

**YORK COUNTY PLANNING COMMISSION
TUESDAY, March 15, 2016 - 7:00 P.M.
MEETING SUMMARY**

Chairman Kuhl opened the meeting at 7:00 p.m.

ROLL CALL

Members Present: Walter Kuhl, Mary Coble, Eric Bortner, Kevin Clark, Sean Kenny, Matthew Chronister

Members Absent: Brian Brenneman, Thomas Earp

Staff: Felicia Dell, Dir.; Joe Heffner, Asst. Dir.; Kurt Leitholf, Chief of Municipal Planning; Mike Shaffer, Sr. Planner; Sharon Reynolds, Sr. Planner, Will Clark, Chief of Transportation Planning; Karen Hawkins, Recording Secretary

Solicitor: Attorney Jeffrey Rehmeier II, CGA Law Firm

Others: Chris Hoover

Reporter: None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Mr. Bortner made a motion to approve the minutes from February 16, 2016. The motion was seconded by Mr. Kenny, voted on and carried as stated.

COMMUNICATIONS

a. Project Review Correspondence

The list was submitted to the file by Chairman Kuhl.

b. Acknowledgments

None

FINANCIAL REPORT

a. February Financial Report for Review and Comment

Ms. Dell reviewed the simulated Financial Report for February, highlighting the Revenues and Expenses. Ms. Dell stated that the annual audit has been completed.

Chairman Kuhl acknowledged receipt of the financial report and noted it would be placed in the file for the annual audit.

COMMITTEE REPORTS

a. Appointment Nominating Committee – Region 6

Ms. Coble stated that they have not yet met to review the application. It was noted that we had only received one application for this position. The committee will review the application and determine how they want to proceed.

STAFF REPORTS

Ms. Dell stated there were a couple of items that will be reviewed later on in the agenda. She then asked if anyone had any questions regarding the reports they received. There were no questions.

SOLICITOR’S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

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

**YCPC PROJECT #16-006
NORTH CODORUS TOWNSHIP
ZONING ORDINANCE AMENDMENT
MAP: Mixed Use (MU) to Agricultural Protection (AP)**

The purpose of this project is to review and comment on a proposal to amend the North Codorus Township Zoning Map by rezoning a portion of a parcel of land (Parcel ID# 40-000-DF-0077-00) from Mixed Use (MU) to Agricultural Protection (AP). This proposal is being made by a property owner. This map amendment is being submitted for recommendations in accordance with Section 609(e) of the Pennsylvania Municipalities Planning Code (PA MPC).

The staff of the York County Planning Commission recommends the Zoning Ordinance Amendment be adopted as submitted.

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

Ms. Coble questioned what “use” the remaining areas would be if the rezoning is approved. Ms. Reynolds stated they would be Mixed Use. Ms. Coble then also stated that she would revise item 2 of the comments stating “The Township should consider rezoning these areas of Mixed Use zoning to a zoning designation which would be more consistent with the surrounding zoning district and land uses.”

Ms. Coble **made a motion to recommend the Zoning Ordinance Amendment be adopted as submitted with the suggested revision.** The motion was seconded by Mr. Clark, voted on and carried as stated.

**YCPC PROJECT #16-007
EAST MANCHESTER TOWNSHIP
ZONING ORDINANCE AMENDMENT
TEXT: PERMITTED USES IN THE COMMERCIAL DISTRICT (C)**

The purpose of the project is to review and comment on the East Manchester Township’s request to amend the East Manchester Township Zoning Ordinance by correcting a mistake regarding three permitted uses in the Commercial District (C) that are referenced under the wrong subsection. The proposed amendment is being submitted for recommendation in accordance with Section 609.1(a) of the Pennsylvania Municipalities Planning Code.

The staff of the York County Planning Commission recommends the Zoning Ordinance Amendment be adopted as submitted.

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

Ms. Coble **made a motion to recommend the Zoning Ordinance Amendment be adopted as submitted.** The motion was seconded by Mr. Kenney, voted on and carried as stated.

**YCPC PROJECT #16-008
EAST MANCHESTER TOWNSHIP
SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENT
GRADING AND STREET GRADES**

The purpose of the project is to review and comment on East Manchester Township’s request to amend the East Manchester Township Subdivision and Land Development Ordinance with regard to grading of slopes and street grades. This amendment was previously submitted in

November 2015 as YCPC Project #15-053, and the board recommended adoption of the staff report at the December 28, 2015 YCPC meeting. The proposed amendment is being submitted for recommendation in accordance with Section 505(a) of the Pennsylvania Municipalities Planning Code.

