

Strasburg Borough Planning Commission
January 6, 2003 - 7:00 P.M.
Minutes

Members Present: Mike Sollenberger Ben Wenger
 Doug Myers Brian Groff

Others Present:

Lisa M. Boyd, Borough Manager	Cathy Dobish
Christine Drennen, Clerk	Ann Schein
Mark Johnson, RGS Associates	Velma Lutz
Keith Miller, RGS Associates	Florence Hoogerwerff
Chuck Zaleski, Keystone Homes Attorney	Priscilla Williams
Douglas Lehman, Keystone Homes Attorney	John Sigler
Cindy Hummel, Lancaster Newspapers	Henry Miller
Robert Gaynor	May Gaynor
Penny D Alessandro	Richie Stone
Joe Orndorff	Larry Shurr
Barb Denlinger	Bonnie Bosso
Earl Grove	

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Ben Wenger, acting Chairperson.

CITIZEN COMMENTS: Penny D Alessandro stated that she talked with Danny Whittle at the Lancaster County Planning Commission and asked him if condominium for people aged 55 plus qualified as a retirement village and that he stated it would not. Ben Wenger stated that he thinks Charter Homes realizes this.

MINUTES OF DECEMBER 9, 2002: Mike Sollenberger made a motion to approve the minutes of December 9, 2002, as printed, seconded by Doug Myers and passed unanimously.

INTRODUCTION OF NEW MEMBER BRIAN GROFF: Brian Groff, the newly appointed member of the Planning Commission was introduced.

Ben Wenger announced that a letter of resignation was received from Carroll Lindsay effective January 1, 2003. It was the consensus to send Carroll a letter of appreciation for his years of service to the Planning Commission.

APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN: Doug Myers nominated Mike Sollenberger as Chairman, seconded by Brian Groff and passed unanimously.

The meeting was now turned over to the Chairman, Mike Sollenberger.

Doug Myers nominated Ben Wenger as Vice-Chairman, seconded by Brian Groff and passed unanimously.

APPOINTMENT OF JT. PLANNING COMMISSION MEMBER: Because of new members and new vacancy on the Commission, this matter was tabled until the February meeting.

REVIEW OF BRENDLE/HAGELGANS PROPERTY SKETCH PLAN: Mark Johnson presented the new sketch plan for the Brendle/Hagelgans Property and stated that he felt this plan is consistent with the official map road plan, that this plan does not build all of the roads, but provides the space for the roads to be built in the future. He further stated that this plan provides approximately 4 acres of open space with a walkway from Miller Street to the park. Mr. Johnson stated that the reasons for not building the connecting road to Susan Avenue are because of the wetlands in the area and the desire of the residents of Susan Avenue to not have the roadway connected. Mr. Johnson stated that this plan does provide for removing a non-historic addition to the Hagelgans home and moving or removing the barn, with permission from the Historic Architectural Review Board. The sight visibility at the new intersection at Miller Street was preliminarily reviewed and they believe it would be acceptable, with no parking for approximately 80 feet on Miller Street. Mr. Johnson stated that they are looking for a consensus from the Planning Commission on this sketch plan before they engineer the plan.

The following comments were provided by the Planning Commission:

- This plan does not provide for a roadway connection to Douglas Heights, only the land for the roadway, and improving the grid pattern of the roadway system is desirable.
- Concern for slopes and limited visibility at the new intersection on Miller Street and that the previous connection to Miller Street at the Sigler/Pontz intersection is believed to be safer. However, if the developer can prove with documentation that the sight distance is acceptable to PennDOT, this connection would be considered.
- Trees on the Hagelgans Property were discussed and Mark Johnson stated that the evergreen tree and the tree by the house could remain but that some other trees would have to be removed.
- Stormwater basins were discussed and Mark Johnson stated that they could be privately maintained or be created to be natural areas (flat bottom, overdug and planted with grasses to naturally become wetlands to eliminate the need to mow).
- Mike Sollenberger asked if the developer was willing to make a dedication of money for open land and Mark Johnson stated that they were willing to do that.
- The road across Borough property was discussed and Mark Johnson stated that, with Council's permission, it would be an improvement to Borough property, and a land swap was not needed.
- Alignment of the road connecting to Precision Avenue was discussed and Mark Johnson stated that they were willing to do whatever was preferred.
- It was the consensus of the Planning Commission that they liked providing the land for open space and parkland.

The next steps were discussed and it was the consensus of the Planning Commission that RGS should come back with their best plan and documentation that the intersection at the Hagelgans property meets PennDOT's requirements.

Mark Johnson stated that the plan is being presented to the Parks Foundation on Wednesday, January 8, 2003, for their input.

Mike Sollenberger asked why they had submitted an extension for the previous plan and Mark Johnson stated that they are trying to keep that plan intact until they receive the direction to go ahead with a better plan.

It was the consensus of the Commission to have the Council review the following issues regarding the plan at the January 14, 2003 meeting:

1. Improvement of Borough-owned property to connect to Precision Avenue.
2. Council's desire as to the ownership and maintenance of stormwater basins (private or part of parkland and if they should be natural areas or privately maintained).

STORMWATER MANAGEMENT ORDINANCE: Lisa Boyd stated that Mark Campbell of HRG previously requested the Planning Commission review Sections 303 and 304 of the Stormwater Management Ordinance. She further stated that the Planning Commission previously discussed having HRG apply the draft ordinance to some properties and provide examples of how the new ordinance would apply. However, HRG estimated this service would cost approximately \$1,000 to \$2,000 additional. It was the consensus that since this additional money was not budgeted, this would be eliminated at this time.

Mike Sollenberger stated that he wants to be fairly strict on the amount of water that passes downstream and flexible on the ways to comply to allow people to utilize new technology and wants to encourage groundwater recharge and those techniques.

The size of improvement to trigger land development and stormwater management was discussed. Lisa Boyd explained that the current amount is 1200 square feet. Discussion regarding decreasing this amount and possibly increasing stormwater fees to develop funds to address stormwater problems. Mike Sollenberger stated that possibly setting a policy that if a developer can have a lower amount of stormwater runoff than allowed in the ordinance, the fees could be reduced a reward program. Lisa Boyd was asked to ask Mark Campbell what other municipality's fees are and to conduct an e-mail survey of other municipalities.

