

**YORK COUNTY PLANNING COMMISSION
TUESDAY, September 20, 2016 - 7:00 P.M.
MEETING SUMMARY**

Chairman Kuhl opened the meeting at 7:01 p.m.

ROLL CALL

Members Present: Walter Kuhl, Brian Brenneman, Eric Bortner, Kevin Clark, Thomas W. Earp, Robert Kruger

Members Absent: Mary Coble, Matthew Chronister, Sean Kenny

Staff: Felicia Dell, Director; Joe Heffner, Assistant Director; Pam Shellenberger, Chief, Long Range Planning; Kurt Leitholf, Chief, Municipal Planning; Terry Ruby, Sr. Planner; Kim Baker, Recording Secretary;

Solicitor: Attorney Jeffrey L. Rehmeyer, II, CGA Law Firm

Others: None

Reporters: None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Mr. Bortner made a motion the minutes be approved. The motion was seconded by Mr. Brenneman, voted on and carried as stated.

COMMUNICATIONS

Mr. Kuhl read a thank you note from PennState Extension thanking John Seitz for his presentation during the Master Watershed Steward Class in the spring of 2016.

FINANCIAL REPORT

August Financial Report for Review and Comment

Ms. Dell reviewed the Financial Report for August stating that currently the Planning Commission is in a comfortable cash position. Additional funding for Weatherization has been received by the Planning Commission because our performance has been so high. When the budget year ends, if there are funds other Counties haven't expended then that money is reallocated to some of the performing Counties across the State, of which, York was one.

Chairman Kuhl acknowledged receipt of the August Financials and stated they will be filed for the annual audit.

2017 Minimum Municipal Obligation for PMRS

Ms. Dell explained The Minimum Municipal Obligation for the York County Planning Commission Pension Plan for the Plan Year 2017. This figure is comparable to what we paid last year.

Mr. Clark made a motion to acknowledge the review of the Minimum Municipal Obligation for the York County Planning Commission Plan for the Plan Year 2017. The motion was seconded by Mr. Brenneman, voted on and carried as stated.

COMMITTEE REPORTS

Mr. Heffner informed the Board that the "ECHO" Committee will be receiving input from the LGAC Committee. Mr. Leitholf met with the LGAC and introduced "ECHO" Housing. They were receptive to providing information to the "ECHO" Committee and further discussing the concept of elderly housing.

Ms. Dell advised the Board that the Employee Handbook for the Planning Commission has not been revised since 2008. She is looking for a committee to review updates to the handbook before they are formally presented to the York County Planning Commission. Mr. Kuhl suggested that the Executive Committee of the Planning Commission work with management on this project with a review by the solicitor.

STAFF REPORTS

Ms. Shellenberger presented a report on the York County Stormwater Consortium working to improve York County's waters while meeting the regulatory requirements of the MS-4 permit. The idea of the Consortium was to get collaboration for funding and constructing BMP projects in order to meet the MS4 Permit requirements as cost effectively as possible.

SOLICITOR'S REPORT

Attorney Rehmeyer updated the Board on the work he is doing with the Planning Commission including working with members of the staff on issues involving contracts and researching planning items. One of his colleagues Christine Nentwig is helping with employment matters and has scheduled harassment training for all staff members as well as management.

UNFINISHED BUSINESS

Mr. Kuhl asked Ms. Dell when the registration fee increase of \$5 for the County Bridge Program will go into effect. Ms. Dell responded that the fee increase will start with the October vehicle registrations. The County will begin to receive County Bridge funding six months after the first registration fees are received by the State.

NEW BUSINESS

CONSENT AGENDA

The staff reports of the following projects: **#16-042, #16-043, and #16-044** were agreed to make up this month's Consent Agenda. **Mr. Brenneman made a motion to accept the Consent Agenda.** The motion was seconded by Mr. Clark, voted on and carried as stated.

**YCPC PROJECT #16-042
HALLAM BOROUGH
ZONING ORDINANCE AMENDMENT
MAP: COMMERCIAL (C) & RESIDENTIAL TOWN (RT) TO MIXED USE (MU)**

The purpose of this project is to review and comment on a proposal by Hallam Borough officials to amend the borough's zoning map to rename the current Commercial Zoning District to Mixed Use and expand the Mixed Use Zone to include more parcels. This amendment is being submitted for review in accordance with Section 609 (e) of the Pennsylvania Municipalities Planning Code (PA MPC).

The LGAC Executive Committee reviewed the proposed Zoning Ordinance Amendment and recommended it be adopted as proposed.

**YCPC PROJECT #16-043
HALLAM BOROUGH
ZONING ORDINANCE AMENDMENT
TEXT: MIXED USE (MU) ZONE**

The purpose of this project is to review and comment on a proposal by Hallam Borough officials to amend the borough's zoning ordinance to revise the Commercial (C) Zoning District regulations to Mixed Use (MU) Zone regulations. This amendment is being

submitted for review in accordance with Section 609 (e) of the Pennsylvania Municipalities Planning Code (PA MPC).

The LGAC Executive Committee reviewed the proposed Zoning Ordinance Amendment and recommended it be adopted as written.

**YCPC PROJECT #16-044
NEWBERRY TOWNSHIP
ZONING ORDINANCE AMENDMENT
TEXT: DESIGN STANDARDS IN THE RESIDENTIAL
GROWTH (RG) ZONE AND THE VILLAGE (V) ZONE**

The purpose of this project is to review and comment on an amendment to the Newberry Township Zoning Ordinance with regard to the design stands in the Residential Growth (RG) Zone and the Village (V) Zone. The proposed ordinance is being submitted for recommendations in accordance with Section 609 (e) of the Pennsylvania Municipalities Planning Code (PA MPC).

The LGAC Executive Committee reviewed the proposed Zoning Ordinance Amendment and recommended it be adopted as written.

OTHER BUSINESS

Ms. Dell presented the 2017 proposed budget to the Board stating that the budget hasn't changed much from 2016. She stated that there have been increases to the salary line item, general fund request and the benefits line item. A new revenue line is due to a Hazard Mitigation grant that Roy Livergood was successful in obtaining for 2017. This grant will be used to update the County's Hazard Mitigation.

PERSONNEL

None

ADJOURNMENT

There being no additional business, Chairman Kuhl adjourned the meeting at 7:50 pm.

Respectfully submitted,

Kim Baker
Administrative Assistant