

Mary Dresser asked for details regarding the 1,000-2,000 square foot new impervious surface application process. Mr. Reichel explained that there is an approximate two page application and requires a sketch. He will verify if it requires an engineer's seal.

Mary Dresser asked about newer developments where lots were assigned a certain percentage of cover by virtue of the original stormwater management process, such as an assumed 50% cover. She asked where that comes into play if, for example, 2,500 square feet still keeps a project under the originally-calculated figure and asked if the original calculated figure is then voided? Mr. Reichel stated that he believed this is being handled by evaluating if the original calculations were based on a certain amount of impervious coverage and not built out and already accounted for in the plan, therefore the property owner would be able to expand without triggering the ordinance. Mary Dresser stated that she has seen this handled this way or by requiring the application process in municipalities she has worked in.

Mr. Reichel reviewed the document he prepared highlighting the key new provisions as compared to the prior ordinance including:

1. Added new definitions that were included in the Lancaster County Model Stormwater Management Ordinance.
2. Reviewed the general requirements.
3. Volume controls were previously discussed.
4. Reviewed calculation methodology for the stormwater credits for non-structural BMPs to account for a maximum of 25% of volume requirement.
5. Riparian corridors which has a minimum vegetative and limited use requirements within the corridor.
6. Stormwater Management Facility Design Standards have been revised, one change is that it permits the basin bottom slopes to be 1% minimum.
7. Plan Processing Procedures – allows for six exemptions: agricultural, forest management and timber operations, conservation practices, 1,000 square feet or less of new impervious surface coverage, domestic landscaping or vegetable gardening and activities related to roadways, rail lines and utility line infrastructure. It also requires as-built plans to be recorded above the small project threshold.
8. Operation and maintenance which allows maintenance of facilities accepted by the municipality.

Mary Dresser asked about residents who do projects without permits. Mr. Reichel stated that it is up to the Borough or a neighbor to keep an eye on work being done without permits.

Shelby Nauman asked if anyone was aware of any grants to assist homeowners with existing stormwater management issues. Mr. Reichel will look into this and report back to the Borough Manager.

Pervious paving was discussed and Mr. Reichel stated that porous paving is a structural stormwater control.

Mary Dresser asked about perks and probes, and Mr. Reichel stated that the ordinance does require perks and probes as well as infiltration testing.

May Gaynor asked if there were any grants available for public facilities to install additional stormwater controls. Mr. Reichel stated that there are grants available through organizations such as PennVest and DEP but added that the application process is very competitive.

OTHER BUSINESS: The Borough Manager stated that she anticipates the Holiday Inn Express developer to submit plans soon.

CITIZEN COMMENTS: None.

ADJOURNMENT: Bob Marshall made a motion, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

stormwater. The homeowner may need to hire someone to assist them with the application process but would be a lot less expensive than having to hire an engineer. The plan is either reviewed at the staff level or is reviewed with the assistance of the Borough Engineer and who reviews the plan is up to the discretion of the Borough staff. Dominick Di Bella made a motion, seconded by Bob Marshall and passed unanimously to establish the small project maximum new impervious surface to be 2,500 square feet. The maximum lot coverage issue, which is regulated by the Zoning Ordinance, is still considered.

- A large project would be for anything over 2,501 square feet of new impervious surface, going back to and including all projects installed since June 22, 2004. This application requires engineered drawings, survey, and documentation to be submitted by the applicant. The maximum lot coverage issue, which is regulated by the Zoning Ordinance, is still considered. Mary Dresser stated that it is very expensive for an applicant to apply for a large stormwater management project permit because of the professional service fees to apply for the permit.

Shelby Nauman asked if an applicant could request a waiver from the stormwater management ordinance? Mary Dresser stated that she believed the applicant could request a waiver but granting a waiver requires proving a hardship and waivers are considered by the Planning Commission and Borough Council.

The following items were agreed upon by consensus:

- Two copies will be required for a Small Project Application.
- When a Stormwater Management Site Plan is required (projects above 2,501 square feet cumulatively), seven copies are required.

The Borough Manager will check with the Borough Engineer for his opinion regarding the number of years for which a deposit is required to maintain and inspect facilities accepted by the Borough. The Borough Manager stated that the Borough does not and has not typically accepted stormwater management facilities but instead they are the responsibility of either a homeowner or homeowners' association. Since it is so unlikely that the Borough would accept a facility, the possibility of just leaving 25 years as suggested in the model ordinance was agreeable by the members if acceptable to the Borough Engineer.

Bob Marshall made a motion, seconded by Shelby Nauman and passed unanimously to forward to Borough Council all of the recommendations laid out at this meeting regarding the revisions to the Stormwater Management Ordinance.

OTHER BUSINESS: The Borough Manager stated that a plan for the Holiday Inn Express was submitted and is going to the Zoning Hearing Board at their February 24, 2014 meeting where they are requesting three variances: building height and setbacks. She is anticipating the Planning Commission to review the application at their next meeting, which is scheduled for March 3, 2014.

CITIZEN COMMENTS: None.

ADJOURNMENT: Dominick Di Bella made a motion, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 8:05 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
March 3, 2014**

Members Present: Ken Johnson Bob Marshall
Dominick Di Bella Mary Dresser

Others Present: Lisa M. Boyd, Borough Manager Sandy Addis
Charles Myers Emily Myers
Velma Hess Frances Sears
Barbara Donahue Ted Krumreich
Frank Sfrisi Clement Filippelli
Sandra Filippelli Frank Pellicore
Theresa Pellicore Josephine Gaissert
Bill McCoy Dennis Gehringer
B.C. Desai

CALL TO ORDER AND PLEDGE TO THE FLAG: Chairman Ken Johnson called the meeting to order at 7:00 P.M., followed by the pledge to the flag. He announced that the meeting is being audiotaped to assist in the preparation of the minutes.

CITIZEN COMMENTS: Barbara Donahue, who lives in Heritage Strasburg, stated that she and many others are in attendance because they are concerned with the Holiday Inn Express Plan. She stated that they attended the Zoning Hearing and understand that the hotel is going to be built, but they want to make it known that they are concerned with the look of the hotel and trying to keep the look of the entire property to fit in with the historic look with the remainder of the property. She stated that she was concerned that this structure would affect their neighborhood and homes. She added that she was also concerned with the buffering.

Ted Krumreich, 305 Old Post Lane, also expressed his concerns with the Holiday Inn Express and its appearance because it is architecturally out of character with the other buildings in the area and for Strasburg. He stated that he understood this application was not made under the Gateway North Overlay Zone which would more regulate the appearance, but he felt that the architectural look of that area should be protected as an entrance into the Borough. He stated that he was most concerned with there not being any buffering between the proposed parking lot and his home and suggested possibly relocating some existing trees on the site.

Ken Johnson stated that buffering landscaping is required and pointed out the plan page that shows the trees that are required to be planted along McCarter Lane.

Frank Sfrisi, 560 Old Post Lane, stated that he believed the intent of the C-3 Zone was to promote commercial activities that protect the general historic character of the Borough. He stated that he was not in favor of the height of the structure and provided a printed photograph of a Holiday Inn Express with a flat roof that he would like them to consider so there could be a lower roof. He was also concerned with the entrance on Old Post Lane being changed because of traffic queuing.

Clement Filippelli, 410 Old Post Lane, stated that he was concerned with the new entrance off of Old Post Lane and if busses would be permitted. He added that he was also concerned with stormwater. Ken Johnson stated that the applicant is required to address stormwater management and is being reviewed by the Conservation District and the Borough Engineer.

Bill McCoy, 340 Old Post Lane, was concerned with the headlights that will shine on the house with the proposed change of Old Post Lane.

Sandra Filippelli, 410 Old Post Lane, stated that she was concerned with the lighting in the parking lot shining onto their properties. Ken Johnson stated that a lighting plan is required to be submitted that is prepared by an electrical engineer because no light is permitted to spill over onto adjacent properties. She added that she was concerned with the hotel impacting the value of their homes.

Frances Sears, 520 Old Post Lane, stated that she was concerned with Old Post Lane being moved because if a vehicle misses turning onto Old Post, they will have to drive all through their neighborhood.

MINUTES OF FEBRUARY 10, 2014: Bob Marshall made a motion, seconded by Mary Dresser and passed unanimously to approve the February 10, 2014 minutes as printed.

REVIEW AND POSSIBLE RECOMMENDATION OF WAIVERS AND PLAN FOR HOLIDAY INN EXPRESS – LANCASTER DUTCH HOSPITALITY, LLC:

Dennis Gehringer, land use planner who has been working for 44 Strasburg Associates regarding this Revised Final Plan application. Also in attendance was B.C. Desai, who is one of the partners of 44 Strasburg Associates. He reviewed the application process and stated that the Zoning Hearing addressed only two matters, height of the building and separation of surfaces. He stated that this meeting is to review the matters that are subject to the Borough's Subdivision and Land Development Ordinance as well as the Zoning Ordinance. A 32 or so page packet of plans showing lighting, planting, demolition, etc, plus several books of calculations and reports were submitted to the Borough, and are available for review at the Borough Office. Mr. Gehringer stated that the Planning Commission's task tonight is to review is the Subdivision and Land Development Ordinance and they are asking to revise an already approved plan that was processed in 2008 for a hotel. He stated that the marketplace has changed and franchises are not constructing large suite hotels and banks are not financing site improvements. He stated that Holiday Inn Express's franchise department, of which Mr. Desai already owns one in Rockvale, made a decision that they will no longer allow a hotel that is less than three stories tall and that is why this height requirement is necessary. Mr. Gehringer stated that the previously-approved plan in 2008 was for a hotel with the same number of rooms but they were suites. They modified that plan to the current smaller-sized footprint hotel plan because the rooms are smaller. Mr. Gehringer stated that the only other alteration from the approved plan to this plan is that it is now proposed to be on its own lot, because that is a new requirement of the financing.

Mr. Gehringer stated that at the February 24, 2014 Zoning Hearing Board, they approved a waiver of the building height. They have not yet determined where they will apply for the sign to be placed.

Mary Dresser asked if the entrance is designed for bus access and Mr. Gehringer stated he did not believe that it was and is not meant to be used for busses.

Mr. Gehringer stated that, because the hotel has no frontage on McCarter or Old Post, the way Charter developed the property was to create residential lots, the street and then the Holiday Inn Express property.

Ken Johnson stated that the ordinance was modified in 2005 to allow for the Active Adult Community that many of those in attendance live in and Mary Dresser added that when the ordinance modification was made, there were many people in attendance opposing the change.

Mr. Gehringer stated that they have been meeting with Charter Homes to change the landscaping plan to create a buffer to include a variety of 58 evergreen trees which will be 10-12 feet tall to be planted on top of a mound on the property line. This planting would replace a small landscape area that was previously shown on the plan. He added that the evergreen buffer complies with the landscaping requirement of the Borough's Ordinance and has been accepted by the Borough's Shade Tree Committee.

Ken Johnson noted that the building elevation of the proposed Holiday Inn Express is 10 feet lower than the elevation of McCarter Lane.

Mr. Gehringer stated that the entrance to Old Post Lane is a secondary access point and had to shift to the South because of queuing (vehicles waiting in line to get to the intersection). He stated they moved the driveway to allow for approximately ten vehicles backing up without blocking the entrance. He stated that this entrance point will not have a large sign and will not be utilized as the main entrance area and busses will be provided with directions to the main entrance. Mary Dresser asked if any screening were proposed for the headlights and Mr. Gehringer stated that some landscaping is proposed but not large buffers because the Charter Homes site is viewed as a commercial property. Ken Johnson stated that the current location of the curb cut was placed where they believed the connection would be but after review of the plans for queuing purposes, the location is being moved to be as shown on this plan. Mr. Sfrisi stated that he did not believe a ten car queue was necessary. Mr. Gehringer stated that the queuing is necessary to accommodate traffic from Smoker's property, the Charter Homes development (taking into consideration the number of homes yet to be built), in addition to the hotel.

Residents of the Charter Homes development stated that they experience busses coming through their development on a regular basis, especially in the summer. Mr. Desai stated that in 2013, they only had 18 busses the entire year. Ken Johnson stated that the number of access points to Historic Drive are limited because it is a state road and is a limited access highway.

Barbara Donahue expressed her concern that vehicles that are utilizing the pharmacy and post office currently do not anticipate traffic going into the development and believed that the new configuration would make it worse and suggested installing a stop sign so all traffic would have to stop.

Mr. Gehringer reviewed the waivers in detail, noting that these have all been reviewed by the Solicitor, the Borough's Engineer, the Authority's Engineer, the Shade Tree Committee and the Lancaster County Planning Commission. He stated that he should have the plans revised to meet both of the Engineer's comments and the Solicitor's comments tomorrow. He stated that he believed the Shade Tree Committee should look at the new plan again.

Waivers requested:

1. Stormwater Management Ordinance, Sections 304.B.15, 307.H, 307.N.22, 307.N.23 and 803: Extend dewatering time to greater than 48 hours due to poor infiltration rates in the existing soils and the geology. Mr. Gehringer states that the calculated dewatering time is 68.96 hours and 69.77 hours. This was previously recommended for approval by the Planning Commission, the

Conservation District and the Borough Engineer. The conditions previously placed on this waiver were to take appropriate measures to accelerate dewatering time should the basin remain longer than 72 hours after one year of operation and to include the detail for sinkhole repair by a qualified professional.

Roof drain connections to the storm drain system (Section 307.N.23, 803) – Instead of having the roof drains run on the surface of the sidewalks and parking lot, to tie them into the property’s stormwater system.

Two flared end sections within the detention basins, conditioned upon proper maintenance as these areas are more difficult to maintain (Section 307.N.22) because of how it fits into the basin in relation to the Borough’s specifications for endwalls.

Bob Marshall made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of the waiver of the Strasburg Borough Stormwater Management Ordinance, Sections 304.B.15, 307.H, 207.N.22, 307.N.23 and 803 to extend the dewatering time to greater than 48 hours due to poor infiltration rates in the existing soils and the geology (conditioned upon the applicant taking appropriate measures to accelerate dewatering time should the basin remain longer than 72 hours after one year of operation and to include the detail for sinkhole repair by a qualified professional), to allow the roof drains be connected into the property’s stormwater system, and to permit two flared end sections within the detention basins (conditioned upon proper maintenance as these areas are more difficult to maintain because of how it fits into the basin in relation to the Borough’s specifications for endwalls) and that the previous conditions applied to this waiver would still apply.

2. Stormwater Management, Section 307.G: To have the 12,500 square feet of parking area’s stormwater flow east instead of south (transferring stormwater runoff from one watershed to another). Mr. Gehringer stated that the way Historic Drive was constructed and the manholes are connected into the existing stormwater system flows to the left, while the street flows to the right. He added that the flows all join together in the same basin eventually. The application adds that the applicant states that (1) approximately 12,500 square feet of proposed parking area will flow east toward the proposed hotel and (2) the applicant has documented within the Stormwater Management Report that the post-development flows have been reduced below the pre-development flows for all storm events (2-year through 100-year) within the subject watershed. This waiver was previously approved under the prior plan.

The Borough Engineer recommends that the applicant should provide the PennDOT Highway Occupancy Permit (HOP) upon receipt to support the request and that the waiver request on Sheet NL-01 shall be revised to reference Section 307.G.

Mary Dresser made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of the Strasburg Borough Stormwater Management Ordinance, Section 307.G to allow a transfer of stormwater runoff from one watershed to another, the applicant states that (1) approximately 12,500 square feet of proposed parking area will flow east toward the proposed hotel and (2) the applicant has documented within the Stormwater Management Report that the post-development flows have been reduced below the pre-development flows for all storm events (2-year through 100-year) within the subject watershed, with the condition that the applicant should provide the PennDOT Highway Occupancy Permit (HOP) upon receipt to support the request and that the waiver request on Sheet NL-01 shall be revised to reference Section 307.G.

3. Stormwater Management, Section 304.B. and 307.K: Allow adjacent infiltration test results because of very poor infiltration . The Borough Engineer recommends that if approved, a condition be placed that the applicant contact the Borough and the Borough's Engineer if the actual conditions differ from the previous infiltration test results or if limiting zones are encountered that would result in Detention Basin P-1D to not function per the design. This waiver was previously approved under the prior plan.