Lisa Boyd was asked to check with Mark Campbell to ask if the issues in his letter from March 13, 2002 were addressed or if the Planning Commission needs to provide additional information.

REVIEW OF IN-LAW QUARTER ZONING AMENDMENT: The draft ordinances from East Hempfield Township and Upper Leacock regarding in-law quarters were reviewed. It was the consensus that the sample ordinances provide good provisions and the following items be considered in our ordinance:

- In-law quarters are to be for blood-related elderly, handicapped or disabled persons.
- A plan outlining how the property will be converted back in a fixed amount of time after the in-law quarters ceased is required.
- The in-law quarters zoning approval would be through special exception.
- Investigating a yearly renewal process.

Discussing the possibility of improving an existing unattached building for in-law quarters was discussed, and should be discussed again at the next meeting. The members were asked to continue their review of this issue and have this item on the February agenda.

CITIZEN COMMENT: Larry Shurr stated that the non-historic addition proposed to be removed from the Hagelgans house is a living room, not a porch, and felt that creating a small lot would detract from the historic home.

May Gaynor stated that she felt the revised Brendle/Hagelgans plan was better from an environmental point of view and that while giving up the grid pattern of the roadway is hard to do, the environmental

gains are a benefit. She further stated that there are several documents that are developed to protect wetlands. May Gaynor also stated that another possibility for connecting the road to Precision would be to talk to Strasburg Township about eminent domain and extending Precision Avenue.

Penny D Alessandro thanked the Planning Commission for allowing citizen comments.

ADJOURNMENT: The meeting was adjourned at 9:45 P.M.

Submitted by,

Christine Drennen
Strasburg Borough Clerk

Strasburg Borough Planning Commission
February 3, 2003 - 7:00 P.M.
Minutes

Members Present: Mike Sollenberger Ben Wenger Doug Myers Brian Groff

Others Present:

Lisa M. Boyd, Borough Manager	Velma Lutz	Don Hess
Christine Drennen, Clerk	John Sigler	Stephen Smoker
May Gaynor	Robert Gaynor	Sandy Kime
Penny D Alessandro	Tony D Alessandro	Larry Shurr
Brad Botchlet	Mark Campbell, HRG	

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger.

CITIZEN COMMENTS: None.

MINUTES OF JANUARY 6, 2003: The minutes were approved as printed.

REVIEW STORMWATER MANAGEMENT ORDINANCE: Mark Campbell of HRG, Inc. was present to receive comments and changes to the draft Stormwater Management Ordinance. It was the consensus of the Committee to require compliance with the Stormwater Management Ordinance when an improvement exceeds 1000 square feet, and to incorporate this change into other ordinances as needed. It was also the consensus of the Committee to delete reference to agricultural and conservation zones, since these sections do not apply to Strasburg Borough.

Mark Campbell will research if any other municipalities have an incentive program where the fees are lowered if the stormwater management is met or exceeded.

The Planning Commission members were asked to review other sections of the ordinance and provide comments to Mark Campbell. A draft will be available for the March 3, 2003 meeting.

REVIEW IN-LAW QUARTERS ZONING AMENDMENT: The in-law quarters zoning amendment was reviewed and the following items were agreed upon:

- In-law quarters are to be for blood-related (by birth or adoption): elderly, handicapped or disabled persons.
- A plan outlining how the property will be converted back within six (6) months after the in-law quarters use has ceased is required. A possible six (6) month extension is allowed with backup documentation.
- Require a yearly renewal process.
- The accessory dwelling unit shall be physically connected to the principal dwelling unit or shall be a converted existing detached building which maintains the same footprint.

The staff was asked to draft a sample ordinance incorporating the changes that were discussed and supply to the members for review prior to the next meeting.

APPOINTMENT OF JOINT PLANNING COMMISSION MEMBER: Ben Wenger made a motion, seconded by Brian Groff and passed unanimously to recommend Doug Myers to the Joint Planning Commission, to replace Gail Anderson as the Planning Commission representative.

REVIEW OF HISTORIC PROPERTIES PARTNERS SKETCH PLAN: Sandy Kime and Stephen Smoker were present and reviewed Mr. Smoker's plans for a single-story commercial building (pharmacy and a Subway sub shop) along Historic Drive. The style and construction for this building will be similar to the bank and post office, and the parking requirements have been met and exceeded.

During discussion about the plan, Mr. Smoker stated the following items regarding this plan:

- Access points - The access points along Historic Drive are temporary accesses because the exact location of the permanent accesses has not yet been determined.
- Road maintenance - If the bypass does not go through, the property owners are required to maintain the roadway.
- Traffic signal at 896 & Historic Drive - Based on previous traffic counts they have not yet reached the requirement for a signal but they are getting close with the traffic increase projected with this plan.
- 896 Bypass - As noted on previous plan notes, all property owners along Historic Drive have signed that they will cooperate with the Borough for the 896 Bypass.
- Stormwater - A decision between using the existing stormwater basin or building a new facility will be based on the requirements of the ordinance.
- Dumpsters - One dumpster is provided per building.
- The primary driveway is through the center of the buildings, the rear driveway is primarily for the dumpsters, drive-up for the bank, and for post office vehicles.
- Intersection B' is most likely to be signalized, not intersection A'."
- Intersection A' would be a full-access intersection that is stop sign controlled for traffic coming onto Historic Drive.
- Trees and sidewalks will be included according to the requirements of the Zoning Ordinance.
- The walkway from Decatur Street will remain as is until it is replaced when the bypass goes through.

He further stated that they intend to follow the same steps that were followed for the building of the post office and his office building.

Mr. Smoker also stated that he has no intentions of proposing additional buildings until the bypass is built; if the bypass is abandoned, he will develop as he is allowed through the Zoning Ordinance.

OTHER BUSINESS: Mike Sollenberger noted receipt of an extension of time to consider the Brendle/Hagelgans plan until March 11, 2003.

CITIZEN COMMENT: May Gaynor reviewed the information that was distributed to the members of the Planning Commission.

ADJOURNMENT: Ben Wenger made a motion to adjourn at 8:35 P.M., seconded by Doug Myers and passed unanimously.

Submitted by,

Christine Drennen
Strasburg Borough Clerk

Strasburg Borough Planning Commission
March 3, 2003 - 7:00 P.M.
Minutes

Members Present: Mike Sollenberger Ben Wenger Doug Myers
 Brian Groff Michael Raub

Others Present:

Lisa M. Boyd, Borough Manager	May Gaynor	Jeff Stoltzfus
Christine Drennen, Clerk	Penny D Alessandro	Tony D Alessandro
Bob O'Donnell	Kathy O'Donnell	

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger.

CITIZEN COMMENTS: Chairman Mike Sollenberger introduced the new member to the Planning Commission, Michael Raub.

MINUTES OF FEBRUARY 3, 2003: The minutes were approved with the correction of the next meeting date being March 3, 2003.

REVIEW STORMWATER MANAGEMENT ORDINANCE: Strasburg Borough was recently placed on the list of municipalities that DEP has additional MF4 requirements for Stormwater Management. A proposal has been requested from HRG, Inc. to include the additional requirements as required by DEP, in the Stormwater Management Ordinance that is currently being revised. Ben Wenger made a motion to recommend to Strasburg Borough Council that they appropriate the additional funds, at their discretion, to continue the revision of the Stormwater Management Ordinance, seconded by Doug Myers and passed unanimously.

REVIEW IN-LAW QUARTERS ZONING AMENDMENT (ACCESSORY DWELLING UNITS):

The accessory dwelling unit zoning amendment was reviewed at length and the following items were agreed upon:

- In-law quarters will be allowed by special exception in all residential and commercial zones.
- A maximum of two (2) people will be permitted to reside in the in-law quarters.
- (Section 400A.7.) The accessory dwelling unit shall be removed within six (6) months after it is no longer occupied by a person who qualifies for the use, or the petitioner shall provide a statement of intended future use that conforms with the Zoning Ordinance for a single family dwelling unit.

Ben Wenger made a motion to recommend the draft Accessory Dwelling Unit Ordinance amendment to Strasburg Borough Council for their review, seconded by Brian Groff and passed unanimously.

Lisa Boyd was requested to check with Paradise Township regarding their Accessory Dwelling Unit ordinance and what they require when it is no longer occupied by a person who qualifies for the use. Lisa will also check with Barry Wagner regarding two kitchens in a single family dwelling unit.

OTHER BUSINESS: Mike Sollenberger noted receipt of an extension of time to consider the Brendle/Hagelgans plan until May 13, 2003. He also stated that he received verbal intention of RGS to submit another plan to be reviewed at the April Planning Commission meeting.

CITIZEN COMMENT: May Gaynor stated that during the rain a few weeks ago, the Brendle/Hagelgans property was extremely flooded, stating that the footprint of the floodplain that is listed in the Comprehensive Plan was consistent with the flooding. She further stated that Susan Avenue had significant water problems, and she is concerned about water problems for the homeowners on Susan Avenue and the future homeowners for the proposed Brendle/Hagelgans development. Ben Wenger stated that a lot of people experience water problems, especially with the recent large amount of snow melt and rain. He further stated that a builder is required to address the stormwater management when designing a development. Mike Sollenberger stated that the Stormwater Management Ordinance was written after the Douglas Heights Development was built, and that adds to why they and other older developments experience stormwater management problems.

May Gaynor asked about the undesirable soil in the area of the proposed Brendle/Hagelgans development. Mike Sollenberger stated that a plan note can be added disclosing the condition of the soil and also stated that the Soils and Geology map from the Comprehensive Plan will be compared to the proposed development plans.

ADJOURNMENT: Ben Wenger made a motion to adjourn at 8:30 P.M., seconded by Michael Raub and passed unanimously.

Submitted by,

Christine Drennen
Strasburg Borough Clerk

Strasburg Borough Planning Commission
April 7, 2003 - 7:00 P.M.
Minutes

Members Present: Mike Sollenberger Ben Wenger Doug Myers
 Brian Groff Michael Raub

Others Present:

Lisa M. Boyd, Borough Manager	Jeff Rutt	May Gaynor
Christine Drennen, Clerk	Penny D Alessandro	Tony D Alessandro
Bob Gaynor	Irene Sigler	John Sigler
Velma Lutz	Ann Schein	CathyDobish
Mark Johnson, RGS Assoc.	Glenn Brendle	Mary Jane Fisher
Keith Miller, RGS Assoc.	Clair Denlinger	Harold Wiker
Larry Shurr	Pauline Shurr	Jeff Stoltzfus
Cindy Baker	Ronald Bowman	

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger who announced that the meeting was being audiotaped and maintained for the Borough's use until the minutes are prepared.

CITIZEN COMMENTS: None.

MINUTES OF MARCH 3, 2003: The minutes were approved as printed.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE CURB REGULATION

AMENDMENT: The amendment to the Subdivision and Land Development Ordinance is to bring the ordinance consistent with the other Borough ordinances regarding permitted curb types. Ben Wenger made a motion to recommend to Strasburg Borough Council to accept the Subdivision and Land Development Ordinance Curb Regulation Amendment, seconded by Doug Myers and passed unanimously.

BRENDLE/HAGELGANS SKETCH PLAN: Jeff Rutt, President of Keystone Custom Homes reviewed his company and displayed photographs of some typical homes they have built. Mark Johnson of RGS Associates reviewed the history of the process that the Trails at Strasburg plan has been through and reviewed the previously submitted plan showing the connection to Miller Street and Susan Avenue. Mark Johnson stated that the reasons they are in favor of the current Trails at Strasburg sketch plan include:

- This plan conserves wetlands.
- DEP doesn't like putting a road through wetlands.
- The detention area will control flooding.
- Walking trails connect to the Strasburg Park.
- The Cul-de-sac length is consistent with the allowed length, calculating length based on the emergency access through the Hagelgans property.
- Provides the ability to build connecting roads in the future, if desired.
- Promotes open space.
- Can provide a wooden walkway to Susan Avenue.
- Paved emergency access through the Hagelgans Property with knock-down ballards to control access.

