

**YORK COUNTY PLANNING COMMISSION
TUESDAY, November 20, 2018 - 7:00 P.M.
MEETING SUMMARY**

Chairman Kuhl opened the meeting at 7:05 p.m.

I. ROLL CALL

Members Present: Walter Kuhl, Cheryl Wormley, Thomas W. Earp, Sean Kenny, Kevin Clark, Eric Bortner, Brian Brenneman

Members Absent: Matthew Chronister, Mary Coble

Staff: Felicia Dell, Director; Wade Gobrecht, Assistant Director; Terry Ruby, Senior Planner; Mike Shaffer, Senior Planner

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

Others: Bill Davis, Gordon L. Brown & Associates, David R. Neuman, Purchaser

Reporters: None

II. PUBLIC COMMENT

None

III. APPROVAL OF MINUTES

A motion was made by Mr. Earp that the Minutes be approved. The motion was seconded by Ms. Wormley, voted on and carried as stated.

IV. COMMUNICATIONS

a. Project Review Correspondence was provided

b. Acknowledgements

Chairman Kuhl acknowledged the article in the CGA newsletter that discussed the York County Planning Commission and the Embracing Aging Initiative through the York County Community Foundation.

V. FINANCIAL REPORT

a. October 2018 Financial Report for Review and Comment

Ms. Dell reviewed the October 2018 Financial reports. Chairman Kuhl acknowledged receipt of the October Financials and stated they will be placed in the file for the audit.

b. Amendments to the Subdivision and Land Development Review Fees Schedule

Ms. Dell explained the language clarifications are in the fee schedule to aid with clarity for our development community and municipalities. The fees will remain the same for 2019 as they were for 2018.

A motion was made by Mr. Earp to approve the Fee Schedule for Subdivision and Land Development, Planning Module and Traffic Impact Study Review for 2019 from the memo dated October 26, 2018. Mr. Brenneman seconded the motion, voted on and carried.

VI. COMMITTEE REPORTS

Senior Initiatives Committee – Ms. Dell stated that the Senior Initiatives Committee met last Friday with staff and Erin McLaughlin. All the Focus Groups have met and good information was shared from these groups. The stakeholder meeting that will be held based on this information is being targeted for January.

VII. STAFF REPORTS

Ms. Dell reported that Weatherization is in Crisis Assistance season. The County Assistance Office opened Crisis on November 1st and there are currently 57 cases so far. Last year we hit 57 cases about 25% of the way through the Crisis season. This season runs from November through April.

The Long Range Planning Department and the IS department are working on a Hazard Mitigation App.

The Stormwater Meeting that was held on November 8th was a well-balanced meeting. There will be work sessions with groups of municipalities and with the agricultural community over the winter to get additional input on this project.

VIII. SOLICITOR'S REPORT

Attorney Rehmeyer reported that he is working with the housing programs and with the Work Group for the Stormwater project.

IX. UNFINISHED BUSINESS

Mr. Gobrecht reported that YCPC submitted testimony answers to Transource questions. One of the questions concerned the County/Planning Commission relationship. The hearings are still slated for February.

X. NEW BUSINESS

PLEASE NOTE - Projects are not necessarily in the same order as the agenda.

- a. YCPC #18-052
SHREWSBURY BOROUGH ZONING ORDINANCE AMENDMENT TEXT:
KENNELS**

PROJECT DESCRIPTION

The purpose of this project is to review and comment on a proposal by Shrewsbury Borough officials to amend the borough's zoning ordinance with regard to kennels. This amendment has been submitted for review in accordance with Section 609 (e) of the Pennsylvania Municipalities Planning Code (PA MPC).

The LGAC Executive Committee recommended to adopt as written.

Staff report recommends Municipality to adopt with staff comments.

A motion was made by Mr. Clark to approve the staff report for Project #18-052 as presented. Mr. Brenneman seconded the motion, voted on and carried as stated.

- b. YCPC #18-053
SPRINGETTSBURY TOWNSHIP ZONING ORDINANCE AMENDMENT
TEXT: RESEARCH AND TESTING LABORATORIES AS AN ACCESSORY
USE**

PROJECT DESCRIPTION

The purpose of the project is to review and comment on Springettsbury Township's request to amend the Springettsbury Township Zoning Ordinance to allow research and testing laboratories as an accessory use in the Neighborhood Commercial, Commercial Highway, Business and Industrial Park and General Industrial districts. The proposed amendment is being submitted for recommendation in accordance with Section 609.1 (a) of the Pennsylvania Municipalities Planning Code.

The LGAC Executive Committee recommended to not adopt as written.

Staff report recommends Municipality to not adopt with staff comments.

A motion was made by Mr. Brenneman to approve the staff report for Project #18-053 as presented. Mr. Kenny seconded the motion, voted on and carried as stated.

**c. YCPC #94-18-10-31-0199
DAVID R. NEUMAN & BRUNNER ISLAND, LLC
FINAL SUBDIVISION PLAN
YORK HAVEN BOROUGH – YORK COUNTY PLANNING COMMISSION**

Mr. Shaffer explained that York Haven Borough, follows the County Subdivision and Land Development Ordinance, and the York County Planning Commission approves plans for York Haven Borough. There were several requirements from the York County Subdivision and Land Development Ordinance that are missing including the dated signature of the surveyor, the signed and notarized statements of ownership, written or printable correspondence in the form of a letter or e-mail from the Borough engineer indicating the date of his/her review of the plan stating any issues of concern or compliance, a letter from East Manchester Township indicating their review of the plan, proof that the “non-Building Waiver” was granted by the PA Department of Environmental Protection, and the completed signature block indicating review by the borough Council.

A motion was made by Mr. Earp to approve the Final Subdivision Plan for York Haven Borough subject to the conditions cited in the review letter for Project #94-18-10-31-0199 being met. Mr. Clark seconded the motion, voted on and carried as stated.

XI. OTHER BUSINESS

a. Recommendation for YCPC Solicitor Services

Mr. Gobrecht reported that there had been an RFP for solicitor services. There was only one response to this request from CGA represented by Jeff Rehmeyer. It is recommended that CGA, represented by Jeff Rehmeyer, be reappointed the Planning Commission Solicitor.

A motion was made by Mr. Brenneman to approve CGA represented by Jeff Rehmeyer as the Solicitor of the York County Planning Commission. Ms. Wormley seconded the motion, voted on and carried as stated.

b. Reminder: December 19, 2018, YCPC Meeting begins at 6:00 PM to be followed by the holiday dinner.

c. Member Appointment Committee for the 2019 Planning Commission Member Appointments

Per the Member Appointment Policy, Chairman Kuhl requested people to serve on the Member Appointment Committee. Ms. Coble had already contacted Ms. Dell with her interest to serve. Mr. Brenneman and Mr. Kenny both volunteered to serve on the committee. Ms. Dell stated that there will be a meeting time coordinated in the near future.

XII. PERSONNEL

Ms. Dell is recommending to transition Kristel Shearer, Financial Management Specialist, II from part-time to full-time employment as a Fiscal Management Specialist, Level II.

A motion was made by Mr. Brenneman to approve Kristel Shearer as a full-time Fiscal Management Specialist, Level II at an annual salary of \$43,463.94 effective with the pay period beginning on November 22, 2018. Ms. Wormley seconded the motion, voted on and carried.

Ms. Dell announced that Beth Nidam had left the Transportation Division to pursue another position. Jason Long will be leaving November 28th to work with his Church and Pepi Clay will be retiring in the Spring. Consequently, there will be several recommendations for hire in the upcoming months.

XIII. ADJOURNMENT

There being no additional business, Chairman Kuhl adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Kim Baker
Administrative Assistant