

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: October 11, 2022

The meeting was called to order by David Beecher at 7:00 P.M. Members present: David Beecher, Richard Gordon, Sonia Wise and Fred Walters. Others present: Rachelle Sampere, Township Zoning Officer, Wesley Heisley, Township Engineer. Member absent: Patrick Hein

Tonight’s Planning Commission meeting was held in person and broadcasted live over Zoom for viewing purposes only. The Zoom link was posted on the West Manchester Township website under “Latest and Breaking News”. Questions and comments were not taken over the Zoom forum.

**APPROVAL OF MINUTES**

MOTION: by Richard Gordon to approve the September 13, 2022, meeting minutes as presented.

SECOND: by Fred Walters

MOTION PASSED: 3-0 (Absent: Hein and Wise)

**ZONING HEARING BOARD CASES**

There were no zoning hearing board cases submitted for review at tonight’s meeting.

**NEW BUSINESS**

**T-873 Preliminary/Final Land Development Plan for Proposed Industrial Facility for 3625 Mia Brae, LP for North Zarfoss Drive – Lot 4B** – to depict the construction of a proposed industrial facility including proposed parking areas and associated improvements located on Lot 4B North Zarfoss Drive in the Light Industrial (I-2) Zone.

Mr. Neal Metzger of Site Design Concepts presented the preliminary/final land development plan. Mr. Metzger explained that the 2.514-acre parcel along North Zarfoss Drive will be developed with a 12,000 square foot industrial building, associated parking facility and stormwater management facilities. The property will be served by public water and public sewer. One sewer EDU was approved for this property as part of the previously approved recorded subdivision plan. Currently, there is no user for this building. Mr. Gordon asked if staff had any comments regarding this plan. Mr. Niederoest of Dawood Engineers explained that the applicant was requesting four waivers and that Dawood had no issues with any of them; however, the applicant must submit truck turning templates to prove that delivery trucks would not be backing into the property from Zarfoss Drive. Mr. Metzger said that he has already prepared those templates but had not yet submitted them to the Township. The revisions would be submitted by October 24, 2022 to allow Township staff to review the plans prior to the November Board of Supervisors meeting.

MOTION: by Richard Gordon to recommend the Board of Supervisors grant the following waiver requests:

W1.	Preliminary Plan. (§121-9) Which requires the submission of a preliminary plan application and approval prior to the submission of a final plan application.
W2.	Traffic Impact Statements. (§121-14.F.1) The applicant proposes to provide no transportation impact statement.

W3.	Sidewalks and Curbs. (§121-25) Which requires sidewalks and curbs shall be provided along the frontage of the entire property. <i>Dawood prefers a deferment to a waiver.</i>
W4.	Access Drive Specific Design Standards. (§42-9.G) To exceed the maximum 35 feet wide curb cut as measured at the property line. The applicant proposes 53 feet.

SECOND: by Sonia Wise

MOTION PASSED: Unanimously (4-0)

MOTION: by Sonia Wise to recommend the Board of Supervisors approve T-873 Preliminary/Final Land Development Plan for Proposed Industrial Facility for 3625 Mia Brae, LP for North Zarfoss Drive – Lot 4B subject to the outstanding comments being addressed prior to recording the plan:

**Zoning Ordinance (ZO):**

1.	§150-182. Multiple permitted uses. Multiple permitted uses may be located in one building located on one lot of land. <i>Please note that the building currently occupied by Comcast must be vacated prior to recording the land development plan.</i>
2.	§150-202 and §150-227.A and B. Any portion of the site not used for buildings, structures...shall be maintained with a vegetative ground cover and other ornamental plantings. A minimum twenty-five-foot landscape strip shall be provided along all property lines. ...(Landscape strips and interior landscaping) shall include a combination of the following mounds, berms, walls, fences, screens, sculptures, fountains, sidewalk, furniture or other approved materials... No less than 80% of the required landscape area shall be vegetative in composition. All required landscape strips shall have landscaping materials uniformly distributed along the entire length of the lot line abutting the yard. There are no landscape strips shown along the front of the property.

**Subdivision and Land Development Ordinance (SLDO):**

1.	§121-14.B.9 A statement on the plan identifying...any existing variances, special exceptions... <i>Please list the existing special exception for the existing billboard on the title sheet of the plan. (ZHB Case #21-05 Special Exception §150-189.A and §150-315; Variance §150-315.C and Variance §150-315.F Granted January 26, 2021)</i>
2.	§121-14.B.11 The location and description of existing lot line markers and monuments along the perimeter of the entire existing tract. <i>Please indicate the description of the existing lot line marker at the southern corner of the property along North Zarfoss Drive.</i>
3.	§121-14.C.3.b The location of the following features and any related rights-of-way: sanitary sewer mains (including manhole numbers), water supply mains, fire hydrants, buildings, swales, watercourses, bodies of water, floodplains and stormwater management facilities... <i>Fire Chief Laughman requests that a fire hydrant be installed on the property. Please add the location of a proposed fire hydrant. Please add existing sanitary sewer manhole numbers to the plan where applicable.</i>
4.	§121-14.C.4.C & §121-15.C The location of existing rights-of-way for electric, gas and oil transmission lines and railroads must be shown on the plan. <i>Does an easement exist for the electric line that serves the existing billboard?</i>
5.	§121-14.D.3 Lot numbers and mailing address. <i>Please add the property address to the title sheet of the plan. Fire Chief Laughman has assigned number 390 to this property along North Zarfoss Drive.</i>
6.	§121-14.D.8 Identification of buildings and other structures to be demolished. <i>The building currently occupied by Comcast will be vacated and reused rather than demolished. What is the intended purpose of the building? Will it be used by the principal use for storage?</i>
7.	§121-14.D.14 & §121-15.D A statement on the plan indicating any proposed waivers. This statement must be revised, prior to recordation of the plan, to acknowledge the outcome of

