

2025-1
STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
March 3, 2025

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

Others Present: Steve Echternach, Borough Manager

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 DECEMBER 2, 2024: A motion was made by Bob Marshall, seconded by Mary Dresser, and passed unanimously to approve the minutes of the December 2, 2024 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

2024 Year-End Report – A motion was made by Mary Dresser, seconded by Murl Clark, and passed unanimously to approve the 2024 Year-End Report.

OTHER BUSINESS:

Zoning Amendment Discussion – As mentioned previously, the zoning ordinance amendments needed are going to be more in depth than originally thought. The Borough Manager asked Council for guidance at the January 2025 meeting. Council would like to address some of the more pressing zoning amendments quickly and then proceed with other amendments as time allows. The three major amendments needed are correcting Hampden Drive to the R-3 zone from R-2, parking restrictions in the Historic District, and adaptive reuse in the Historic District.

Proposed changes would first come to the Planning Commission and then go to Council for a public hearing. Council would like to be proactive to benefit the community and the downtown business district, because they want businesses to do well. Council sees this as priority so please plan to meet in April.

CITIZEN COMMENTS: None

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

Respectfully submitted,

Steven Echternach
Borough Manager

2025-3
STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
April 7, 2025

Members Present: Ken Johnson Bob Marshall
 Murl Clark David Felpel

Others Present: Steve Echternach, Borough Manager
 Bruce L. Ryder
 John Mroz

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 and all agenda items can be considered for action unless otherwise noted.

CITIZEN COMMENTS: None

MINUTES OF MARCH 3, 2025: A motion was made by Bob Marshall, seconded by Murl Clark, and passed unanimously to approve the minutes of the March 3, 2025 meeting as printed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Zoning Amendments – Review proposed zoning amendments (map, definitions, parking, and adaptive use) and make a recommendation to Council: The Borough Manager stated that the Borough Solicitor is reviewing the changes and he had hoped to have his written recommendations for this meeting.

The following Zoning Ordinance Map amendment suggestions were discussed:

1. Change the zoning of Hampden Drive from R-2 to R-3: it was discovered last year that the current zoning district for Hampden Drive does not match up with how the development was constructed (townhouses are not permitted in the R-2 zone and the entire street is townhouses).
2. Change the zoning of 1 Prospect Road from R-2 to R-3: Would match the neighboring density and would allow the lot to possibly be developed for higher density, smaller, more affordable housing. The owners of that lot recently passed away and we believe it will be going up for public auction. The lot is approximately 3 acres.

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A motion was made by Murl Clark, seconded by Bob Marshall, and passed unanimously to recommend Borough Council rezone Hampden Drive and 1 Prospect Road from R-2 to R-3.

The following Zoning Ordinance section changes were discussed:

1. Section 205.12 Parking in the C-1 – The objective is to allow adaptive reuse in the C-1 district (which is in the Historic District) without connections to parking (requires existing parking on the properties to remain). The Borough Manager discussed this with the Borough Solicitor and he stated that he believed this could be accomplished by changing Section 205.12.
2. Section 417.1 – family day-care facilities - add that it is also permitted by special exception in the R-H Zone. (Existing R-H section 201.3.5 already lists family day-care facilities are allowed by special exception.)
3. 701.2.7 – Change two references from PA Department of Labor and Industry to the PA Uniform Construction Code to cite current regulations.

A motion was made by Bob Marshall, seconded by Dave Felpel, and passed unanimously to recommend Borough Council approve the section changes to the Zoning Ordinance detailed above to Sections 205.12, 417.1, and 701.2.7, subject to the Solicitor's review and recommendations.

The new Zoning Ordinance definitions were discussed.

A motion was made by Dave Felpel, seconded by Bob Marshall, and passed unanimously to recommend Borough Council approve the new Zoning Ordinance definitions for awning, canopy, carport, conversion apartments, drive-through canopy, event venue/space, food truck, gazebo, pergola, temporary, and tent, subject to the Solicitor's review and recommendations.

The Zoning Ordinance definition modifications were discussed.

A motion was made by Bob Marshall, seconded by Murl Clark, and passed unanimously to recommend Borough Council approve the Zoning Ordinance definition modifications for: 1) adding the caption "Figure 4" under the picture for Dwelling, 3. Multiple family, 2) medical, dental, or veterinary clinic (with single or multiple practitioners), 3) change mini-warehouse reference to indoor self-storage and define indoor self-storage, and 4) add natural gas, internet, broadband, or cable tv to public utilities, which are all subject to the Solicitor's review and recommendation.

The Borough Manager stated that he hopes to have the Borough Solicitor's written review for Borough Council to review at their meeting tomorrow evening. After that, the proposed amendments will be reviewed by the Lancaster County Planning Commission and then back to Council for a public hearing.

The Borough Manager added that Lancaster County Planning Department is finalizing a model Zoning Ordinance that we could use for a future more in-depth update.

OTHER BUSINESS: The Borough Manager stated that he and Bruce Ryder attended a workshop in November sponsored by High Foundation on affordable housing. They learned that there are deficits in Lancaster County for affordable housing, for the ability for workers to reside in the county, and the vacancy rate is less than 1%. The workshop stressed the need for municipalities to create affordable housing opportunities, and that is one of the reasons why they are recommending the rezoning of 1 Prospect Road.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Bob Marshall, seconded by Murl Clark, and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

2025-6
STRASBURG BOROUGH
PLANNING COMMISSION MINUTES
August 4, 2025

Members Present: Ken Johnson Murl Clark
 Mary Dresser David Felpel

Others Present: Steve Echternach, Borough Manager
 Craig Smith Ryan Boll

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 and all agenda items can be considered for action unless otherwise noted.

CITIZEN COMMENTS: None

MINUTES OF JUNE 2, 2025: A motion was made by David Felpel, seconded by Murl Clark, and passed unanimously to approve the minutes of the June 2, 2025 meeting as printed.

UNFINISHED BUSINESS:

Zoning Amendments – The Borough Manager provided the Lancaster County Planning comments on the Strasburg Borough Zoning Amendments to the commission for review. Lancaster County Planning recommended approval of the amendments. A public hearing is scheduled for next Tuesday, August 12th.

NEW BUSINESS:

Brendle Tract Preliminary/Final Subdivision and Land Development Application – Craig Smith with RGS Associates and Ryan Boll with EG Stoltzfus were in attendance to provide an update on the Brendle Tract development project and discuss possible plan review deferral to Strasburg Township. They stated there will be a total of 53 new homes, 49 in Strasburg Township and 4 in Strasburg Borough. They will also be retaining the existing farm house as required by Strasburg Township conditional use. They requested plan review deferral since the majority of the development project is located in Strasburg Township. The project has already received Strasburg Borough Zoning variance approvals so the borough building lots would match the township building lots. There will be no streets or stormwater facilities for this project located in the Borough. Deferral to the Township would simplify the process.

A motion as made by Mary Dresser, seconded by Murl Clark, and passed unanimously to recommend Borough Council defer the Strasburg Borough Planning Commission and Council formal plan review approval process for Brendle Tract to Strasburg Township, subject to maintaining the review and approval process by the Strasburg Borough solicitor, engineer, and staff, along with Lancaster Planning Commission, to streamline the process.

OTHER BUSINESS: None

CITIZEN COMMENTS: None

ADJOURNMENT: A motion was made by Murl Clark, seconded by David Felpel, and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager