

**STRASBURG BOROUGH  
PLANNING COMMISSION MINUTES  
November 2, 2020**

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

Others Present: Steven Echternach, Borough Manager                      Clark Stoltzfus  
Kathy Conley, RGS Associates    Brian Lavin  
Bill Briegel, Keystone Custom Homes    Linda Younger  
Mark Magrecki

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Due to a conflict with another meeting that started at 7 P.M., the start time of this meeting was delayed and Chairman Ken Johnson called the meeting to order at 7:25 P.M., followed by the pledge to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

**CITIZEN COMMENTS:** None.

**MINUTES OF OCTOBER 5, 2020:** A motion was made by Dominick Di Bella, seconded by Mary Dresser and passed unanimously to approve the minutes of October 5, 2020 as printed.

**UNFINISHED BUSINESS:**

**Review Deckman Property Plans:** Kathy Conley, Project Coordinator with RGS Associates, was in attendance to represent Keystone Custom Homes for two new single family lots at the end of Sunset Avenue. She stated that they made some revisions to the plan that were discussed at last month's meeting including:

1. Extended the right-of-way 16 feet which will have curb and sidewalk, which eliminates the need for Waiver Requests #7 (Sidewalks) and #8 (Curbs).
2. Have a river stone area and easement to designate an area to push snow and allows for a small truck to turn around in the right-of-way.

RGS's letter dated October 13, 2020 was reviewed in detail. She stated that the proposed easement and stormwater facility will be the responsibility of both of the owners of new lots that are being created by this project.

Based on a question raised by Linda Younger, Kathy Conley reviewed the proposed stormwater improvements for this project.

The erosion and sedimentation plans were reviewed by the Lancaster County Conservation District and they plan to resubmit the plans later this week. The plans were submitted and reviewed by the Lancaster County Planning Commission and the Borough Engineer.

Mary Dresser stated that she still believed the Candle Lane curb cut should be removed and sidewalk installed. The Borough Manager stated that the Trails at Strasburg HOA has officially contacted the Borough requesting this improvement be made.

The end of road barrier was discussed and it was the consensus of the members that the barrier would not be desired because it would affect the snow being pushed there and it would be in the

water and sewer easement. The members discussed and agreed that two reflective posts possibly with signage on the house edge of the stone (in the right-of-way) is desired.

Waiver Requests:

1 & 2. A motion was made by Bob Marshall, seconded by Dominick Di Bella and passed unanimously to recommend Borough Council approve the waiver from the Subdivision and Land Development Ordinance Section 402 Preliminary Plan Application (submit this project directly as a Final Plan) and Section 402.03.4 – Existing Features within 200 feet of the subject tract (existing features surrounding the site are shown, but some areas do not show features to the full 200' extent).

3. A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver from the Subdivision and Land Development Ordinance Sections 402.03.6, 402.03.7 & 402.03.8 – Location and Identification of Existing Trees and Landscape materials (the location of existing trees and tree line are shown on the plans) with the condition that a plan note be provided to state that additional impact to the site shall meet Borough requirements.

The members chose to act on Waiver Request 5 before they could consider Waiver Request 4.

5. A motion was made by Bob Marshall, seconded by Dominick Di Bella and passed unanimously to recommend Borough Council approve the waiver from the Subdivision and Land Development Ordinance Section 602.05 – Street Function (to not extend West Sunset Avenue to Candle Lane) with the condition that the developer, Keystone Custom Homes, will remove the existing cutout off of Candle Lane by installing curb and sidewalk to eliminate the impression that Sunset Avenue will be a through street because there is no future extension of West Sunset Avenue and with the understanding that the Borough will update the Official Map in the future.

4. A motion was made by Mary Dresser, seconded by Dominick Di Bella and passed unanimously to recommend Borough Council approve the waiver from the Subdivision and Land Development Ordinance Sections 402.05.6 – Historic Features (no work is being proposed around the existing structure, surrounding landscape, and tree line on the residual land) based on conditions being met in Waiver #5.

6. A motion was made by Bob Marshall, seconded by Dominick Di Bella and passed unanimously to recommend Borough Council approve the waiver from the Subdivision and Land Development Ordinance Section 602.14 – Cul-de-sac street (they are proposing two single-family lots to access off the existing termination of West Sunset Avenue, will extend a pavement section into the site to allow driveway access connection for the proposed lots, the turnaround stub will continue to function as it does today, a public access easement is provided over the pavement extension area to allow for public turnaround, the Strasburg Fire Department indicated to the Borough Manager that they are in agreement with the plan) with the condition that West Sunset Avenue shall be posted with signs approved by the Public Works Department as a No Outlet Street at a location approved by the Public Works Department and install reflective posts with signage at the end of the road on the house edge of the stone (in the right-of-way).

7. A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver from the Subdivision and Land Development Ordinance Section 606.04.7 – Flag lots.

Mary Dresser asked if the neighboring property owners in attendance had any questions or comments. Brian Lavin stated that he was in attendance to hear more about the application and because he was concerned with the stormwater runoff and Ken Johnson stated that the basin they are installing on the one property should handle the water. Linda Younger stated that her questions were answered.

A motion was made by Mary Dresser, seconded by Dominick Di Bella and passed unanimously to recommend Borough Council approve the Subdivision and Land Development, Storm Water Management, and Floodplain for the Deckman Property subdivision plan as submitted conditioned upon meeting the items outlined in the Borough Engineer's Review letter dated October 20, 2020.

**NEW BUSINESS:** None.

**OTHER BUSINESS:**

**Courtesy Review, PennTERRA, Historic Drive:** Mark Magrecki, representing PennTerra Engineering, Inc., and Tom Stoneroock, were in attendance to review the plans for Lots 8 and 10 along Historic Drive that are owned by North Field Partners, L.P. Mr. Magrecki stated they are proposing to combine the two lots into one, and it comprises about 3.38 acres, and showing a 15,000 square foot medical office building. The property is in the C-2 Zoning District, and they are showing 110 parking spaces to allow up to 18 physicians per the Zoning Ordinance standards. The lot coverage is about 54% and 60% is allowed. Mr. Magrecki stated that they originally submitted this plan on March 16, 2020, and then put the plan on hold due to COVID-19. He stated that they did review the Borough Engineer's comments in their letter dated April 10, 2020, and plan to address the items when they get to the Land Development Plan submission. They wanted to come to this meeting to provide the members an opportunity to view the plan before a formal submission and to obtain any feedback. Mr. Magrecki stated that they are proposing a medical office building with doctors and a lab. They are showing a sidewalk from the Rutter's property across their frontage to the end. He added that they did have preliminary discussions with PennDOT and they are not requiring a traffic study because the use is consistent with the uses and a traffic signal is not warranted and they anticipate some line restriping will be necessary on Historic Drive. He said that he has been involved with many proposed uses for this lot over the years and he believes this use is the best fit for this oddly-shaped vacant lot.

Ken Johnson stated that the Authority is the board that will address the water and sewer issues but he wanted to advise them that the Authority normally wants to create loops in the water line (not a dead end). Mr. Magrecki stated that the customer they are working for stated that they were to plan for 750 gallons per day.

The Borough Manager stated that the access points to Historic Drive are limited by PennDOT to the existing curb cuts.

Mary Dresser asked the developer to be sure to consider the landscape planting/buffer requirements as they prepare the plans. Mary Dresser asked if the developer was planning to replicate the colonial style of the buildings across the street. Mr. Stoneroock stated that the customer he has been working with would most likely build a more office-looking one-story facility but they haven't started the design phase yet. Mary Dresser reminded the applicant that this is in the overlay zone and they have the opportunity to take advantage of some development

perks if they upgrade the appearance. Mr. Magrecki stated that to go through the planning application process, they anticipate breaking ground mid-2021.

**Old Strasburg Elementary School Building:** Steven Echternach stated that Lampeter-Strasburg School District contacted him regarding the old Strasburg Elementary School Building that was most recently being rented by Victory Church and asked for suggestions for what it could be used for. The building is now vacant because Victory Church ended their lease the end of September because operational costs were too excessive and the building did not function well for their use. Steven Echternach asked the members to consider possible uses for the building and forward suggestions to him.

**Village Road/Keystone Development:** Steven Echternach stated that the developer had an information conversation with him and Strasburg Township's Manager regarding the stormwater for this project and there are two choices which include 1) obtain easements from the six property owners on Clearview Drive or 2) they install the stormwater down our streets on Clearview Drive. He stated that Strasburg Township's Manager is going to invite those six residents to their Planning Commission meeting because all of those residents have complained in the past to the Borough about excessive stormwater and if they work with the developer, Keystone could install a culvert and basin in an easement to the rear of their properties to remedy the stormwater problems.

**Annual Recognition Banquet:** The Borough Manager stated that Borough Council has decided that due to Covid-19, we will not be holding the annual recognition banquet this year.

**Borough Manager:** Steven Echternach stated that he has agreed with Borough Council to continue his employment as Borough Manager until the end of 2021 and will continue on a year-to-year basis.

**CITIZEN COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Bob Marshall, seconded by Dominick Di Bella and passed unanimously to adjourn the meeting at 9:15 p.m.

Respectfully submitted,

Steven Echternach  
Borough Manager