip line of existing trees with a caliper of six (6) inches or more as measured located within 10 feet of the subject tract.

402.03.8: The location of existing, established landscape materials such as, but not limited to, boxwoods, lilac, etc.

Page 38: Add to the sentence in step (3) of Section 402.05.6: Historical Features.

(3) are listed on the Lancaster County Historical Society Register shall be designed to preserve, adaptively reuse, or otherwise provide for the historic features and any related plant materials thereof. Modifications and exterior alterations to historic features or sites, or new construction adjacent to historic features, shall be consistent with the Secretary of the Interior’s Standards for Rehabilitation of Historic Properties, as published by the National Park Service.

Page 39: Add a 4th item under Section 402.05.7: Important Natural Habitats.

Tree stands, wood lots and native plant materials.

Page 39: Add another item to the list under Section 402.05.8: Additional Studies and Reports.

Transportation network;
Sanitary sewer collection, conveyance and treatment;
Water supply and distribution;
Storm water management, and
Environmental Impact Study by Certified Professional.

Page 51: Change the wording in the 3rd specific area under Section 601.02: Preservation of Natural and Cultural Features.

Historical structures, land, and related plant materials as defined by this Ordinance (see Section 402.05.6).

Page 66: Change the Number of spaces and the required width of landscape strips under Section 603.08: Perimeter Landscaping.

<u>Cumulative</u> Number of Spaces in Parking Lot Including Joint Facilities	Landscape Strip Width in Feet Side and Rear Yard	Street R. O. W. Line
<u>Less than 13</u>	<u>10</u>	<u>10</u>
<u>13 to 75</u>	<u>10</u>	<u>25</u>
<u>75 to 250</u>	<u>15</u>	<u>25</u>
<u>Over 250</u>	<u>25</u>	<u>25</u>

Page 67: Change linear feet in the last paragraph of Section 603.08 Perimeter Landscaping.

Vegetative ground cover alone is not sufficient to meet this requirement. A mixture of deciduous and evergreen trees, shrubs, or other approved material shall be provided. At least one (1) shade tree shall be provided for each fifty (50) linear feet of landscaping area. These trees shall have a clear trunk at least five (5) feet above finished-grade level.

Page 67: Also, add a 4th item under Section 603.08 Perimeter Landscaping.

All required landscape strips shall have landscaping materials distributed along the entire length of the lot line abutting the parking lot.

Page 67: Change the wording in the 1st paragraph of Section 603.09 Interior Landscaping.

In any parking lot containing twenty (20) or more parking spaces (except a parking garage), ten percent (10%) of the total area of the lot shall be devoted to interior landscaping. Such interior landscaping shall be used at the end of parking space rows to break up rows of parking spaces at least every ten parking spaces, and to help visually define travel lanes through or next to the parking lot. Landscaped areas situated outside the parking lot, such as peripheral areas, landscape strips, and areas surrounding buildings, shall not constitute interior landscaping.

Page 67: Change the wording in the 4th paragraph of Section 603.09 Interior Landscaping.

Parked vehicles may not overhang interior landscaped areas more than two and one-half (2 ½) feet. Curbing or wheel stops shall be provided to insure no greater overhang.

Page 73: Section 613.01 Protection of Natural Features will be revised at the January 24, 2007 meeting.

5. **Other Business** – None

6. **Citizens' Comments** – None

7. **Adjournment** – The meeting was adjourned at 6:17.

Respectfully Submitted,
Diana Hallman

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
November 21, 2006 – 4:00 P.M.**

Members Present: Mary Dresser May Gaynor Lee Potts Larry Shurr

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 4:00 p.m. by Mary Dresser.
2. **Citizens' Comments** - None
3. **Minutes of October 5, 2006** – Mary Dresser made a motion, seconded by Lee Potts to accept the minutes of October 5, 2006 as corrected.
4. **Subdivision and Land Development Ordinance – Review Landscaping Sections** – The Committee members looked specifically at the landscaping sections of the Strasburg, East Cocalico Township, Elizabethtown and the Millersville Subdivision and Land Development Ordinances. Sections of the Strasburg Ordinance were reviewed and reworded for the new 2007 Ordinance. Corrections made or Sections added are typed and underlined in red. Pages reviewed are as follows:

Page 30: (Top line) Add language to identify species.

Page 30: Add to the paragraph under Section 402.03.6 and Add Section 402.02.7 and Section 402.03.8.

The location of existing healthy trees with a caliper of six (6) inches or more as measured at a height of four and one-half (4 1/2) feet above existing grade. In the case of healthy trees with a caliper of 12” or more, an outline of the existing drip line must be included as well.

402.03.7: The location and drip line of existing trees with a caliper of six (6) inches or more as measured located within 10 feet of the subject tract.

402.03.8: The location of existing, established landscape materials such as, but not limited to, boxwoods, lilac, etc.

Page 38: Add to the sentence in step (3) of Section 402.05.6: Historical Features.

(3) are listed on the Lancaster County Historical Society Register shall be designed to preserve, adaptively reuse, or otherwise provide for the historic features and any related plant materials thereof. Modifications and exterior alterations to historic features or sites, or new construction adjacent to historic features, shall be consistent with the Secretary of the Interior’s Standards for Rehabilitation of Historic Properties, as published by the National Park Service.

Page 39: Add a 4th item under Section 402.05.7: Important Natural Habitats.

Tree stands, wood lots and native plant materials.

Page 39: Add another item to the list under Section 402.05.8: Additional Studies and Reports.

Transportation network;
Sanitary sewer collection, conveyance and treatment;
Water supply and distribution;
Storm water management, and
Environmental Impact Study by Certified Professional.

Page 51: Change the wording in the 3rd specific area under Section 601.02: Preservation of Natural and Cultural Features.

Historical structures, land, and related plant materials as defined by this Ordinance (see Section 402.05.6).

Page 66: Change the Number of spaces and the required width of landscape strips under Section 603.08: Perimeter Landscaping.

<u>Cumulative</u> Number of Spaces in Parking Lot Including Joint Facilities	Landscape Strip Width in Feet Side and Rear Yard	Street R. O. W. Line
<u>Less than 13</u>	<u>10</u>	<u>10</u>
<u>13 to 75</u>	<u>10</u>	<u>25</u>
<u>75 to 250</u>	<u>15</u>	<u>25</u>
<u>Over 250</u>	<u>25</u>	<u>25</u>

Page 67: Change linear feet in the last paragraph of Section 603.08 Perimeter Landscaping.

Vegetative ground cover alone is not sufficient to meet this requirement. A mixture of deciduous and evergreen trees, shrubs, or other approved material shall be provided. At least one (1) shade tree shall be provided for each fifty (50) linear feet of landscaping area. These trees shall have a clear trunk at least five (5) feet above finished-grade level.

Page 67: Also, add a 4th item under Section 603.08 Perimeter Landscaping.

All required landscape strips shall have landscaping materials distributed along the entire length of the lot line abutting the parking lot.

Page 67: Change the wording in the 1st paragraph of Section 603.09 Interior Landscaping.

In any parking lot containing twenty (20) or more parking spaces (except a parking garage), ten percent (10%) of the total area of the lot shall be devoted to interior landscaping. Such interior landscaping shall be used at the end of parking space rows to break up rows of parking spaces at least every ten parking spaces, and to help visually define travel lanes through or next to the parking lot. Landscaped areas situated outside the parking lot, such as peripheral areas, landscape strips, and areas surrounding buildings, shall not constitute interior landscaping.

Page 67: Change the wording in the 4th paragraph of Section 603.09 Interior Landscaping.

Parked vehicles may not overhang interior landscaped areas more than two and one-half (2 ½) feet. Curbing or wheel stops shall be provided to insure no greater overhang.

Page 73: Section 613.01 Protection of Natural Features will be revised at the January 24, 2007 meeting.

5. **Other Business** – None

6. **Citizens' Comments** – None

7. **Adjournment** – The meeting was adjourned at 6:17.

Respectfully Submitted,
Diana Hallman