- Received a letter from Harold Wiker, Chairman of the Borough Authority, expressing interest in a possible wellsite. A geologist stated there was possible water in this area and this plan provides land to be dedicated to the Borough for this purpose and open space. Harold Wiker further stated that the desire to locate a wellsite to bring water into the Borough from a different direction other than the East is desirable because currently all the water comes from the East. He also stated that locating a well within the Borough would eliminate the Borough having to pull water from another Township to supply water to the Borough.
- Received a letter from Vortex, a company that works with wetlands, supporting not crossing the wetlands and expressing environmental concerns.
- Provides a right of way in the cul-de-sac to provide an area to allow snow to be plowed.
- Keystone Custom Homes is willing to make a substantial donation (possibly \$300,000) that can be used by the Borough for any improvement they feel is warranted (such as developing a new wellsite, roads, maintaining detention basins, etc.)

Ben Wenger stated that at the end of 2002, the Planning Commission had gotten pretty far with reviewing the plan that connects to Susan Avenue and Miller Street and received comments from HRG that needed verification. Ben Wenger stated that RGS then suddenly went back to developing the plan that does not connect to Susan and Miller.

Mike Sollenberger stated that there are significant issues that need reviewed. He further stated that some of the issues he was concerned with include: crossing the Strasburg Parkland to get to their development, installing a cul-de-sac that is too long, installing stormwater basins on property that is to be dedicated to be public property, incomplete traffic grid pattern, and screening of Strasburg and Jaycee Parks. Mike stated that he does like preserving wetlands, the walking trails and agrees that the well site should be evaluated. He would like the developer to incorporate these issues to develop a compromise plan. He stated that he feels it is the responsibility of the developer to install all the infrastructure needed to provide for the entire development.

Harold Wiker stated that as a citizen he believes the long connecting road to Miller Street would be costly for the Borough to maintain, only a few cars would use it, and that no houses would be built along the majority of the roadway.

May Gaynor stated that the area is designated as soil that is not to be developed. Mike Sollenberger stated that only some of the area is designated that way.

Cindy Baker asked why houses were proposed to be built within the 100-year floodplain. Mark Johnson stated that the house would be built accordingly and the 100-year floodplain line runs next to the house.

The following items were discussed and agreed by Mark Johnson:

- The stormwater basins could be attached to the private lots instead of being public ground.
- Sidewalks would extend from the development to Precision Avenue.
- A buffer (screening) could be provided between the development and the Strasburg Park and the Jaycee Park and will try to preserve as many existing trees as possible.
- A warranty/maintenance period can be provided for the detention basins.
- They could work with the Borough to utilize an adequate landscaper to handle wetlands.
- According to preliminary stormwater estimates, the smaller stormwater basin would be approximately 5 feet deep and the larger basin approximately 2 feet deep. Mark Johnson stated that this is because the basin is designed to only control the area that is being developed, not to correct the surrounding stormwater problem areas.
- The proposed emergency route would not disturb the existing trees on the Hagelgans Property.
- The sidewalks connecting to Precision Avenue could be either maintained by the Borough or worked out to have someone else maintain them.

Robert Gaynor stated that he likes the Trails at Strasburg plan because it preserves open space, likes the walking path, likes protecting the wetlands and applauds the efforts of the developer. May Gaynor stated that the cul-de-sac plan is a good, conservational plan that protects wetlands. She further stated that the LCPC states that new development should enhance the community and believes this plan does that.

Cathy Dobish stated that the discussion regarding the wellsite is a new issue to the Borough Council and the Planning Commission.

A next step would be to work with a geologist to review the site for a possible wellsite. However, this is a lengthy process.

Mike Sollenberger stated that the cul-de-sacs are not in compliance, the Zoning Ordinance only provides for allowing a 400 cul-de-sac and the Subdivision and Land Development Ordinance states that cul-de-sacs are not the preferred street development because they prohibit traffic flow.

Brian Groff stated that without knowing the water situation, he cannot make a decision. He stated that even if a well is not located in the area, funds should still be provided to be used by the Borough to locate a well elsewhere. Mark Johnson stated that the Trails at Strasburg plan is the only plan that provides for the funding and the well. Jeff Stoltzfus asked how large the wellhead protection area would be if a well were located. This will be researched.

Ben Wenger and Mike Sollenberger agreed that improving the grid pattern of the roadway is important.

Doug Myers stated that he felt the wellsite is very valuable.

Mike Sollenberger asked the Planning Commission members to come prepared to make a decision to move the plan along at the May Planning Commission meeting. He further stated that RGS needed to answer the questions asked of them during the November review of the preliminary plan, but the Planning Commission would make a decision based on the information we had on hand.

Jeff Rutt asked if they could propose the Trails at Strasburg plan to the Strasburg Borough Council prior to the next Planning Commission meeting or have a joint meeting on April 22, 2003. Mike Sollenberger stated that he will take the request under advisement and he will discuss this with Borough Council.

OTHER BUSINESS: Mike Sollenberger reported that he attended the Route 30 bypass meeting, and provided his comments to the Planning Commission and Council. He spoke with PennDOT and asked what impact the different plans have on Strasburg Borough. He was advised that the do nothing plan has the most adverse impact on the Borough because it promotes additional truck traffic on Route 741. The other options would reduce truck traffic in the town but have no direct impacts on the Borough.

CITIZEN COMMENT: None.

ADJOURNMENT: The meeting was adjourned at 9:00 P.M.

Submitted by,

Christine Drennen
Strasburg Borough Clerk

Strasburg Borough Planning Commission
May 5, 2003 - 7:00 P.M.
Minutes

Members Present: Mike Sollenberger Ben Wenger Doug Myers
Brian Groff Michael Raub

Others Present:

Lisa M. Boyd, Borough Manager	Jeff Rutt	Mark Johnson
Christine Drennen, Clerk	Penny D Alessandro	Bob O'Donnell
Kathy O'Donnell	Robert Gaynor	May Gaynor
Richard Hermann	Irene Sigler	John Sigler
Jeffrey Stoltzfus	Jim Ross	Sue Clemmer
Brittany Clemmer	Carmen Myers	Pauline Shurr
Larry Shurr	Bonnie Bosso	Velma Lutz
Thomas Groff	Cindy Baker	Sandy Kime

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger who announced that the meeting was being audiotaped and maintained for the Borough's use until the minutes are prepared.

CITIZEN COMMENTS: None.

MINUTES OF APRIL 7, 2003: Ben Wenger made a motion to approve the minutes of April 7, 2003 as printed, seconded by Brian Groff and passed unanimously.

STORMWATER MANAGEMENT ORDINANCE: Mark Campbell of HRG, Inc. presented an overview of the changes in the Stormwater Management Ordinance, stating that this was modeled after Lancaster County's Ordinance. It was the consensus of the Planning Commission to review the ordinance and act on the ordinance at the June 2003 meeting.

S.E. SMOKER PRELIMINARY/FINAL LAND DEVELOPMENT PLAN REVIEW: Sandy Kime presented the plan for Building #300 for the pharmacy. As allowed, a meeting was held today between Steve Smoker (developer), Mark Campbell (engineer) and Lisa Boyd (Borough Manager). Mr. Campbell stated that several issues outlined in his comment letter were addressed as a result of their meeting this afternoon and that he did not feel the remaining issues warrant delay in acting on the plan. The three waivers being requested are: landscaping (temporary because grading is temporary and final landscaping will be installed after the location of relocated Historic Drive is known). The landscaping waiver is a temporary waiver, with the landscaping required by 2006.

The other waiver being requested is the waiver of the traffic impact study, because an updated traffic study for the entire roadway is being done in the next few months. The third waiver being requested is the waiver to allow for the filing of joint preliminary/final plan.

The water/sewer line improvements were discussed and Sandy Kime stated that the preliminary/final plan has a plan note that will require the water and sewer lines to be improved within 5 years of the approval of the plan.

One of the LCPC comments addressed a temporary sidewalk and Sandy Kime indicated that they could install a temporary sidewalk in to connect to the existing sidewalk on Historic Drive. Screening will be

installed around the dumpsters was discussed and Sandy Kime stated that additional screening will be installed on one side of the dumpster area.

Mike Sollenberger asked about the Highway Occupancy Permit. Steve Smoker stated that his request to PennDOT included the existing buildings on Historic Drive and the proposed pharmacy, and written documentation was received from PennDOT that stated that a Highway Occupancy Permit was not required.

Penny D Alessandro asked about additional screening between the Smoker property and the residential area along North Decatur Street. Mr. Smoker stated that the homes along North Decatur Street are zoned Commercial and they would be installing the required buffers against a Commercial Zone when the development gets closer to that area.

Mr. Smoker stated that the appearance of the pharmacy will be similar to Historic Strasburg Inn and the Hometowne Heritage Bank and the Post Office. He further stated that he has used and will use the same brick that is on Historic Strasburg Inn and the street lights will be expanded to match the existing lighting along Historic Drive.

May Gaynor stated that she thought the developer planting trees along the parking areas and planting an expanded buffer area would be a good will gesture to the public. Sandy Kime stated that the majority of the internal landscaping has been installed and the interior parking lot trees and shrubs will be installed. Ben Wenger made a motion to accept the SE Smoker Building #300 Pharmacy plans as presented and to recommend the plan to Strasburg Borough Council. His motion included granting the waivers for preliminary/final plan, landscaping and traffic impact study. The motion was seconded by Mike Raub. Mike Sollenberger and Doug Myers stated that the reason they are not voting to approve the plan was because they wished for additional time to review the information that was submitted today. The motion passed with members Raub, Groff and Wenger voting for the motion and members Sollenberger and Myers voting against the motion.

BRENDLE/HAGELGANS PLAN REVIEW: Mark Johnson of RGS Associates and Jeff Rutt of Keystone Custom Homes were present and reviewed the plans that were being considered by the Planning Commission. The preliminary plan is the plan that shows the connection to Miller Street and Susan Avenue. The sketch plan is the "Trails at Strasburg" plan that includes a walking trail that connects to the park, connects to Precision Avenue and has two cul-de-sacs.

May Gaynor stated that she felt the sketch plan that provides for the park and walking trail was a good plan, that it incorporated conservation and environmental considerations, and that it meets current ideas about planning and smart growth. She further stated that she feels the citizens are very positive about the open space plan.

Rich Hermann stated that having a plan without access to Miller Street is positive because of the speed and safety concerns of an additional intersection with Miller Street. He also stated that the addition to the park would be enviable of other communities. May Gaynor stated that the 6th accident in 2 years occurred a few weeks ago on Miller Street in the area of the proposed intersection.

Penny D Alessandro asked about financial assistance from the developer to develop the wetlands. Mark Johnson stated that the wetlands would be seeded and maintained as natural as possible but no additional funding would be provided because this plan proposed land dedicated to the park, exercise stations and the financial allocation to the Borough.

Larry Shurr stated that he felt the sketch plan was an excellent plan in that it preserves the wetlands and provides for a potential wellsite for the Borough.

May Gaynor asked about a boardwalk path connecting to Susan Avenue for the sketch plan. Mark Johnson stated that could be included.

Pauline Shurr stated that the sketch plan improves the historic street scene with the addition of the park.

Mike Raub outlined some concerns about the sketch plan which include:

- The plan does not meet the Subdivision & Land Development Ordinance guidelines for grid street plans.
- Cul-de-sacs are not the "historic" method of installing streets.
- If a connecting street were installed to Miller Street, it would disburse the traffic out onto the other connecting streets (Precision and Susan) and not concentrate all of the traffic onto the Miller Street intersection.
- The cul-de-sacs do not meet the criteria of the SLDO by two factors in that the cul-de-sac is too long and intersects with a street is also a cul-de-sac.
- Lots 9, 10 and 20 are in flood plains that are shown on the preliminary plan.
- Floor elevations are to be above 2 and for the corner lot it would be a problem to keep the home out of the wetlands.