Mary Dresser made a motion, seconded by Bob Marshall and passed unanimously to recommend approval of a waiver of Strasburg Borough Stormwater Management Ordinance, Section 304.B and 307.K to allow for adjacent infiltration tests results which were completed for Detention Basin P-1A and P-1B to be applied to Detention Basin B-1D. The applicant states that (1) the proposed parking area and Detention Basin P-1D are in close proximity to recent infiltration testing and (2) the physical characteristics in the area of the new basin are similar to the test basins with the condition that the applicant must contact the Borough and the Borough's Engineer if the actual conditions differ from the previous infiltration test results or if limiting zones are encountered that would result in Detention Basin P-1D to not function per the design.

4. Subdivision and Land Development Ordinance, Section 402.05.4(12): A waiver to request the hotel plan to proceed without a traffic impact study because this property contributed to a regional traffic impact study that was done when the remainder of the area developed. That study did take into consideration the existing hotel, the existing restaurant and an 83-room hotel. This waiver was previously approved under the prior plan.

Dominick Di Bella made a motion, seconded by Mary Dresser and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 402.05.4(12) to allow the hotel plan to proceed without the submission of a Traffic Impact Study conditioned on the future submission of a Traffic Impact Study with any Preliminary Plan application for any future development on this site.

5. Subdivision and Land Development Ordinance, Section 603.03: They are requesting to permit the existing parking aisle widths for the area that they are not disturbing (currently there is 23 to 24 feet of existing aisle width compared to the 25 feet as required by the ordinance). Mr. Gehringer stated that they are asking that the aisle widths be brought into compliance when there is future development on the site. A previous condition was that the aisle widths must conform to the Borough requirements within three years of Final Plan approval or when additional development located in this area of the property. This waiver was previously approved under the prior plan with time restrictions.

Mary Dresser made a motion, seconded by Bob Marshall and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 603.03 to allow the existing parking aisle widths to remain (23 to 24 feet existing verses 25 feet required), conditioned on the aisle widths conforming to Borough requirements when additional development located in this area of the property occurs.

6. Subdivision and Land Development Ordinance, Section 603.09: They are requesting a waiver to allow the parking space rows to exceed 10 spaces because Mr. Gehringer stated that he believed he was in compliance with the Ordinance because it is an existing non-conforming lot that they are not building on. He did state that there are two rows where there are 11 spaces.

Mary Dresser stated that a previous request from the Borough was for the developer to plant the two trees that would have been required for the two rows somewhere else on the property or to

install larger trees (minimum caliper of 4" at time of planting) adjacent to those two sections. Mary Dresser also asked that the second condition that was previously imposed be retained in that where there are more than ten parking spaces between landscaped islands being brought into compliance within three years of Final Plan approval or in conjunction with future development of the property.

Dennis Gehringer stated that only the trees shown in yellow on the plan are proposed to be planted as part of this project. The remaining trees are to be planted during future development of the site.

Mr. Desai stated that the cost to construct this hotel in Strasburg Borough is much higher than he has paid in other towns because of items such as site improvements and water/sewer tapping fees. He stated that the additional expenses for sidewalk and trees could make the project not financially possible because he is already \$700,000 over budget. He stated that is why the previous hotel chain dropped the project and that he is just trying to make this one work.

Bob Marshall made a motion, seconded by Mary Dresser and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 603.09 to allow the parking space rows to exceed 10 spaces with the condition that the two locations where the rows exceed 10 spaces that the trees to be planted in the vicinity of those two parking rows be a minimum caliper of 4 inches at planting and that the applicant must either install the trees and landscaping or return to the Planning Commission to discuss the compliant landscaping and tree installation within five years from the date the hotel obtains an occupancy permit or installed as part of the development of that parcel, whichever comes first.

7. Subdivision and Land Development Ordinance, Section 602.12.6: They are requesting a visual obstruction (detention basin grading) within the clear sight triangle at McCarter Lane and Historic Drive, reducing the clear sight triangle from 75 feet to 50 feet at the proposed access drive connection to McCarter Lane. The second waiver location is the driveway to McCarter Lane to allow for the evergreen buffer. Mr. Gehringer stated that the clear sight triangle throughout the entire neighborhood is 50 feet. The waiver for the visual obstruction at McCarter Lane and Historic Drive was previously approved under the prior plan with the requirement to install a stop sign and bar. The waiver for the visual obstruction at the proposed access drive is a new request and the Borough Engineer also suggests requiring the installation of a stop sign and bar at this location as well.

Mary Dresser made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 602.12.6 to allow a visual obstruction (detention basin grading) within the clear sight triangle at McCarter Lane and Historic Drive as well as one at the proposed access drive with the condition that both locations install a stop sign and bar.

8. Subdivision and Land Development Ordinance, Section 604: They are requesting a waiver of the ordinance which, if granted, would not require them to install a sidewalk on Lot A. They would like to be required to install this sidewalk when Lot A is developed in the future because the grading is unknown at this time. They are proposing a pedestrian path into the uses to get from Historic Drive into the uses and out to McCarter. The Borough Engineer recommends that, if approved, a condition be placed that the sidewalk, which will not be in the Historic Drive right-of-way, be required to be installed either in conjunction with future development of the parcel or within five (5) years of recording, whichever occurred first.

Dominick Di Bella made a motion, seconded by Bob Marshall and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 604 to install a sidewalk on Lot A in conjunction with future development on Lot A conditioned upon the applicant returning to the Planning Commission to discuss the sidewalk installation within five years from the date the hotel obtains an occupancy permit or installed when Lot A is developed, whichever comes first.

Ken Johnson stated that, after discussion with the other members, they were comfortable with making motions regarding the waivers but were not comfortable with making a motion for the plan approval until the list of concerns on the plan submitted by the Borough Engineer have been reduced and shown on the applicant's plans.

The Borough Manager stated that plan approval will be discussed at the Planning Commission's next meeting which is scheduled for Monday, April 7, 2014.

OTHER BUSINESS: The Borough Manager researched local municipalities and how they consider swimming pools regarding pervious or impervious surface. The result of the survey was that approximately 70% of those surveyed consider the surface water area of a swimming pool to be pervious for stormwater management coverage (any deck surrounding the pool area is considered impervious) and for calculating Zoning lot coverage, the entire area is considered as part of the lot coverage.

It was the consensus of the Planning Commission that the surface water area of a swimming pool is pervious when calculating stormwater management and when calculating lot coverage, the entire area, including the water surface area, is considered toward the lot coverage.

CITIZEN COMMENTS: None.

ADJOURNMENT: Dominick Di Bella made a motion, seconded by Bob Marshall and passed unanimously to adjourn the meeting at 9:40 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
April 7, 2014**

Members Present: Bob Marshall Dominick Di Bella
 Shelby Nauman Mary Dresser

Others Present: Christine Drennen, Admin. Asst. Dennis Gehringer
 Brad Stewart, LCPC B.C. Desai
 Ronald L. Hogg, Jr., LRHA Mark Lefever
 Tracey Lefever Steve Young
 May Gaynor Lois Yost
 Joyce Stone Margaret Lefever

CALL TO ORDER AND PLEDGE TO THE FLAG: Vice Chairman Bob Marshall called the meeting to order at 7:00 P.M., followed by the pledge to the flag. He announced that the meeting is being audiotaped to assist in the preparation of the minutes.

CITIZEN COMMENTS: None.

MINUTES OF MARCH 3, 2014: Dominick Di Bella made a motion, seconded by Shelby Nauman and passed unanimously to approve the March 3, 2014 minutes as printed.

REVIEW AND POSSIBLE RECOMMENDATION – REVISED FINAL PLAN FOR HOLIDAY INN EXPRESS – LANCASTER DUTCH HOSPITALITY, LLC: Dennis Gehringer, land use planner, and B.C. Desai, one of the 44 Strasburg Associates partners, were in attendance and reviewed their revised final plan.

Mr. Gehringer stated that he submitted plans today which address most of the Engineer’s comments from their letter dated March 28, 2014 and noted the following items:

1. It was the consensus of the members to advise the Engineer that the application has been corrected and is not a revised final plan and has been processed appropriately (Comment #1).
2. Advise the Engineer that the sewer module has been submitted and approved (Comment #14).
3. They have no concept plan for the rest of the property and are seeking the access drive connection to Old Post Lane as a second means of access. The Engineer is also recommending that the existing Type C inlet at the west side of the proposed access drive be replaced with a Type M inlet top and to install a Type C inlet downslope from the existing inlet along Old Post Lane (Comment #25). Mr. Gehringer stated that the inlet on the upper slope side is only at 7% of capacity and that there isn’t a lot of water there because it goes into the first inlet and is not a flow issue. Mr. Gehringer stated that they have provided this information to the Engineer with today’s submission.
4. Advise the Engineer that a waiver for sidewalks on Historic Drive was granted at the March 3, 2014 meeting (Comment # 28).

Mary Dresser asked the status of the E and S plan. Mr. Gehringer stated that they submitted it as a modification and have not received any comments yet.

Mr. Gehringer stated that in the Engineer's letter dated March 28, 2014, they added a new comment regarding their larger than 10' landscape strip (new Comment #8). Mr. Gehringer stated that they are proposing a wider than 10' landscape strip in order to accommodate the screening landscape buffer and trees. He doesn't believe the intent of our ordinance is to limit the landscape strip to limit the buffer size to 10' but rather requires a minimum of 10'. It was the consensus of the members that the larger than 10' landscape buffer is acceptable.

Mr. Gehringer reviewed the Lancaster County Planning Commission comments that were reviewed at last month's meeting and it was the consensus that the additional driveway to Historic Drive could not be considered because it is a limited access highway and the sidewalk waiver has already been approved.

Mary Dresser asked what size the evergreens would be when they are installed. Mr. Gehringer stated that they would be at least 5-6 feet and that, by agreement, Charter Homes will be installing them after the site grading in the area and within 30 days of the berm being completed (anticipate installation this fall but noted that our Ordinance only requires it to be completed when occupancy occurs).

The schedule for the project was discussed. Mr. Gehringer stated that he hopes for Council approval in June 2014, the owner will then obtain financing, anticipate beginning construction in the Spring of 2015, and occupancy in March or April of 2016.

Mr. Gehringer added that two additional waivers were determined necessary by the Borough Engineer and Borough Solicitor which include:

1. Waiver of the Stormwater Management Ordinance, Section 306 - the runoff is directed offsite towards McCarter Lane because of their landscaping berm with a densely planted screen area. Mr. Gehringer stated that because of the berm, there is no way he can retain that small area's runoff on-site and that the calculated runoff is a .9 CFS increase for a 100-year storm. Mary Dresser asked if the inlet was calculated to determine if it could accommodate this stormwater and Mr. Gehringer stated that inlets are studied based on ten year storms and since this one has such a minimal impact on a 100-year storm, the impact would be very small.

Mary Dresser made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of a waiver of the Strasburg Borough Stormwater Management Ordinance, Section 306, to allow for the transfer of stormwater to a different watershed as long as the conditions set forth by the Borough Engineer are met.

2. Waiver of Subdivision and Land Development Ordinance, Section 601 – Because of submittal deadlines, the Zoning Hearing variance was granted before the Planning Commission review took place so a waiver is necessary to acknowledge that all are in agreement with the procedure followed for the filing of this plan.