The staff of the York County Planning Commission recommends the Subdivision and Land Development Ordinance Amendment be adopted as submitted.

The LGAC Executive Committee reviewed the proposed Subdivision and Land Development Ordinance Amendment and recommended it be adopted as submitted.

Ms. Coble **made a motion to recommend the Subdivision and Land Development Ordinance Amendment be adopted as submitted.** The motion was seconded by Mr. Kenny, voted on and carried as stated.

**YCPC PROJECT #16-009
HARFORD COUNTY, MD
HarfordNEXT: A MASTER PLAN FOR THE NEXT GENERATION (2016)**

A proposed **HarfordNEXT: A Master Plan for the Next Generation** has been submitted to the York County Planning Commission for review and comment. The proposed Master Plan *“unites the (Harford) County’s element plans into one streamlined document and introduces a thematic approach to organize policies and implementation strategies.”* The new thematic approach covers the same fundamental topics as previous element plans, but compiling in a single document allows more coordinated planning across the 25-year planning horizon of **HarfordNEXT**. The six (6) themes of this master planning initiative are: Grow with Purpose, Economic Vitality, Environmental Stewardship, Preserving Our Heritage, Mobility and Connectivity, and Promoting Healthy Communities.

The staff of the York County Planning Commission recommends HarfordNEXT: A Master Plan for the Next Generation be adopted as submitted.

Ms. Coble **made a motion to recommend HarfordNEXT: A Master Plan for the Next Generation be adopted as submitted.** The motion was seconded by Mr. Kenny, voted on and carried as stated.

**RIVER’S RIDGE MOBILE HOME PARK
YORK HAVEN BOROUGH
SKETCH PLAN**

Mr. Shaffer provided a background on the sketch plan. Mr. Shaffer stated that York Haven Borough doesn’t have their own Subdivision and Land Development Ordinance, therefore, the York County Planning Commission is the review and approval body for them. Mr. Shaffer stated that mobile homes 1 – 8 are preexisting and that the sketch plan is for mobile homes 9 – 10.

Ms. Coble stated that she has a personal interest in that Mr. Hoover, the developer's engineer, is one of her clients. The Chairman asked if there were any objections by the Commission members to her participation in the discussion. There were none.

Mr. Hoover stated that the owner of the park contacted York Haven Borough and received permits for all 10 units. Mr. Hoover also stated that Mr. Brosius would like to bring everything into compliance. Atty. Rehmeyer stated that we should look at waivers at a later date. Mr. Hoover stated that the biggest issue is the width of the cart way and that they cannot easily comply with a 24 ft. cartway. However, they can provide an additional access for emergency vehicles. He also stated that they will address stormwater by completing a stormwater plan. Discussion ensued. The sketch plan provided a picture of the existing conditions on the site and a starting point to develop a Land Development Plan for the 2 new lots/units (9 and 10).

2016-2022 UPWP MASTER REIMBURSEMENT AGREEMENT

Mr. Clark gave a brief overview of the 6-year Reimbursement Agreement. This agreement provides the framework for the Unified Planning Work Program Reimbursement through bi-annual work orders. Mr. Rehmeyer stated that he did review the agreement and recommends signing it.

Ms. Coble **made a motion to approve Resolution 2016-01 for the 2016-2011 Master Grand Agreement with the Commonwealth Department of Transportation.** The motion was seconded by Mr. Kenny, voted on and carried as stated.

Ms. Coble **made a motion to approve Resolution 2016-01 for the York Area Metropolitan Planning Organization's (YAMPO) 2016-2018 Unified Planning Work Program (UPWP).** The motion was seconded by Mr. Clark, voted on and carried as stated.

OTHER BUSINESS

None

PERSONNEL

The Chairman recessed the meeting for an Executive Session to discuss Personnel Business. The Commission came out of Executive Session and reconvened the meeting and took the following action.

- a. Fiscal Management Specialist, Part-time – Recommendation for hire

Ms. Coble **made a motion to approve for transfer Karen Hawkins as the Fiscal Management Specialist, Part-time.** The motion was seconded by Mr. Kenny, voted on and carried as stated.

- b. Rehabilitation Specialist – Recommendation for hire

Ms. Coble **made a motion to approve for hire Jason Long and Elmer Miller as the new Rehabilitation Specialists.** The motion was seconded by Mr. Kenny, voted on and carried as stated.

ADJOURNMENT

There being no additional business, Chairman Kuhl adjourned the meeting at 8:40 pm.

Respectfully submitted,

Karen Hawkins
Administrative Assistant