Ben Wenger stated that if the sketch plan were followed, residents of the new development would have to go the whole way out and around Precision and Hampden to travel West.

Mike Sollenberger outlined the following concerns about the trails sketch plan:

- The proposed emergency access drive does not qualify as a street so the length of the cul-de-sac issue is not addressed.
- The barriers to control access to the emergency access drive could slow down emergency response to the area.
- Disturbing the Hagelgans property by installing the emergency access would diminish its historic qualities.
- As Council stated earlier this year, they do not want the stormwater basins on parkland or public property because of the liability and maintenance issues.
- The potential well is desirable but the amount of time required to review the possibility of a well is substantial. Because of timing, the possible wellsite can not be a key factor in determining which plan to recommend.

Jeff Rutt stated that he felt that when the grid system for the official map was developed, he didn't feel the need to cross wetlands and the impact on the environment was studied. He also stated that the stormwater basins could be placed on public or private land, that they were flexible on that issue.

Doug Myers stated that connecting to Miller Street is a primary goal, but that he was in favor of preserving the wetlands on Susan Avenue. Mike Sollenberger stated that the wetlands area impacted by connecting the street to Susan Avenue is approximately .10 of an acre, which is minimal. Brian Groff stated that in reviewing the preliminary plan and as stated last month, the possibility of installing box culverts under the road to allow the natural flow of the wetlands will be explored.

Mike Sollenberger made a motion that stated:

The Strasburg Borough Planning Commission recommends approval of the Preliminary Subdivision Plan for the Brendle & Hagelgans property, originally submitted in June 2002, and amended in November 2002, if all of the following conditions are met:

1. Respond to and complete to the satisfaction of the Borough Engineer and Borough Council the forty-seven issues raised in HRG's letter dated November 1, 2002.
2. Provide a stormwater control plan, with supporting documentation that complies with the current Borough Stormwater ordinance. Provide evidence that stormwater from Street A south of the Susan Avenue intersection, Street B, and Susan Avenue is controlled in accordance with our Stormwater Ordinance, to the satisfaction of the Borough's engineer and Council. Provide a stormwater plan that would have all stormwater detention basins contained within privately owned lots, not on any land donated to the Borough.
3. Provide proof that all necessary State and Federal permits and approvals have been obtained for the Susan Avenue right of way that crosses wetlands and for the Street A right of way that crosses wetlands.
4. Provide current and future owners along the right of way that will contain Street B with access to Street B. Provide curb cuts and right-of-way for the future potential extension of Sunset Avenue.
5. Provide appropriate screening/buffer area along the boundary of the development property with the Borough Park and JC Park, to the mutual satisfaction of Borough Council, the Parks Board, and the JC Park Board. Provide for a sewer line extension to JC Park.
6. Remove the house from Lot 16 if the house cannot be sited on land currently owned by the developer.
7. Provide proof of disclosure to all future landowners in the development of the 100-year flood plain delineation, and the area containing soils with severe development constraints.
8. If the developer donates any land to the Borough, improvements should be made to it in the form of plantings and walkways, to the satisfaction of the Parks Board and Borough Council, before donation is accepted.
9. Waterlines for the development should be designed to provide looping of the Borough's water system.

Further recommends that Borough Council deny permission to cross Borough property to connect to Precision Avenue unless all of the conditions listed above are met to the satisfaction of Borough Council. Recommend that Borough Council grant the developer's request for the Clear Sight Triangle at the Intersection of Street B and Miller Street, subject to the conditions outlined in HRG's letter dated November 1, 2002.

Recommend the waiver for Flag Lots be denied, also as outlined in HRG's letter of November 1, 2002. Recommend that the waiver for pipe materials be granted. Motion was seconded by Ben Wenger and passed 5-0.

OTHER BUSINESS: Ben Wenger made a motion to accept the extension of time in which to consider Subdivision or Land Development Plan for the Brendle/Hagelgans Plan dated June 20, 2002, revised October 18, 2002, granting Strasburg Borough Council until June 10, 2003 to consider the plan, seconded by Mike Raub and passed unanimously.

CITIZEN COMMENT: Pauline Shurr, Irene Sigler, May Gaynor, Richard Hermann, and John Sigler stated that they were disappointed with the decision of the Planning Commission approving the Brendle/Hagelgans preliminary plan.

Jeff Rutt asked that preserving the wetlands and eliminating the connection to Susan Avenue be considered in the future.

Mike Sollenberger stated that approving the preliminary plan does not rule out the possibility of incorporating trails and a park.

Bonnie Bosso asked the Planning Commission to not allow houses in the Brendle/Hagelgans development to be built in wetlands because she feels the new homes, if placed in the wetlands, will have water problems in their homes similar to the water problems the residents of Susan Avenue already have.

ADJOURNMENT: Mike Raub made a motion to adjourn the meeting at 9:55 PM, seconded by Brian Groff and passed unanimously.

Submitted by,

Christine Drennen
Strasburg Borough Clerk

**STRASBURG BOROUGH PLANNING COMMISSION
MINUTES
JUNE 2, 2003 - 7:00 P.M.**

Members Present: Mike Sollenberger Ben Wenger Mike Raub Brian Groff

Others Present:

Lisa M. Boyd, Borough Manager	Penny D Alessandro
Christine Drennen, Clerk	May Gaynor
Cindy Hummel, Lancaster Newspapers	Robert Gaynor

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger who announced that the meeting was being audiotaped and maintained for the Borough's use in preparing the minutes.

CITIZEN COMMENTS: None.

MINUTES OF MAY 5, 2003: Ben Wenger made a motion to approve the minutes of May 5, 2003 as printed, seconded by Brian Groff and passed unanimously.

STORMWATER MANAGEMENT ORDINANCE: Mike Raub made a motion, seconded by Brian Groff and passed unanimously to approve and recommend the Stormwater Management Ordinance to Strasburg Borough Council, with the changes to Section 601 Fees and Expenses to be the actual total cost to complete the review and change 306B to state that the percentage of permitted runoff when an area is developed shall not exceed 80% of predevelopment, conditioned on the engineer reviewing the proposed change to verify if any additional changes were necessary due to the change in Section 306B.

ACKNOWLEDGMENT OF BRENDLE/HAGELGANS EXTENSION: Ben Wenger made a motion to accept the extension of time in which to consider Subdivision or Land Development Plan for the Brendle/Hagelgans Plan dated June 20, 2002, revised October 18, 2002, granting Strasburg Borough Council until August 12, 2003 to consider the plan, seconded by Mike Raub and passed unanimously.

OTHER BUSINESS: Lisa Boyd reported that the Accessory Dwelling Unit Ordinance and No-Impact Home-Based Businesses Ordinance would be on the July Planning Commission Meeting.

CITIZENS COMMENTS: May Gaynor stated that there was some confusion regarding the conditions for the Brendle/Hagelgans approval granted at the May Planning Commission meeting. Mike Sollenberger stated that the complete list of conditions is included in the minutes and the minutes are now public information and are available both in the office and on the website.

May Gaynor stated that since Council has expressed the desire to reduce Solicitors' fees, would the public be permitted to review and comment on draft ordinances prior to the ordinance being reviewed by the Solicitor. Mike Sollenberger stated that Ordinances are required to be written by the Solicitor and the Solicitor prepares the Ordinance in proper format and verifies that it is written according to law. Citizens are always provided a public inspection and comment period prior to the Ordinance being adopted. Bob Gaynor asked if steps could be taken to ensure that the Stormwater Management Ordinance does not go 15 years before it is reviewed again. Mike Sollenberger stated that the MPC has regulations to require periodic reviews but also stated that the Borough also has several other ordinances that require regular reviews and each review costs money.

ADJOURNMENT: Ben Wenger made a motion to adjourn the meeting at 8:10 P.M., seconded by Mike Raub and passed unanimously.

Respectfully Submitted,

Christine Drennen
Clerk

**STRASBURG BOROUGH PLANNING COMMISSION
MINUTES
JULY 7, 2003 7:00 P.M.**

Members Present: Mike Sollenberger Ben Wenger
Mike Raub Brian Groff
Doug Myers

Others Present:
Lisa M. Boyd, Borough Manager Larry Shurr
Patti Bachman, Admin. Assist. May Gaynor
Bruce Ryder, Mayor

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger who announced that the meeting was being audiotaped and maintained for the Borough's use in preparing the minutes.

CITIZEN S' COMMENTS: None.

MINUTES OF JUNE 2, 2003: Minutes stand approved.

REVIEW OF THE ROUTE 896 RELOCATION PLAN: Mayor Ryder was in attendance to give a brief update on the Route 896 Relocation Plan. Mayor Ryder stated that the plan will also be reviewed by the Strasburg Township Planning Commission and the Lancaster County Planning Commission. It was the consensus of the Planning Commission to table action on this plan until the Lancaster County Planning Commission looks over the plan and returns with its comments.

REVIEW AND RECOMMENDATION OF THE NO-IMPACT HOME-BASED BUSINESS ORDINANCE: The members of the Planning Commission reviewed the draft ordinance from the Solicitor and the comments from the Lancaster County Planning Commission. A motion was made by Ben Wenger, and seconded by Mike Raub to recommend the proposed ordinance that complies with Acts 2 and 43 of 2002, and that the proposed ordinance providing regulations for accessory dwelling units is in accordance with the objectives of the formally adopted comprehensive plan. Motion carried unanimously.

REVIEW AND RECOMMENDATION OF THE ACCESSORY DWELLING UNITS ORDINANCE: A motion was made by Ben Wenger, seconded by Brian Groff and passed unanimously to recommend to Borough Council the Accessory Dwelling Unit Ordinance with a change to Section 446.8, adding the word "modifications" after the word unit. This motion also includes that the proposed ordinance is in compliance with the objectives of the formally adopted comprehensive plan.

OTHER BUSINESS: Mike Sollenberger stated that he recommends the members who have not taken the Master Planner's Course, to do so. Mike also reminded members that the Joint Planning Commission will be meeting Tuesday, July 15, 2003 at 7:30 p.m. in the Borough Offices. Mike also encouraged all the members to attend the Borough Council meeting on Tuesday, July 22, 2003 at 7:30 p.m. when the Brendle/Hagelgans plan will be on the agenda.

CITIZEN COMMENTS: May Gaynor stated that it might be a good idea for the Borough to look into a watershed study and its costs. Mike Sollenberger stated that the Borough is already in the process of doing so. Mike also mentioned that the .8 water run-off factor would not be a good idea for the new Stormwater Ordinance and that to change to a .8 factor means that the Borough needs to do a Watershed

study, and that would cost a lot of money that the Borough doesn't have, and the LCPC was not planning on doing out watershed any time soon.

ADJOURNMENT: Ben Wenger made a motion to adjourn the meeting at 8:07 P.M., seconded by Mike Raub and passed unanimously.

Submitted by:

Lisa M. Boyd, Secretary

August 4, 2003 - Meeting Cancelled

**STRASBURG BOROUGH PLANNING COMMISSION
MINUTES
SEPTEMBER 8, 2003 - 7:00 P.M.**

Members Present: Mike Sollenberger Ben Wenger
 Mike Raub Brian Groff
 Doug Myers

Others Present:
 Lisa M. Boyd, Borough Manager
 May Gaynor
 Robert Gaynor

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Mike Sollenberger who announced that the meeting was being audiotaped and maintained for the Borough's use in preparing the minutes.

CITIZEN COMMENTS: May Gaynor stated that they provided the Borough Manager with 3 tapes that relate to water resources. The tapes are available for the members to view.

MINUTES OF JULY 7, 2003: The minutes of the July 7, 2003, meeting were approved as printed.

STORMWATER MANAGEMENT PRESENTATION ANDY WEAVER, LANCASTER COUNTY PLANNING COMMISSION:

Andy Weaver of the Lancaster County Planning Commission reviewed options available for stormwater management and presented a power point presentation regarding ways to handle stormwater management. He also discussed release rates and the work that the County has done in mapping other watershed's stormwater release rates. The Pequea Watershed, which Strasburg Borough is a part of, has not yet been mapped and the mapping is planned to begin in approximately 4 years.

