

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: October 12, 2021

The meeting was called to order by Ronald Ruman at 7:00 P.M. Members present: David Beecher, Richard Gordon, Patrick Hein and Fred Walters Others present: Rachelle Sampere, Township Zoning Officer and Thomas Godfrey, PE from Dawood Engineers

Tonight's Planning Commission meeting was held in person and broadcasted live over the West Manchester Township Parks & Recreation Facebook page.

**APPROVAL OF MINUTES**

MOTION: by Richard Gordon to approve the September 14, 2021 meeting minutes.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (5-0)

**ZONING HEARING BOARD CASES**

There were no Zoning Hearing Board cases submitted for review at tonight's Planning Commission meeting.

**NEW BUSINESS**

**T-865 Preliminary/Final Subdivision and Land Development Plan for Westgate Campus Phase 1 Proposed Professional Office Buildings** located on a 47+ acre-tract along Westgate Drive and Roosevelt Avenue in the Professional Office Zone.

Mr. Doug Gosik of Williams Site Civil and Mr. Mayur Patel of Laughner Patel and the equitable owner of this project presented a synopsis of the subdivision and land development plan. Mr. Gosik stated that this property consists of a forty-seven (47) acre tract parcel located in the Professional Office zone. The property is situated between Westgate Drive and Roosevelt Avenue, directly adjacent to the UPMC hospital parcel. Mr. Gosik stated that this is the first phase of the proposed Westgate Campus Development. The existing Westgate Drive will be extended approximately 670 feet ending in a permanent cul-de-sac constructed to temporary specifications which the applicant is requesting a waiver to allow it to be a permanent cul-de-sac with the understanding that it may take longer than two (2) years to extend Westgate Drive the entire way to Roosevelt Avenue. Staff met with the developer and his engineer and were supportive of the request due to the uncertain times surrounding the Covid-19 pandemic. Mr. Gosik stated that proposed Lot 1 would be 2.81 acres with a 18,000 square foot office building, associated off-street parking, landscaping, access drive and public utilities. Proposed Lot 2 would be 4.42 acres with a 2-story office building, associated parking, landscaping, access drive and public utilities. There will also be a shared access drive between Lot 1 and Lot 2. The title sheet of the plan has been updated to indicate the access drive waiver. The access drive ordinance only allows for one access drive per street frontage. Stormwater management for both lots 1 and 2 will be located on Lot 2. The applicant is working with the York City Sewer Treatment Plant staff to prepare a sewer planning module for review by the Township staff and Township Engineer and approval by PA DEP prior recording the plan. Mr. Ruman asked Mr. Gosik to discuss the traffic study. Mr. Gosik explained that Penn DOT and the Township Engineer have reviewed the traffic study and support the information contained therein.

MOTION: by Richard Gordon to recommend the Board of Supervisors grant the following waivers and deferment:

- W1. §121-9 Preliminary plan applications are required for all land developments... A waiver application has been submitted and the waiver request has been listed on the Title Sheet of the plan.
- W2. §121-23.N & §121-23.J to allow the proposed permanent cul-de-sac to exceed 500 feet in length and the turnaround to be designed per temporary turnaround criteria.
- W3. §121-23.R and §42-8.F Access Drives to allow more than one (1) access drive to serve Lots 1 and 2.
- W4. §113-12.F.2 Regarding requirement to prove stormwater management compliance for future undefined improvements on residual lands.
- D1. §121-25 Curbs and sidewalks. Waiver request is pertaining to the installation of sidewalk along the proposed extension of Westgate Drive.

SECOND: by David Beecher

MOTION PASSED: Unanimously (5-0)

MOTION: by Richard Gordon to recommend the Board of Supervisors approve T-865 Preliminary/Final Subdivision and Land Development Plan for Westgate Campus Phase 1 Proposed Professional Office Buildings subject to the following comments being addressed prior to the plan being recorded:

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

- 1. §121-14.E.2 A sewer facilities plan revision module for land development or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. ***Please submit a sewer planning module form for each property involved in the land development.***
- 2. §121-15-F.3 Notice from the Pennsylvania Department of Environmental Protection that a sewer facilities plan revision or supplement has been approved. ***Please submit a sewer planning module for Township staff to review prior to forwarding to PA DEP. Although a point of connection to the existing sanitary sewer system has been identified, the ability of that line and those downstream to provide the requested capacity has not been verified at this time. The Developer shall bear the cost of any improvements and upgrades needed to provide the requested capacity if the existing system lacks sufficient capacity. Please provide proof of approval from the City of York and DEP once granted.***
- 3. §121-15.F.8 Written notices of approval as required by this chapter, including written notices approving the water supply systems, sanitary sewerage systems and stormwater runoff to adjacent properties. ***Please provide approval letters from the York Water Company and the York City Sewer Treatment Plant.***
- 4. §121-15.F.4 A notarized statement signed by the landowner, to the effect that the subdivision or land development shown on the plan is the act and the deed of the owner, that all those signing are all the owners of the property shown on the survey and plan, and that they desire the same to be recorded as such. This must be dated following the last change or revision to said plan. ***Please provide required notarized signatures on the plan.***
- 5. §121-16 Improvement Guaranties. Financial security in accordance with §121-17 must be accepted by the Board of Supervisors.
- 6. §121-17 Financial security shall be required for all public improvements. ***Please submit an improvement guaranty cost sheet to be reviewed by Dawood Engineers. Submit financial security prior to recording the plan. Provide Engineering escrow by check in the amount of 3.5% of the bond or other security. The amount deposited by the applicant shall be used by the Township to cover the costs of assuring the proper***

***construction and completion of improvements, including inspection during installation... If the amount deposited by the applicant is not sufficient to cover such costs, the applicant shall furnish additional amounts from time to time, when notified to do so.***

7. §121-19 Maintenance guaranty shall be required for public improvements.
8. §121-21 As built plans. Upon completion of all required improvements and prior to the issuance of occupancy permits, the applicant shall submit two (2) copies of the as-built plans to the Township for distribution to the Township Engineer and file retention at the Township office.

**General Comments:**

1. An E&S plan and N.P.D.E.S. approvals by the YCCD are required prior to recording the plan.
2. An Operation and Maintenance agreement will be required for each lot involved in the land development.
3. 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)
4. 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)
5. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
6. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)
7. The applicant has acknowledged a fair-share contribution will be made towards the long-term improvement project at the intersection of Loucks Road and Roosevelt Avenue, based on methodology outlined in the Transportation Impact Memorandum dated October 2018 prepared by Dawood Engineering, Inc.

**Stormwater Management Ordinance (SWMO):**

1. §113-12.G. Verify flows are not increased, significantly decreased, or otherwise altered to the adjacent properties.
  - a. The entirety of the existing drainage area does not discharge to POI 1. Provide additional points of interest for the other stormwater discharge point locations. Revise calculations to show existing flows from the project area to POI 1.
2. §113-17.A.3 Peak discharges and volumes of runoff shall be determined by using the Modified Rational Method for watershed less than 10 acres. Revise the report accordingly for the following:
  - Provided additional documentation demonstrating that the peak flow does occur at 5 minutes. A storm duration of only 5 minutes was used for the runoff calculations. Since the Tc is greater than 5 minutes, the peak flow may not occur at 5 minutes as not all the drainage area will be contributing to the point of interest.
  - Provide storage calculations for the critical storm duration showing the maximum required storage volume. When used to route hydrographs through a basin, the modified rational method also requires the correct critical duration storm be used to compute the maximum storage volume required.
  - The emergency spillway should be modeled as a broad-crested weir, not sharp-crested.
  - The grate and orifices in the model should match the plan detail.

**Comment partially addressed. The time span should be increased for some of the storms. The peak outflow rate from the basin has not been achieved at 3 hours for all the storms. The grate in the model is listed as 24"x24" but the plan shows a 48"x27" grate. The grate in the model also includes 36 1.3"x11.7" openings which does not match the detail on the drawings.**

3. §113-17.Q and §113-18.C Drainage easements shall be a minimum width of 30 feet. Drainage easements shall provide area for the maintenance, repair, and reconstruction of the drainage facilities, including passage of machinery for such work. Revise the drawings to provide drainage easements of the minimum width and to include the basin berm and spillways. Provide sufficient access and maintenance easements for all physical SWM BMPs. **Comment partially addressed. Drainage easements are required for the basin outlet pipe, emergency spillway, and berm. The drainage easement shall include the entire berm, not only the top.**
4. §113-18.E.4 Include in the narrative the expected project time schedule.
5. §113-18.E.5 Provide soil erosion and sediment control plan approval from York County Conservation District.
6. §113-18.E.11 Revise the drawings to include a notarized signature of the parcel owner(s) indicating they are aware of and will be responsible for operation and maintenance of the SWM facilities. **Comment partially addressed. Provide owner's signature prior to recording.**
7. Verify and update the narrative report for the recent changes.
  - a. Table of contents page numbers need updated.
  - b. Appendix A does not include the pre-development data sheets referenced in the pre-development condition section on page 3. Note: the data sheets provided in the previous report should be updated and included in the new report.
  - c. Appendix A does not include the post-development data sheets referenced in the post-development condition section on page 3. Note: the data sheets provided in the pervious report should be updated and included in the new report.
  - d. Appendix A does not include the volume summary and supporting hydrographs referenced in the stormwater volume section on page 4.
  - e. The summary in appendix B doesn't match the HydroCAD output values for the bypass rates, storms 25-100.
  - f. Update the basin outlet structure module to match the plan details on sheet 14 (PCSM-3) or provide a detail on the drawings for the outlet structure.
8. Verify and update the drawings for the recent changes.
  - a. Provide a detail on the drawings for the basin outlet structure or update the model to match the details for the Type M inlet on sheet 14 (PSCM-3).
  - b. The infiltration basin section at outlet structure on sheet 14 (PSCM-3) labels the outlet barrel as a HDPE pipe. This should be RCP to match the table on sheet 8 (GU-1).

SECOND: by David Beecher  
MOTION PASSED: Unanimously (5-0)

**1702 W. Princess Street – Sewer Planning Module Exemption Request** – The applicant is requesting to abandon the failing on-lot septic system and connect one residential unit to the public sanitary sewer system.

Mr. Scott DeBell of Site Design Concepts presented the sewer planning module exemption request. Mr. DeBell stated that the existing on-lot septic system for the single-family dwelling is failing, and the property owner is interested in connecting to the public sewer. A letter from York City Sewer Treatment Plant was received stating there is capacity to service the property. Mr. Tom Godfrey of Dawood stated that this area is already included in the Township's Act 537 plan for sewer planning, as the surrounding properties are connected to sewer. No action is required by the Planning Commission members. All members stated that they were in favor of the connection to public sewer. A motion for recommendation was not required.

### **DISCUSSION**

There were no additional items for discussion at tonight's meeting.

MOTION: by Patrick Hein to adjourn the meeting.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (5-0)

Meeting adjourned at 7:32 p.m.