

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
January 2, 2023**

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

Others Present: Steve Echternach, Borough Manager Ben King
 Ellie Knowles Cat Knowles
 Ray Garraffa

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 SEPTEMBER 12, 2022: A motion was made by David Felpel, seconded by Mary Dresser, and passed unanimously to approve the minutes of the September 12, 2022 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Quarry View Building Group/Stras. Elementary Courtesy Review – Ben King was in attendance representing Quarry View Building Group. Quarry View Building Group is looking into purchasing the Strasburg Elementary School building to convert into middle and high-end apartments. They are only in the preliminary stages and are waiting for the school board to accept their offer.

The building has “good bones”, and no exterior changes would be made in the immediate future. Their plan would be to convert each classroom into an apartment unit. Most apartments would be one bedroom, with a few of the larger classrooms able to accommodate two bedrooms. In total there would be twenty to twenty-two units. There are currently seventy-three parking spaces available on the property, which would be more than required for the number of proposed apartments. Adding a 2nd story was considered but was quickly decided to not be cost feasible.

Since there will be no exterior changes Mr. King requested that they be able to use the districts 2006 land development plans, rather than completing an entirely new one, to save on some cost. Planning Commission members were in agreeance as long as there was no external disturbances.

It was suggested that Mr. King contact the Lancaster Redevelopment Authority to see if there is any assistance they could provide and to contact the school for an AHERA Report. Mr. King plans on returning for the February or March meeting with a conditional use application

OTHER BUSINESS: None

CITIZEN COMMENTS: None

ADJOURNMENT: A motion was made by Bob Marshall, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

February 6, 2023 – Meeting Canceled

March 6, 2023 – Meeting Canceled

April 3, 2023 – Meeting Canceled

**STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
May 1, 2023**

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

Others Present: Steve Echternach, Borough Manager John Mroz
 Michael S. Callahan Michael K. Callahan
 Keith Kauffman

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 JANUARY 2, 2023: A motion was made by Bob Marshall, seconded by Mary Dresser, and passed unanimously to approve the minutes of the January 2, 2023 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Benchmark Real Estate/Strasburg Elementary Courtesy Review – No action, discussion

only: Michael S. Callahan, Vice President of Real Estate Acquisition and Development for Benchmark, Michael K. Callahan, Chairman of the Board for Benchmark, and architect Keith Kauffman were in attendance. Michael S. Callahan provided some history of the company stating that they are a general contractor that has been in existence for approximately 30 years. They stated that they are the third company to have the old Strasburg Elementary School building at 114 Franklin Street under contract and would like to develop it into 26 residential apartments. Keith Kauffman provided a detailed overview of the concept plan drawings. He stated that they hope to comply with the minimum 600 square feet in every dwelling unit, they are not planning any substantial changes to the exterior, the gym units will need to have windows cut in, and they are not planning any additional entrances or exits. The windows, roof, and masonry are in good condition but they will need to replace the HVAC system and install sprinklers. They stated that they have done similar apartments in New Holland and Lancaster City. The existing parking lot is approximately 72 parking spaces and they plan to use them for the units.

Mr. Callahan stated that they wanted to diversify the size of the units and a Zoning Hearing is necessary for the units with less than 750 square feet. A Conditional Use hearing is also necessary for the project.

It was the consensus of the members that this is a great project.

2022 Planning Commission Year-End Report: A motion was made by Mary Dresser, seconded by Bob Marshall, and passed unanimously to accept the 2022 Planning Commission Year-End Report and forward to Borough Council.

OTHER BUSINESS: Mary Dresser asked if there are any regulations restricting the number of cats? The Borough Manager stated that the ordinance restricts the number of adult pets to a maximum of four, but cats are not licensed so it is impossible to determine who owns a cat. John Mroz stated that the Borough does have an ordinance to not allow broadcast feeding. The Borough Manager stated that Columbia Borough has a program to trap and spay/neuter cats to reduce the increasing population. The Borough Manager stated that stray cats can be trapped and taken to the Humane League or SPCA.

CITIZEN COMMENTS: None

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

Respectfully submitted,

Steven Echternach
Borough Manager

June 5, 2023 – Meeting Canceled

STRASBURG BOROUGH PLANNING COMMISSION MINUTES July 3, 2023

Members Present: Ken Johnson Bob Marshall
Mary Dresser

Others Present: Steve Echternach, Borough Manager John Mroz
Keith Kauffman Stacey Brubaker
Michael S. Callahan

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 1, 2023: A motion was made by Mary Dresser, seconded by Bob Marshall, and passed unanimously to approve the minutes of the May 1, 2023 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Benchmark Real Estate/Strasburg Elementary – Consider a motion regarding a recommendation for the conditional use application that would be recommended to Borough Council as part of the conditional use process: In attendance for the application was Michael S. Callahan with Benchmark Real Estate, their attorney Stacy Brubaker, and their architect Keith Kauffman. Ms. Brubaker reviewed the application in detail including that the parcel has split zoning R-1 Residential and Recreation and conversion apartments are permitted in R-1 by Conditional Use. They are proposing to create 26 residential apartment units with a mix of 2 bedroom and 1 bedroom within the existing building. They believe this use will complement the neighborhood.

Ms. Baker reviewed additional details of the application including: 1) One of the Conditional Use requirements is that the units would be over 750 square feet. They are proposing to have five units that will be under 750 square feet and the Strasburg Borough Zoning Hearing Board approved the variance on June 19, 2023. 2) The Strasburg Borough Authority has stated that there is sufficient water and sewer capacity, including the sprinklers. 3) There are no external modifications proposed for the building so a historic review is not necessary. 4) She added that 52 parking spaces are required and they have over 70 existing parking spaces. 5) No fire escapes are required or necessary for this use. 6) The applicant will obtain all necessary permits for the use.

Mr. Callahan stated that connecting the lower and upper parking lots for circulation and emergency access was discussed at the Zoning Hearing. The Borough Manager stated that it was his understanding that the developer is considering removing parking spaces to allow the connection to keep the impervious surface the same.

Mr. Callahan stated that they did meet with the Strasburg Playground Association to see if they could work together for access through their driveway on South Fulton Street but the Strasburg Playground Association stated they were not interested in allowing the connection.

The Borough Manager stated that the faded yellow paint on the curb along Franklin Street was from when it was a bus loading zone for the elementary school. He stated that the curb should be painted white to allow for street parking.

A motion was made by Mary Dresser, seconded by Bob Marshall and passed unanimously to recommend Borough Council approve the application of Benchmark Real Estate for the Strasburg Elementary school building conditioned upon investigating the emergency vehicle access between the parking lots for the facility.

OTHER BUSINESS: None

CITIZEN COMMENTS: None

ADJOURNMENT: A motion was made by Bob Marshall, seconded by Mary Dresser and passed unanimously to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

August 7, 2023 – Meeting Canceled

September 11, 2023 – Meeting Canceled

October 2, 2023 – Meeting Canceled

November 6, 2023 – Meeting Canceled

December 4, 2023 – Meeting Canceled