

January 10, 2022 – Planning Commission meeting canceled

February 7, 2022 – Planning Commission meeting canceled

March 7, 2022 – Planning Commission meeting canceled

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
April 4, 2022**

Members Present:	Ken Johnson	Bob Marshall
	Murl Clark	David Felpel
Others Present:	Steve Echternach, Borough Manager	John Mroz
	William Crosswell, Solicitor	Aislynn Herbst
	Craig Smith	Margaret Costella
	Steve Buck	Brian Crimmin
	Nicole Derr	James Alexander
	James Stuccio	Matt Parido
	Mark Magrecki	Kevin Adams

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA and 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 and maintained until the minutes are approved.

CITIZEN COMMENTS: None

MINUTES OF DECEMBER 6, 2021: A motion was made by Bob Marshall, seconded by David Felpel and passed unanimously to approve the minutes of the December 6, 2021 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Lancaster General Health - Consider proposed revisions to The Lancaster General Hospital Final Subdivision and Land Development Plan recorded as Document #2021-0391-J and consider recommendations on Applicant's Waiver requests and requested Plan revisions – Mark Magrecki with PennTerra Engineering was in attendance representing Lancaster General Hospital was in attendance and stated that the purpose of the revised layout plan is because the access to the site from Historic Drive originally came from the stub Road "B" which was an access easement through the site over to the adjacent property. The original land development plan removed the easement and the purpose of this plan is to reinstate that easement in paper form only and they are not showing or proposing a connection to the other side, just merely reinstating the paper easement. The shaded area on the plan illustrates the heavy-duty pavement that they are planning to the back of the property. The purpose is to reinstate the paper easement and remove the parking spaces that were in that location. Mr. Magrecki stated that the revisions reduce the number of parking spaces from 109 to 104 but is still in compliance with the ordinance. He stated that the building is still the exact same footprint that was recorded and the majority of the layout is what was previously approved.

The revised layout affected some of the parking islands and now has 8% of the internal landscaping verses the 10% that is required and they have submitted an application for a consideration of a waiver from 603.10 Interior Landscaping. The waiver request was reviewed by the Borough Engineer, ELA, and they are recommending approval of the waiver. Mr.

Magrecki stated that they will address and resolve all of the Borough Engineer and Borough Solicitor comments.

The Borough Manager stated that the Lancaster County Planning Commission chose not to review the changes because they did not feel they meet the warrants.

A motion was made by Bob Marshall, seconded by David Felpel and passed unanimously to recommend Borough Council approve the waiver request of The Lancaster General Hospital regarding Section 603.10 of the Strasburg Borough Subdivision and Land Development Ordinance pertaining to interior landscaping as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

A motion was made by David Felpel, seconded by Murl Clark and passed unanimously to recommend Borough Council approve the Revised Subdivision and Land Development Plan for The Lancaster General Hospital dated March 14, 2022, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

Radicle Rentals, 19 Miller Street – Courtesy Review – Discussion Only – Kevin Adams, representing Radicle Rentals, was in attendance and stated that they recently finalized the acquisition for 19 Miller Street (the Pequea Works building) and are looking to discuss development options for the land behind the apartment building. He stated that options they are considering include other apartments, residential, or some commercial use. He wanted to obtain the Planning Commission's thoughts on developing that property, noting that they would be planning to come in off of Franklin Street. Mr. Adams stated that there are currently seven apartments in the existing building.

The Borough Manager stated that the Lancaster County 2040 Planning Commission recommendations are to infill developable land within the Urban Growth Area. He added that the Official Map, including the 1884 Official Map that is hanging on the wall, shows the extension of Franklin Street the whole way across. He added that the Borough made the Strasburg Fire Company extend the street when they built their building at 203 Franklin Street. He added that the front of the parcel is in the R-H Zoning District and the remaining land behind is in the R-2 Zone. Ken Johnson stated that the property is approximately 243 feet wide.

Mr. Adams asked if Franklin Street would have to be extended if they put in a commercial use on that land that has perimeter lighting but does not require a water/sewer connection. It was the feeling of the members that Franklin Street would need to be extended.

Mr. Adams asked if it would be possible for them to develop the land but not block the possible Franklin Street extension that could be built in the future? The Borough Manager stated that it is difficult, even with agreements, to allow development of a property and require a future improvement when the next property down is ready for the roadway to be extended. Mr. Adams stated that they would be willing to sign an agreement if permitted and added that they plan to be long-term owners.

It was the consensus of the members that this is land that could be developed but there are a lot of unanswered questions. Mr. Adams stated that they have not hired a planning consultant to assist them with the project yet and they are just in the research stage at this point. Ken Johnson added that they may need to subdivide the property. The Borough Manager suggested they also investigate the Village Overlay option of the Zoning Ordinance.

Gonder House Subdivision Plan – Consider a motion regarding a recommendation for the lot add-on application that would be recommended to Borough Council as part of the lot add-on process – Aislynn Herbst with RGS Associates was in attendance to review the submission for their client, Patricia Desmond, for a lot consolidation plan for the Gonder House Property at 130 West Main Street. She stated the project is to consolidate the smaller vacant lot with the main property that is owned by the same owners. She stated the project does not involve any physical improvements, it is just a consolidation plan and the reason they are consolidating the lots is because the lot on South Jackson Street is a small lot and they couldn't do much with it so they just wanted to consolidate it all into one lot.

She added that the driveway for the house is on the adjoining property to the East that is owned by the same owners and they are proposing a driveway access easement on that lot which is the length of the driveway.

Since this is a lot consolidation plan with no improvements, they are seeking approvals for two waivers:

- * 402.03.4 Existing Features within 200 feet of the subject tract and
- * 402.03.6, 7, and 8 – Location and identification of existing trees and landscape materials

She stated that they did receive the comments from the Borough Engineer, Borough Solicitor, and the Lancaster County Planning Commission and they will comply with all recommendations.

A motion was made by Murl Clark, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver request of Patricia Desmond for the Gonder House Property regarding Section 402.03.4 of the Strasburg Borough Subdivision and Land Development Ordinance pertaining to existing features as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

A motion was made by David Felpel, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver request of Patricia Desmond for the Gonder House Property regarding Section 402.03.6, 402.03.7, and 402.03.8 of the Strasburg Borough Subdivision and Land Development Ordinance pertaining to location and identification of existing trees and landscape materials as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

A motion was made by David Felpel, seconded by Murl Clark and passed unanimously to recommend Borough Council that the proposed Deed of Consolidation for the Gonder House Property shall be submitted to the Borough Solicitor prior to recording. The Deed of Consolidation should include a provision that none of the parcels may be conveyed individually, that the Applicant, her heirs and assigns, relinquish any right to do so in the future, and that the parcels are merged and constitute a single property. Because the consolidated property will be split-zoned, the Property will be subject to the applicable zoning regulations of each Zone. A Declaration of Easement should be prepared by the Applicant for review and approval by the Borough Solicitor with respect to the adjacent property to the east as referenced in the letter from RGS dated February 23, 2022. The Declaration of Easement should be recorded contemporaneously with the Plan.

A motion was made by Bob Marshall, seconded by Murl Clark and passed unanimously to recommend Borough Council approve the Lot Consolidation Plan for Patricia Desmond and the Gonder House Property dated February 23, 2022, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

Strasburg Properties, 17 West Main Street – Consider a motion regarding a recommendation for the two-lot subdivision application that would be recommended to Borough Council as part of the lot subdivision process – It was stated that no one was in attendance to represent this application. The Borough Manager stated that the plan has not yet been reviewed by the Lancaster County Planning Commission and this application will be tabled until the next meeting.

OTHER BUSINESS:

Board – Bylaws, Annual Report – Discussion Only – The Borough Manager stated that he is continuing his education and learned that the Municipal Planning Code recommends the Planning Commission have bylaws. He stated that an old, typed document that appears to be bylaws was found in the archives but it not signed or dated. He provided a document containing sample bylaws and it was the consensus of the members for the Manager to develop a draft document for their consideration at a future meeting.

He also learned that the Planning Commission should submit an annual report to Borough Council and will compile a report for their review.

CITIZEN COMMENTS: None

ADJOURNMENT: A motion was made by Bob Marshall, seconded by David Felpel and passed unanimously to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

June 6, 2022 – Planning Commission meeting canceled

July 11, 2022 – Planning Commission meeting canceled

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
August 1, 2022**

Members Present: Ken Johnson Bob Marshall
 Murl Clark David Felpel
 Mary Dresser

Others Present: Steve Echternach, Borough Manager John Mroz
 Roger Fry Mike Saxinger
 Marc Crusemire Jim Kepiro

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA. 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 and maintained until the minutes are approved.

CITIZEN COMMENTS: None

MINUTES OF MAY 2, 2022: A motion was made by Bob Marshall, seconded by Mary Dresser and passed unanimously to approve the minutes of the May 2, 2022 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

James Kepiro/180 Shenk Avenue – Consider a motion regarding a recommendation for the Lot Add-On Plan application to Borough Council as part of the lot add-on process:

Roger Fry with Fry Surveying and James Kepiro were in attendance to review the application and answer any questions. Mr. Fry stated this is an application to convey 50 feet of property from 112 South Decatur Street to be joined-in-common with the rear yard area of 180 Shenk Avenue. Mr. Kepiro stated that 180 Shenk Avenue has a shallow lot and this plan is to increase the rear yard to provide a larger buffer from the neighboring property and to possibly add a larger patio in the future. It was noted that the piece of land being conveyed from 112 South Decatur Street is in the R-H Zone and the resulting lot at 180 Shenk Avenue would be split-zoned R-2 and R-H. Ken Johnson stated that removing the 50 feet from 112 South Decatur Street leaves a net lot area of 19,026 square feet which does not create a nonconforming lot size. The Borough Engineer and Zoning Officer recommended approval. The Borough Solicitor recommended approval subject to compliance with his recommendations.

A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the Lot Add-On Plan application of James Kepiro, 180 Shenk Avenue, as submitted, subject to the condition that all Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough.

Marnik Holdings, LLC/Strasburg Scooters – Consider motion(s) regarding a recommendation for the Final Land Development and Lot Add-On Plan application that would be recommended to Borough Council as part of the lot add-on process:

Mike Saxinger and Marc Crusemire were in attendance and reviewed the application for Marnik Holdings, LLC, regarding the lot add-on to combine 252 North Decatur Street with the property at 246 North Decatur Street. Mr. Saxinger stated that the trees and house that used to be on 252

North Decatur Street have been removed. The two major changes since the Conditional Use approvals are: 1) the proposed building will be a storage facility and they will not connect the water and sewer, and 2) the location of handicapped parking has been relocated. Mr. Saxinger reviewed the Borough Engineer's comment letter in detail and the applicant and Borough Manager will review some of the comments with the Borough Engineer and Borough Solicitor. Curb and sidewalk will be installed. The applicant will continue to work with the Borough Engineer and Borough Solicitor to resolve the comments to the Borough's satisfaction before bringing the plan to Borough Council for approval.

A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver request of Marnik Holdings, LLC, for the Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, regarding Section 303, Preliminary Plan Application, of the Strasburg Borough Subdivision and Land Development Ordinance, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough.

A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver request of Marnik Holdings, LLC, for the Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, regarding Section 602.04.3, Intersection of Access Drives Not be Less than 300', of the Strasburg Borough Subdivision and Land Development Ordinance, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough.

A motion was made by Dave Felpel, seconded by Murl Clark and passed unanimously to recommend Borough Council approve the waiver request of Marnik Holdings, LLC, for the Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, regarding Section 602.17.6(6), Access Drives Tangential Arc of 30', of the Strasburg Borough Subdivision and Land Development Ordinance, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough.

A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the waiver request of Marnik Holdings, LLC, for the Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, regarding Section 602.17.(7), Access Drives and Clear Sight Triangle, of the Strasburg Borough Subdivision and Land Development Ordinance, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough.

A motion was made by Mary Dresser, seconded by Dave Felpel and passed unanimously to recommend Borough Council approve the waiver request of Marnik Holdings, LLC, for the Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, regarding Section 302.14A.c, Maximum loading ratio for volume control facilities of 3:1 (impervious) and 5:1 (total drainage area), of the Strasburg Borough Stormwater Management Ordinance, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough.

A motion was made by Bob Marshall, seconded by Mary Dresser and passed unanimously to recommend Borough Council approve the Borough Engineer's July 20, 2022 Subdivision and Land Development Review for Marnik Holdings, LLC Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough, noting that the Planning Commission does not have any concerns with items B5 and B10 because water and sewer is not going to be added to the new building.

A motion was made by Bob Marshall, seconded by Mary Dresser and passed unanimously to recommend Borough Council approve the Borough Engineer's July 20, 2022 Storm Water Management Plan Review for Marnik Holdings, LLC Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough, noting that the Planning Commission does not have any concerns with item C7 as long as the information is captured elsewhere.

A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the Borough Engineer's July 20, 2022 Water and Sanitary Sewer Review for Marnik Holdings, LLC Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved to the satisfaction of the Borough, noting that the Planning Commission does not have any concerns with items D1 and D2 because water and sewer is not going to be added to the new building.

A motion was made by Mary Dresser, seconded by Dave Felpel and passed unanimously to recommend Borough Council conditionally approve the Marnik Holdings, LLC Lot Add-On Plan to combine 252 North Decatur Street to 246 North Decatur Street, subject to the condition that all Borough Engineer comments in his letter dated July 20, 2022 and Borough Solicitor comments dated July 26, 2022 be addressed and resolved to the satisfaction of the Borough.

OTHER BUSINESS: The Borough Manager reviewed his written report including an update on the Lancaster General Hospital land development.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Bob Marshall, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 8:47 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
September 12, 2022**

Members Present: Ken Johnson Murl Clark
David Felpel

Others Present: Steve Echternach, Borough Manager John Mroz
Ryan Dagen

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA. 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 and maintained until the minutes are approved.

CITIZEN COMMENTS: None

MINUTES OF AUGUST 1, 2022: A motion was made by Murl Clark, seconded by David Felpel and passed unanimously to approve the minutes of the August 1, 2022 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Speckled Hen Coffee – Consider a motion regarding a recommendation for the time extension waiver application that would be recommended to Borough Council: The Borough Manager stated that Speckled Hen Coffee obtained a Zoning extension at the July 2022 meeting but had not applied for the land development extension. The Borough Manager discussed this with the Borough Solicitor and they recommend Planning Commission grant a one-year extension. The Borough Manager stated that it is not the applicant's fault that this project is not moving forward. John Mroz, representing the Strasburg Commons HOA, was in attendance and stated that they are in favor of the project moving forward but the applicant has not been able to obtain the final items needed which are easement and maintenance document signatures from Charter Homes.

A motion was made by David Felpel, seconded by Murl Clark and passed unanimously to recommend Borough Council approve the one-year Speckled Hen Coffee time extension waiver application to September 12, 2023 for the land development for the parking lot expansion.

Stormwater Ordinance – an update as required by DEP, and review of the Borough's overall stormwater plan for the future: The Borough Manager stated that the Borough Solicitor stated it was not necessary for the Planning Commission to act on the stormwater ordinance revisions but he wanted to at least mention the proposed update and provide an opportunity to receive comments. The Borough Manager stated that this ordinance is being considered for adoption by Borough Council at their September 13, 2022 meeting and DEP requires the update be completed by September 30, 2022. The Borough Manager stated that he plans to have the ordinance codified this year. The Borough Manager also provided an update of the future stormwater plans.

OTHER BUSINESS: None.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by David Felpel, seconded by Murl Clark and passed unanimously to adjourn the meeting at 8:05 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

October 3, 2022 – Planning Commission Meeting Canceled

November 7, 2022 – Planning Commission Meeting Canceled

December 5, 2022 – Planning Commission Meeting Canceled