

**Red Lion Borough Planning Commission
Meeting Minutes
Monday, December 17th, 2018**

Members

Cindy Barley
Melanie Thompson
Joyce Seabolt
Beth Nidam
Nevin Horne
Wade Elfner

Others

Mike Craley, Solicitor
Jeff Shue, Engineer
Dan Shaw, Codes/Zoning
Stacy Myers, Recording Sec'y

Visitors

Dianne Price
Stephanie Weaver
Dennis Klinedinst
Scott DeBell, Site Design Concepts
Mike Jeffers, Kinsley Properties

1. The meeting was called to order @ 7:00p.m. All present participated in the pledge to the flag.
2. Mr. Horne made a motion to approve the November 19th, 2018 Meeting Minutes; Mrs. Barley seconded. All were in favor; motion carried.
3. **Resubmission of a revised, previously submitted Land Development Plan by Kinsley Properties** for a building addition at 327 East Broadway (The Mill). Scott DeBell was present to discuss revisions of a plan that was brought before the Commission last month. The biggest change to the plan was based on PennDOT comments, who wanted to restrict the front access of The Mill with more than just striping. They requested a structural division such as curbing or pavement removal. The Mill's owner has opted for the pavement removal. PennDOT also commented on the multiple exits for this size lot; the East side entrance will be made "Entrance Only", not an Exit. This access is 20' wide. The West side entrance (to be both Entrance & Exit) is 24' wide.

Truck access was discussed. The proposed dock will be used for box truck access and the loading space will be large enough to meet requirements. An ADA ramp is also proposed for that side. Larger trucks will load/unload at the existing loading dock.

Mike Jeffers (Kinsley) stated he has spoken to the owner (Steve Flickinger) of Frey's Trailer Park. Mr. Flickinger seemed okay with the project plan, including the proposed parking spaces to be added in the rear of the property that may encroach into the existing private right-of-way.

Jeff Shue stated his concern with the pavement removal idea and adding rock/gravel in the road was there is nothing to keep the rock contained. PennDOT wanted delineation of the drives by either curbing or pavement removal. Trucks will most likely run over any type of island along Rt. 24 (East Broadway), so if grass is planted, it will turn into mud & stones will get kicked out into the roadway without curbing. A "mountable" curbing can be installed & still be driven over while keeping gravel/stone contained & deterring regular customer traffic from driving over it. Commission members agreed that a slanted/mountable curb with stones is a good option for inside the island.

Ms. Thompson believes the handicapped spaces on the proposed plan appear to be "boxed in". So, if a handicapped person was parked in one of those two spaces and a truck was loading/unloading at the dock, they would be trapped there until the truck was gone; however, there is 30' of space there and a truck would not be 30' wide.

All this will need to be approved by PennDOT in order to obtain the Highway Occupancy Permit. Mr. Jeffers believes this plan is the best option for this space. The customer parking will be

doubled, employee parking is added, the necessary loading dock will be added & interior warehouse space will be added.

Jeff Shue views the delineation (curbing) as a construction detailing issue to be addressed so it doesn't cause problems in the future. What material (stone, gravel, stamped concrete, mulch) to be used within the island is a construction detail, but the developer must ensure PennDOT approves of whatever option is proposed.

Jeff understands what the developer is proposing for the docks & the box trucks; however, he stated the ADA spaces & ramp need addressed; they are currently too close to the loading zone should a truck park there. If The Mill would move & another tenant would occupy this space, it has to be clear what is & what is not allowed in that space. The Committee also agrees the steps at the dock should be removed & a ramp added.

Jeff discussed his other comments regarding the plan:

- The parking space on the West side where a door is located is a sliding door. This will probably not be accessed after the renovation because the office space will be in that area. Jeff stated you're left with a 2' access way & an 8' wide parking space and typically, parking spaces are 9' wide, so this is a narrow space. There's a 24' wide drive aisle that dictates that 8' width. If the drive aisle would be reduced to 22', it would allow more space in that area when cars are parked there.
- Clear sight triangles at both access drive intersections (with East Broadway)—*will be addressed.*
- Certification with signature, seal & date—*will be addressed.*
- Statement of ownership—*will be addressed.*
- Location of pedestrian entrances & exits—*was clarified at the meeting; OK.*
- Location, arrangement & dimensions of truck loading/unloading spaces and docks. *To be addressed & clarified.*
- Location dimensions & materials of walls, fences & landscaped areas. *An 8' wall is being proposed with a fence on top (Codes Enforcement to review & approve).*
- Existing sign & associated walls that currently cross the property line. *This is to be removed.*
- Stormwater management issues will be addressed later.
- Erosion & sedimentation control must be reviewed by the York County Conservation District. *This will be done later & not until PennDOT approval is obtained for roadway & frontage plans.*
- Planning modules & sewer issues are being discussed with Red Lion Municipal Authority.
- Requested waivers were discussed at last month's meeting. *Jeff believes some of the technical issues should be addressed before any recommendation for the waivers and the plan be given to Borough Council.*
- Illumination plan should be provided to show lighting levels on the property. *It appears that lighting does not cross over the property line which is good; however, it appears adequate lighting at appropriate places is not provided, especially if The Mill is open at night; i.e. handicapped parking spaces. There is new lighting being proposed; wall packs will be installed around the buildings. The plan should reflect this.*
- Sanitary sewer flows & water usage should be discussed with Red Lion Municipal Authority.
- Bonding estimates to be posted for the proposed improvements. *Currently outstanding.*
- PennDOT must review & approve the alteration to the existing driveway. *Currently outstanding.*

Jeff Shue does not recommend this plan go before Borough Council because of all the outstanding issues. Mr. Craley agreed. These issues need to be resolved prior to making a recommendation.

Committee members all agreed the depressed or slanted curbs be used out front with stone inside and also removing the steps at the loading dock. A typical slanted curb is 4” higher in the back than the front, which is substantial. A compressed curb may be a better option, but the developer & owner will have to discuss the options. Mr. Jeffers said maybe tractor trailers will no longer be able to access the property for deliveries.

Dennis Klinedinst believes tractor trailers are going to have a difficult time making that turn in & out of The Mill. He said the front entrance of The Mill should stay open as it is now with no curbing separating an entrance & exit accesses, but this is up to PennDOT. Ms. Nidam said it’s safer to have limited access such as PennDOT is requesting, rather than so much open frontage. Jeff Shue said PennDOT will listen to the recommendations of local municipalities to an extent if they have a concern, so the Borough could try to talk to them.

The Commission believes the technical issues discussed tonight need to be resolved before making a recommendation on this plan & sending it on to Borough Council; however, their consensus was the slanted or depressed curb with stone being added on Rt. 24 and the steps at the loading dock being removed are the two biggest issues they have with the plan. Many of the other issues are administrative issues to be resolved later.

4. **Other business before the Commission**—Dan Shaw did some research of other municipalities regarding parking & found some calculate parking spaces by the customer-occupied areas, not square footage of the structure. In the case of The Mill, it would cut down 10 parking spaces & would eliminate some of the issues the Commission has with that plan. This is something to think about for the future; a possible Ordinance revision of off-street parking requirements. Mr. Craley said we don’t want to lessen parking where it would have an adverse impact on the neighboring businesses.
5. **Adjournment**—Mrs. Barley made a motion to adjourn the meeting @ 8:00p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary