

Red Lion Borough Planning Commission Meeting Minutes
Monday, November 18th, 2024

Members present

Cindy Barley
Beth Nidam
Muriel Slenker
Evan Hiester
Justin Heim
Wade Elfner

Visitors

Glenn Rexroth
Blane Markel
Mary Sloat
Joshua Vickrey

Others present

Michelle Poole, Asst. Borough Mgr.
Jay Nolt, Zoning Officer
Samantha Craley, Solicitor
Mike Craley, Solicitor
Stacy Myers, Recording Sec'y

1. The meeting was called to order to at 7:00pm followed by the pledge to the flag.
2. **Approval of Meeting Minutes**—Ms. Nidam made a motion to approve the October 21st, 2024 Meeting Minutes; Mrs. Barley seconded. All were in favor; motion carried.
3. **Public Comment**—none
4. **Review of a revised Preliminary/Final Land Development Plan to construct a 38,000 sq. ft. building on Lot 1, owned by Glenn C., Linda A., and Glenn C. Rexroth, located in the Industrial Zone.** This plan is for just one area of the 27-acre property, formerly Yorktowne Kitchens. Engineer Blane Markel said the previously recorded plan was approved for two 15,000 sq. ft. buildings, but Glenn has now decided to build one 38,000 sq. ft. industrial warehouse that will be made into four suites. Page 3 of the plan shows the site plan which Blane said is much like the previously presented/recorded plan. The impervious cover has increased a bit, but the stormwater management has remained the same as previously approved while increasing the size of each pit/basin to accommodate the increased impervious area. The Stormwater Management Report has been submitted to show the update.
Another modification on the new plan is to put in an access drive that goes from Road C (between Redco & Boxwood) to the existing parking lot. Glenn currently owns & maintains this private road.
Sheet 4 shows another modification where Glenn is proposing to relocate approx. 600' of the existing 12" water main & install it 6' back from the existing curb. The main will be installed deeper into the ground so some of the mounded pavement can be made flatter. Red Lion Municipal Authority has approved this relocation. All improvements shown on the plan will continue to be privately owned & maintained by Glenn Rexroth.
Comments were received from Jeff Shue/C.S. Davidson on his letter dated 11/8/2024 & York County Planning Commission submitted comments as well which Blane said pretty much mirrored Jeff Shue's. Blane submitted the revised plan (on 11/11/2024) to address all but a handful of the comments. A Waiver is also being submitted for a Preliminary Plan, so Glenn can go right to a Final LDP, but Jeff Shue was in agreement with that request.
Jeff's comments were reviewed now.

Zoning Ordinance comments:

- **Coverage noted incorrectly on plan.** Blane had 2.3% originally noted, which should've been 23%. Proposed coverage was 2.6%, which actually should have been 26%. *This has been corrected on the plans.*

SALDO comments:

- **Waiver request to go right to a Final Plan.** *Outstanding.*
- **Location & width of all existing easements & right of ways.** *Blane added both private & public ROWs on the plan; this has been addressed.*
- **Relocation of water main.** *Approval of RLMA obtained, so Blane believes this is addressed, but will confirm with John Krantz that RLMA has reviewed the plan and to see if there are any additional comments/concerns.*

- **Certification needed on plan.** *To be added before the plan gets recorded. Outstanding.*
- **Owner's signatures needed on plan.** *To be added before the plan gets recorded. Outstanding.*
- **All dimensions, pedestrian entrances, walks & handicapped spaces.** *Details have been added to the plan to show all this. This has been addressed.*
- **York County Conservation District.** *Blane is in the process of making minor modifications to the existing permit that Glenn currently has for the site. This has been submitted & hopefully their acknowledgement & approval will be received soon.*

Stormwater Management comments:

- **Typographical error.** *Addressed.*
- **Pipe sizes have been added on Sheet 4.** *Addressed.*
- **Record drawings/as-builts.** *Blane has added notes to the plan to address this. We must address the as-builts with the NPDES Permit, so when the pits are opened, we'll get pictures to compare the as-builts. Blane stated Sheet 2 is the actual existing property as it is today. He believes this is addressed but will confirm with Jeff Shue.*
- **Stormwater Operation & Management Agreement—***Glenn to sign this before plan gets recorded. Outstanding.*

With no further comments or questions from the committee, Mrs. Barley made a motion to recommend approval of the Waiver request from a Preliminary Plan to go right to a Final Plan; Mr. Heim seconded. All were in favor; motion carried.

Mr. Hiester made a motion to recommend approval of the plan contingent on getting approval from York County Conservation District & the recording of the Stormwater Operation & Maintenance Agreement, Ms. Nidam seconded. All were in favor; motion carried.

5. **An application was submitted by Joshua Vickrey for a Special Exception under Section 27-304(3)B of the Borough's Zoning Ordinance to create a two-family conversion at the property, located at 540 S. Main Street in the Residential Town Zone.** Joshua Vickrey plans to convert the former doctor's office to a secondary living area or in-law suite. The plans were reviewed by the committee. The former front office will become a living room/kitchen area, the patient examination room will become a bedroom, and the existing bathroom & storage area will be converted to a full bathroom, closet space & laundry area. Joshua plans to expand the parking area in the back of the home to meet requirements of the Borough's Zoning Ordinance. 200 sq. ft. per parking space will be available with two spaces for the apartment/suite and two spaces for the other living area. The existing parking area is just over 9,000 sq. ft. and after the proposed changes, will be 13,400 sq. ft., so that's well within the ZO requirements of 4,000 sq. ft. for a primary residence. There is a blacktop area used as existing parking, and the expanded parking area will consist of a permeable surface to also meet requirements of the ZO. Currently, the electricity is separate for the former doctor's office and primary residence, and Joshua plans to separate the other utilities as well. He plans to live in the upstairs/main house, while his brother plans to occupy the apartment/suite while he is job hunting, after which, Joshua will try to obtain another tenant. The total floor area of the apartment/suite is 714 sq. ft. which exceeds the requirement of Section 408: B1 (500 sq. ft. for a one-bedroom unit). The exterior of the residence will remain as is, with the existing separate entrance to the proposed apartment/suite. With no further comments from the committee, Mrs. Slenker made a motion to recommend approval to the Zoning Hearing Board for a Special Exception to create a two-family conversion; Ms. Nidam seconded. All were in favor; motion carried.
6. **Adjournment—**With no further business before the committee, Mrs. Barley made a motion to adjourn the meeting @ 7:35pm. Mr. Heim seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary