



## York City Planning Commission Meeting Minutes

Monday, February 8, 2021 – 6:30 PM

Held via Zoom teleconference

### 1. Opening

Noting quorum, Vice Chair Matthew Davis called the regular meeting of the York City Planning Commission to order at 6:46 PM.

### 2. Roll call

**Present: Planning Commission**

Matthew Davis, Vice Chair  
Chris Velez, Secretary  
Kittrell Barnes  
Corey Wolfe

**Present: Staff**

Mike Pritchard, Planner  
Nancy Griffin, Zoning Officer

**Absent: Planning Commission**

Michael Johnson, Chair  
Kittrell Barnes  
Maribel Burgos

### 3. Minutes of the January meeting

**ACTION: Mr. Velez moved to approve the minutes as presented. Mr. Wolfe seconded. The motion carried unanimously.**

### 4. Committee reports

a. Zoning Hearing Board

Ms. Griffin summarized the Zoning Hearing Board's decisions at their January meeting.

### 5. Unfinished business

The Commission had no unfinished business.

### 6. New business

a. Zoning

i. **2-2021-Z-V/SE** 364 W Princess St

Ms. Griffin summarized the appeal. The applicants, Lisa Fast and Hannah Hubler, are seeking a special exception to allow a neighborhood office use at the location and a variance to allow the use at a property not at an intersection of two public streets.

Ms. Devon Myer, attorney for the applicant, and Ms. Fast responded to questions from the Commission. The proposed use meets the definition in the zoning ordinance of a, "small scale business, financial, professional office designed to serve neighborhood."

Ms. Fast noted that the Princess Center is adjacent to the property. Several neighborhood commercial uses in the surrounding area. The property is approximately 1,700 ft<sup>2</sup> (three stories plus a basement). The property has two off-street parking spaces in the rear. Ms. Fast does not feel that parking is not an issue in the immediate area. Parking lots are across the street for the use of homes and the Princess Center has its own parking lot. Most residences in the area have garages or parking spaces. The property was most recently occupied as a residence and had a series of residential rentals before Ms. Fast and Hubler.

Mr. Fred Walker and Mr. Anthony Moore, owners of Four Squares Development LLC, (the proposed tenant) spoke about their business. Four Squares' mission is to improve living conditions in housing and the neighborhood and paths to home ownership, especially for minority and veteran clients.

**ACTION: Mr. Wolfe moved to recommend approval of a special exception to allow a neighborhood office use, as defined in 1304.1-4.9.4, at the structure at 364 W Princess St in the UN-2 zoning district. Mr. Velez seconded. The motion carried unanimously.**

**ACTION: Mr. Velez moved to recommend approval of a variance to allow a neighborhood office use at 364 W Princess St, a property not at an intersection of two public streets. Mr. Wolfe seconded. The motion carried unanimously.**

b. Sketch plan for signage at Keystone Kidspace

Mr. Pritchard summarized the request. Because Keystone Kidspace's property at 369 N George St is in the open space zoning district, the property is not permitted to have any signs by right. Given the nature of the use, some signage is appropriate but will require zoning hearing board approval of a variance. The applicant is requesting preliminary, informal feedback about their draft/sketch plan for signage.

Ms. Jessica Brubaker, Executive Director of Keystone Kidspace, presented about the organization's proposal. The plan calls for eight signs in total: 2 blade signs facing North George Street and 2 blade signs perpendicular to N George St; a public art style sign in the "front yard" along N George St; a pressed concrete sign/retaining wall along Hamilton; a banner covering the new elevator shaft; and a mural style sign painted on the façade facing the Codorus Creek. Ms. Brubaker said the organization intends for the signage to be tasteful but to keep with the organization's brand as a fun and educational attraction for children.

The Commission supported the proposal in general. Mr. Davis noted that including the color palette may be helpful for the Planning Commission and Zoning Hearing Board during their formal review.

7. Adjournment

The Commission having no other business, Mr. Davis adjourned the meeting at 7:44 PM.