Shelby Nauman made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 601 regarding procedures of subdivision and to acknowledge that the plan application was submitted prior to the granting of the variance.

Mary Dresser made a motion, seconded by Shelby Nauman and passed unanimously to recommend approval of the Lancaster Dutch Hospitality, LLC Holiday Inn Express plan

conditioned upon the applicant completing any outstanding items relating to the Engineer and Solicitor's review and subject to the conditions being prepared by the Solicitor.

REVIEW AND POSSIBLE RECOMMENDATION – 208 WEST MAIN STREET – REQUEST FOR WAIVERS:

Ron Hogg, from Lake, Roeder, Hillard & Associates as well as Steve Young, owner of 208 West Main Street. Mr. Hogg distributed a revised plan and review letter dated April 7, 2014, which addresses comments from the Borough Engineer.

Mr. Hogg reviewed their response letter dated April 7, 2014 in detail:

1. A single probe was used to determine the edge of the driveway and photographs of four areas to show the existence of a driveway was provided.
2. Once the driveway is determined to be impervious, this item does not need to be addressed.
3. The topography shown on the plan is field run topography and flow arrows have been added to the plan. Mr. Hogg provided photographs and stated that there is an existing swale and landscaping on the adjoining property which would prohibit water flowing across the property line.
- 4-9. The requested information has been added or will be added to the plan.
10. During the Engineer's review, he also determined that the following three additional waivers were necessary: 1) driveway setbacks (SALDO 602.17.3(3)), 2) clear sight triangle and 3) sight distance (SALDO 602.17.3(7)). Mr. Hogg stated that he brought the paperwork along tonight to submit for these additional waiver requests. Mr. Hogg stated that they believe they have adequate sight distance and are asking for a waiver from the location of which the site distance is taken from, as detailed in Note 5 on the plan. It was discussed that the hood of a vehicle would have to be pulled out onto pavement (not cartway) in order to have the sight distance (there is no white line on West Main Street).

Mr. Hogg stated that the current use is single unit residential (is zoned for two unit residential) but that the previous use, years ago, was for a residence and a store. Mrs. Margaret Lefever, who previously owned the adjacent property, stated that the store was in operation approximately 60 years ago. Mr. Hogg stated that they are proposing for vehicles to turn around in the parking lot so that vehicles do not have to back out of the driveway.

Parking in front of the property was discussed, and it was stated that there is no parking in front of this property because of the reconstruction of the intersection. When asked what the prior owners used for a driveway, Tracey Lefever stated that the prior owner (who lived there for a long time) did not drive and that people who would pick her up would either park in front of a neighboring house to the East or would pull in the grass and then turn around. Mr. Young stated that he would be willing to consider installing a convex mirror to aid in the safe exit from the driveway. It was the consensus that it is not a safe driveway to back out of.

Mark Lefever expressed his concern about the stormwater that flows onto his property and that the added pavement to 208 West Main Street will make it even worse on his property.

Tracey Lefever stated that the existing driveway to 208 West Main Street did have some pavement at the entrance and some by the house but that the majority of the driveway was two brick wheel tracks with grass in between and added that because of this, it would be new

impervious surface if the driveway were paved. Mrs. Lefever added that they are also concerned with safety because of the many accidents and near miss accidents in the area as well as concern for the pedestrians that walk would not see vehicles exiting the property. Another concern expressed by Tracey Lefever was how close the proposed driveway is to their property line. Mark Lefever stated that when they put on their turn signal to pull into their driveway, other traffic does not think they are turning into a driveway but rather just turning down Miller Street.

Mr. Young stated that the home would potentially have the same number of vehicles if utilized as a two-unit residence as a single family residence because if the home would be used as a single family residence, it would have six bedrooms which could accommodate a large family with many vehicles.

Bob Marshall stated that he agreed with the Engineer's comment that core samples would be necessary to determine if the existing driveway is pervious or impervious. It was also the consensus that some type of signage for safety would be desirable.

If it is determined that the driveway was not previously impervious and stormwater management is necessary, Mary Dresser stated that the applicant should review the proposed new stormwater management ordinance and discuss the project with the Borough Manager to determine which ordinance applies to this project because of the timing of its filing.

Mr. Hogg asked if the Planning Commission would consider a stormwater waiver. It was the consensus of the members that they would not be in favor of that waiver.

Tracey Lefever asked if a privacy fence could be considered to be installed and Mr. Young stated that he would be willing to discuss this matter. Mr. Hogg stated that he was concerned that a privacy fence may make the area feel more congested.

It was the consensus of the members that they were not prepared to act on the waivers in light of the three additional waivers that were just applied for tonight and in order to allow for the Engineer to review the requests. The applicant agreed that they are willing to defer until a future meeting for action and would proceed with obtaining the four core samples.

Mr. Young asked if the members were in favor of the use being a two-unit residential property and it was a consensus of the members that they were not opposed to the use being a two-unit residential.

OTHER BUSINESS: None.

CITIZEN COMMENTS: None.

ADJOURNMENT: Mary Dresser made a motion, seconded by Dominick Di Bella and passed unanimously to adjourn the meeting at 8:59 p.m.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
May 5, 2014**

Members Present: Ken Johnson Bob Marshall
Dominick Di Bella Shelby Nauman
Mary Dresser

Others Present: Lisa M. Boyd, Borough Manager Steve Young
Ronald L. Hogg Jr., LRHA Mark Lefever

CALL TO ORDER AND PLEDGE TO THE FLAG: Chairman Ken Johnson called the meeting to order at 7:00 P.M., followed by the pledge to the flag. He announced that the meeting is being audiotaped to assist in the preparation of the minutes.