Mr. Weaver stated that one means to lessen stormwater runoff is education, such as teaching people to allow water to run across their yard to allow it to soak in instead of piping it to the road to go into a storm drain. He also stated that a solution could be if everyone in the town had rain barrels, this alone can create an 80% release rate. Another option to reduce stormwater is utilizing cisterns to catch water to be used for uses such as watering plants. Encouraging existing homes to improve groundwater recharge could also be pursued.

Mike Sollenberger asked the members to consider everything that was learned from Mr. Weaver regarding Stormwater Management and come back to the next meeting with a release rate recommendation to include in the ordinance.

Lisa Boyd suggested that we may need to review the sidewalk ordinance because it allows for drains to be installed which allows the stormwater to run directly to the road.

JOINT PLANNING COMMISSION UPDATE: Mike Sollenberger reported that the Regional Joint Planning Commission has been meeting to update the Comprehensive Plan and has now come to a crossroads where additional help is needed to assist in the rewrite and to also identify funding sources. At the August 2003 meeting, Mark Stivers with the LCPC, identified some options that are currently being pursued to assist in the update.

OTHER BUSINESS: The cost to incorporate the additional changes required by DEP for the Stormwater Management Ordinance by HRG is \$700.00. Ben Wenger made a motion to recommend Strasburg Borough Council approve the additional \$700 for the amendment to the Stormwater Management Ordinance, seconded by Mike Raub and passed unanimously.

CITIZENS COMMENTS: None.

ADJOURNMENT: The meeting was adjourned at 8:55 P.M.

Respectfully Submitted,

Christine Drennen
Clerk

October 6, 2003 - Meeting Cancelled

**STRASBURG BOROUGH PLANNING COMMISSION
MINUTES
NOVEMBER 10, 2003 - 7:00 P.M.**

Members Present: Mike Sollenberger Ben Wenger
 Mike Raub Brian Groff

Others Present:

Lisa M. Boyd, Borough Manager
Christine Drennen, Clerk
May Gaynor
Robert Gaynor
Penny D Alessandro

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Michael Sollenberger who announced that the meeting was being audiotaped and maintained for the Borough's use in preparing the minutes.

CITIZEN COMMENTS: None.

MINUTES OF SEPTEMBER 8, 2003: Ben Wenger made a motion to approve the minutes of the September 8, 2003 meeting, seconded by Brian Groff and passed unanimously.

REVIEW OF THE ROUTE 896 RELOCATION PLAN: Ben Wenger made a motion, seconded by Mike Raub and passed unanimously to recommend to the Borough Council that the Route 896 Relocation Project is in accordance with the objectives of the formally adopted Borough Comprehensive Plan, as shown on the Borough and Township Official Maps, was recommended by the Route 896 Corridor Study, is in accordance with the County's Comprehensive Plan, and therefore should be approved.

REVIEW OF STORMWATER MANAGEMENT ORDINANCE: Ben Wenger made a motion, seconded by Brian Groff and passed unanimously to recommend to Borough Council to approve and forward the Draft Stormwater Management Ordinance, which includes all PADEP protocol, to the Borough solicitor for his review and comment before formal action to adopt is taken.

JOINT PLANNING COMMISSION UPDATE MIKE SOLLENBERGER: Mike Sollenberger, co-chair of the Strasburg Regional Joint Planning Commission, stated that Mark Stivers is the Borough's new liaison from the LCPC, and Mark has been at the last two Joint meetings with Jim Cowhey and they have come up with a plan to assist the Borough and Township with the Joint Comprehensive Plan Update. Mike reported that the Borough and Township have written a letter to the County asking for \$20,000 to be included in the County's 2004 Budget for the update of the Strasburg Region Joint Comprehensive Plan. Jim Cowhey informed us that it has been the County's policy to fund joint plans 100%. The County would require an inter-municipal agreement. If approved, the County would assist with identifying and hiring a planning professional, establishing a task force, assist with writing bidding documents, and provide statistical analyses. Mike Sollenberger asked each Planning Commission member to review the current Comprehensive Plan and identify any areas that need reviewed and forward their comments to Christine Drennen, Borough Clerk.

OTHER BUSINESS: Lisa Boyd reported that Mark Johnson of RGS, on behalf of the Brendle/Hagelgans development, informed the Borough that they are going to the Strasburg Township

Zoning Hearing Board to talk about tying their development through Strasburg Township and connecting at the end of Precision Avenue.

Mike Sollenberger announced and congratulated Brian Groff, Mike Raub and Joe Orndorff (a Joint Planning Commission Member) for graduating from the Master Planner s Course.

Mike Sollenberger stated his concerns about the stormwater basin at 300 Historic Drive, stating that the amount of water that remains in the basin is a safety concern. Brian Groff stated that some construction basins are built to hold water and are drained using a dirt bag to catch the silt but he is unsure if this basin is built as a construction basin or not. Lisa Boyd reported that Mark Campbell from HRG will be doing an inspection at the Pharmacy site tomorrow because the developer asked for a reduction in their Letter of Credit, and she will ask him to look at the basin.

CITIZENS COMMENTS: Penny D Alessandro asked what rate the Planning Commission included in their draft Stormwater Management Ordinance. Mike Sollenberger reported that the .8 that was in the draft remained in the recommendation to Borough Council, and that figure is in agreement with LCPC s' Andy Weaver s recommended range.

May Gaynor stated that the Borough has a significant stormwater runoff impact because of roofs and roads whereas surrounding municipalities areas have farmland and more unpaved areas which allow groundwater recharge. May also stated that she felt it was important for the public to have access to the information and materials the Planning Commission had in front of them.

ADJOURNMENT: Ben Wenger made a motion to adjourn the meeting at 7:50 P.M., seconded by Brian Groff and passed unanimously.

Respectfully Submitted,

Christine Drennen
Clerk

December 8, 2003 - Meeting Cancelled