	the requested waiver. <i>Update the waiver requests listed on the plan as appropriate based on the decision of the Board of Supervisors.</i>
8.	§121-14.E.3 The Stormwater Management Plan will be reviewed by Dawood Engineers. <i>Comments will be provided in their review memo.</i>
9.	§121-14.F.1 Transportation impact statement. The applicant proposes to provide no transportation impact statement. Dawood is not in support of this waiver. The access to the loading dock appears tight. The plan may be to have the truck back in from the road. If this is not the case, the designer should provide the truck turning template to demonstrate backing from the road is not necessary. Furthermore, if the truck turning for the dock interferes with the parking spaces, the designer should consider adjusting the configuration of the parking lot.
10.	§121-15.F.8 Verification must be provided that the plan for erosion and sediment control was approved by the York County Conservation District. <i>Please provide documentation from YCCD.</i>
11.	§121-15.F.9 Improvement Guaranties in accordance with Article V. <i>Please provide a cost estimate for the proposed improvements.</i>
12.	§121-17 Financial Security is required. <i>Financial security (110%) and engineering escrow (3.5%) are required prior to recording the plan.</i>
13.	§121-18 Maintenance guaranty. <i>A maintenance guaranty will be required. Provide a maintenance bond of 15% of the public improvements cost estimate upon completion of the project construction.</i>
14.	§121-21 As-built plan. <i>Prior to issuance of occupancy permits, submit 2 copies of the as-built plans to the Township Zoning Department. One (1) copy of the plan will be distributed to the Township Engineer. Include a survey of the stormwater basins upon completion of construction.</i>
15.	§121-24.A. Vehicular parking facilities...shall have...Not less than a four foot radius of curbing shall be permitted for horizontal curves in parking areas. Based on the indicated scale, the parking lot design appears to conform to the minimum radius requirements, but please label the radii to confirm conformance.
16.	§121-35.F.1 A copy of a certificate of public convenience from the Pennsylvania Public Utility Commission or an application for such certificate, a cooperative agreement or a commitment or agreement to serve the area in question, whichever is appropriate, shall be acceptable evidence. <i>Provide a willing to serve letter from the water utility.</i>

**Stormwater Management Ordinance (SWMO):**

1.	§113-12.G Stormwater flows onto adjacent property shall not be created, increased, decreased, relocated or otherwise altered without written notification of the adjacent property owner(s). As shown, the emergency spillway discharges to a neighboring property. Please provide evidence that PennDOT, the owner of the adjacent property, has been informed.
2.	§113-12.M and §113.17.N.3 Storage facilities shall completely drain both the volume control and rate control capacities over a period of time not less than 24 hours and not more than 72 hours from the end of the design storm. Dawood did not find the dewatering calculations in the PSCM report. <i>Please supply these.</i>
3.	§113-17.G The capacities of the pipes, gutters, inlets, culverts, outlet structures, and swales shall consider all possible hydraulic conditions. Dawood did not find capacity calculations or confirmations for the pipes, inlets, trench drain, and or grass lined swales in PSCM report. <i>Please supply these.</i>
4.	§113-18.E.16 The SWM site plan shall also provide...proposed changes to the land surface and vegetative cover, and the type and amount of existing and proposed impervious area. <i>The leader line for Post Development Area '001.3' label appears to be placed incorrectly on sheet DR-2 drainage plan attached to the PSCM report.</i>

5.	On sheet C-5 there are question marks shown in volume indication the "Pr. Subsurface Stone Infiltration Bed" callout. <i>Please revise.</i>
6.	§113-18.E.11 and 19 A notarized signature of the owner of the parcel for which the SWM site plan is proposed indicating that they are aware of and will be responsible for operation and maintenance of the facilities. And, also to be included are the name, address, signature and seal of any registered surveyor (attesting the accuracy of the boundary survey), professional engineer, landscape architect, or professional geologist (for geomorphological assessments) contributing to and/or with a responsibility for any aspect of the plan where applicable. Signatures, seals, and notarization shall be provided by the owner, professional surveyor, and professional engineer of record prior to final approval.

**General Comments:**

1.	An Operation and Maintenance agreement is required.
2.	The signatures and seals of the individuals responsible for the plan shall be affixed to the plan prior to approval by the Board of Supervisors (§121-15.F)
3.	The notarized signature of the owner(s) shall be affixed to the plan prior to approval by the Board of Supervisors (§121-15.F.4)
4.	All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
5.	All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)
6.	A Knox box is required. <i>The applicant has noted that a Knox box shall be installed.</i>

SECOND: Fred Walters

MOTION PASSED: Unanimously (4-0)

MOTION: By Richard Gordon to adjourn the meeting.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (4-0)

The meeting adjourned at 7:12 p.m.