CITIZEN COMMENTS: None.

MINUTES OF APRIL 7, 2014: Dominick Di Bella made a motion to approve the April 7, 2014 minutes as corrected. Bob Marshall seconded the motion. Motion carried with members Marshall, Di Bella, Nauman and Dresser casting assenting votes. Member Johnson abstained from voting because he was not in attendance for the meeting.

REVIEW AND POSSIBLE RECOMMENDATION – 208 WEST MAIN STREET – REQUEST FOR WAIVERS: Ron Hogg, from Lake, Roeder, Hillard & Associates as well as Steve Young, owner of 208 West Main Street, were in attendance to review their application. Mr. Hogg distributed their response letter and a revised plan dated May 5, 2014, which addresses comments from the Borough Engineer. The Borough Manager had previously provided the GCI Environmental Services report dated May 1, 2014 which addresses the subgrade pavement evaluation.

Mr. Hogg reviewed their waiver requests in detail:

1. SALDO Section 602.17.7 – The applicant requests a modification from the access drive cartway width requirement. The Ordinance requires a 24 foot for two lanes of traffic without parking. The applicant is proposing to use the current existing drive as it exists due to site constraints. The existing drive is 7.8 feet wide at its narrowest location (southwest of the southwest building corner) and 10.5 feet wide at its widest location (northwest building corner). The Borough Engineer recommends approval because of the existing lot configuration, the applicant faces a hardship creating a larger drive width as long as the Borough is in agreement with the dwelling conversion.

Bob Marshall made a motion, seconded by Shelby Nauman and passed unanimously to recommend approval of a waiver of the Strasburg Borough Subdivision and Land Development Ordinance, Section 602.17.7 regarding access drive cartway width which is a modification from the 24 foot requirement.

2. SALDO Section 603.04 – The applicant requests a modification from the parking aisle requirement. The Ordinance requires a 25 foot width aisle for two way traffic. The applicant is proposing an aisle width that varies from 16.7 feet to 18.5 feet due to site constraints. An existing tree is located on each side of the parking spaces and parking aisle which limit the aisle width. The Borough Engineer states that based upon the

existing lot configuration and existing trees, the applicant faces a hardship creating a larger aisle width and recommends approval as long as the Borough is in agreement with the dwelling conversion.

Bob Marshall made a motion, seconded by Shelby Nauman and passed unanimously to recommend approval of a waiver from the Strasburg Borough Subdivision and Land Development Ordinance, Section 603.04 regarding parking aisle requirements which is a modification from the 25 foot requirement.

3. SALDO Section 602.17.3(3) – The applicant requests a modification from the access drive setback requirement. The Ordinance requires a 15 foot setback from any side/rear property line and the applicant is proposing a setback of approximately 1.1 feet due to site constraints. The Borough Engineer states that based upon the existing lot configuration and existing dwelling, the applicant faces a hardship creating a larger setback and recommends approval as long as the Borough is in agreement with the dwelling conversion.

Mary Dresser made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of a waiver from the Strasburg Borough Subdivision and Land Development Ordinance, Section 602.17.3(3) reducing the 15 foot setback to a 1.1 foot setback due to the hardship and site conditions.

4. SALDO Section 602.17.3(7) (ref: 602.12.6) – The applicant requests a full waiver from the clear sight triangle requirement. The Ordinance requires a 150 foot clear sight triangle for arterial and collector streets. The applicant is not proposing an alternate and states that it is not feasible to obtain the clear sight triangle. The Borough Engineer states that based upon the existing lot configuration and existing dwelling, the applicant faces a hardship providing the clear sight triangle and recommends approval with the conditions that (1) no obstructions, grading or landscape greater than three feet above the cartway grade be permitted between the drive and the property line for a distance of ten feet from the back of the sidewalk, (2) a stop sign and stop bar be provided, and (3) the Borough should also consider having the applicant install a speed hump approximately fifteen feet from the back of the sidewalk.

The applicant has added Plan Note #6 which addresses the obstructions, grading and landscaping limit.

It was the consensus that a stop sign should not be utilized at this site. Mary Dresser asked if the owner would be willing to include an amendment to their lease indicating that safety is a concern and having the tenants acknowledge and understand the special conditions of the site. Mr. Young stated that he was not opposed to that suggestion. Mary Dresser stated that a speed hump would affect the flow of stormwater. Dominick Di Bella stated that he was in favor of a mirror being placed to provide for greater visibility of both vehicles and pedestrians. Mary Dresser stated that she has seen the mirrors vandalized and the Borough Manager stated that permission from PADOT would be needed because it is along a state road. It was the consensus that adding signage and sidewalk striping be utilized to inform pedestrians that this is now a driveway that is being utilized. The Borough Manager stated that a sign may need to obtain Historic Architectural Review Board approval.

Mary Dresser made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of a waiver from the Strasburg Borough Subdivision and Land Development Ordinance, Section 602.17.3(7) (ref. 602.12.6) regarding a clear sight triangle based on the Engineer's comments and noting the addition of Plan Note #6 which restricts obstructions with the addition of the following conditions: add signage to alert pedestrians that there is a hidden driveway (with the understanding that additional approvals may be necessary from the Historic Architectural Review Board) and to require some type of painted striping on the driveway cutout to alert pedestrians to a change in conditions.

5. SALDO Section 602.17.3(7) (ref: 602.13) – The applicant requests a modification from the sight distance requirement. The Ordinance requires a 147 foot sight distance and that the sight distance be measured ten feet from the edge of paving. The applicant has modified their plan and included as Plan Note #5 that states “As recommended by the Borough Engineer, the sight distance to the west was measured from a point ten (10) feet behind the curb line. The sight distance to the east was measured from a point at the back edge of the sidewalk.” The Borough Engineer supported the modification with the conditions that (1) no obstruction, grading or landscape greater than three feet above the cartway grade be permitted between the drive and the property line for a distance of ten feet from the back of the sidewalk, (2) a stop sign and stop bar be provided, and (3) the Borough should consider having the applicant install a speed hump approximately fifteen feet from the back of the sidewalk.

The sight distances have been added to the plan and their request has been modified to request a waiver only that the sight distance to the east is measured from the back edge of the sidewalk.

The same concerns listed above regarding stop signs and speed humps were discussed for this waiver.

Mary Dresser made a motion, seconded by Shelby Nauman and passed unanimously to recommend approval of a waiver from the Strasburg Borough Subdivision and Land Development Ordinance, Section 602.17.3(7) (ref. 602.13) regarding a sight distance requirement based on the Engineer's comments and noting the addition of Plan Notes #5 and #6 which restricts obstructions with the addition of the following conditions: add signage to alert pedestrians that there is a hidden driveway (with the understanding that additional approvals may be necessary from the Historic Architectural Review Board) and to require some type of painted striping on the driveway cutout to alert pedestrians to a change in conditions.

Mr. Hogg then reviewed the site plan issues and reviewed the May 1, 2014 letter from GCI Environmental Services which stated that the existing driveway is impervious. Mr. Hogg stated that there were 12 test holes.

Mr. Young stated that he had investigated Belgian block tire pavers or cobblestones to be utilized for the driveway. Mr. Young stated that there are ten existing stepping stones from the back door to the barn that will be eliminated.

In response to the Engineer's comment #3, Mr. Hogg stated that they did not add field topography because the contours did not match with the field run topography of the property and

are proceeding with being under the 1,000 square feet of impervious surface based on the results found by GCI Environmental Services.

Mary Dresser suggested that as they are making improvements to the driveway that they should grade it in such a way to keep the stormwater sheet flowing onto their property further down or to concentrate it to the center of the driveway.

Bob Marshall made a motion, seconded by Dominick Di Bella and passed unanimously to recommend approval of the Final Plan for 208 West Main Street, granting a stormwater management exemption, noting that this project has many hardships and recognizing the conditions that are contained within the waiver requests.

OTHER BUSINESS: Shelby Nauman discussed “Lighten up Lancaster County” which is a healthy weight management program which encourages utilizing the built environment such as bike trails, pedestrian mobility and providing fresh fruit and vegetables to certain areas. She stated that they can assist with walkability audits and grant funds. It was the consensus of the members to have a representative attend a future meeting to explain the program and explain the next steps.

CITIZEN COMMENTS: None.

ADJOURNMENT: Bob Marshall made a motion, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 8:41 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

June 2, 2014 Planning Commission Meeting - Canceled

July 7, 2014 Planning Commission Meeting - Canceled

August 4, 2014 Planning Commission Meeting - Canceled

October 6, 2014 Planning Commission Meeting - Canceled

Mary Dresser stated that he needs to keep in mind the cost for engineering to develop the parcel.

Ken Johnson stated that the Planning Commission cannot give Mr. Raja any kind of approval at this time, adding that he needs to have an engineer do plans in order for them to make a decision. He also stated that he was concerned that he believes this proposal creates non-conforming lots in order put in the roadway. Ken Johnson also stated that in addition to waiver requests, he would also possibly need Zoning Hearing variances.

Mary Dresser stated that he may have issues with obtaining the sight distance at the ingress and egress and having the 25 foot setbacks for the houses.

Ken Johnson was concerned with the cars for the motel backing out onto the roadway. Bob Marshall stated that wavier requests such as this one, which affect safety, may be difficult to receive approval.

Mary Dresser stated that as much as we may want to see this property developed, there are regulations contained within the ordinances which must be followed.

The members discussed the possibility of coming into the property from Beddington Lane. Mr. Raja stated that he has considered that option, which would involve purchasing a property and removing the garage. It was discussed that this option would eliminate PennDOT issues, but he would still need to comply with the new roadway/access drive requirements and apply for waivers and/or variances.

Bob Marshall and Mary Dresser stated that the next step in the process would be for Mr. Raja to employ an engineer to develop a sketch plan for the parcel and have them review the zoning and setback requirements. Mary Dresser stated that the sketch plan would provide Mr. Raja with the feasibility of the project. Ken Johnson stated that another early hurdle he would need to address would be with PennDOT for the access.

Ken Johnson reviewed the access, suggesting that he believed the best route for him to proceed would be for it to be an access driveway, which requires a narrower travel lane than a dedicated street. Ken Johnson stated that if it were an access driveway, it would be his responsibility to maintain, which he could possibly do through the establishment of a homeowners' association.

The Borough Manager provided a copy of the Borough's official map, which shows a proposed roadway in that area and stated that this is only a municipal planning tool, but would need to be considered.

Shelby Nauman stated that the owner of 136 East Main Street is in a similar situation with expressing desire to possibly develop a piece of land behind their house and suggested Mr. Raja might want to talk to that owner.

Mr. Raja thanked the members for their assistance and stated that he will consider their suggestions.

OTHER BUSINESS: Mary Dresser stated that at the last meeting, Shelby Nauman had suggested that a representative from "Lighten up Lancaster County" could attend a future meeting to explain their program and stated that she would still like someone to attend a future meeting.

CITIZEN COMMENTS: None.

ADJOURNMENT: Bob Marshall made a motion, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 8:26 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

December 1, 2014 Planning Commission Meeting - Canceled