

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: June 11, 2024

The meeting was called to order by Felicia Dell at 7:00 p.m.

**ATTENDANCE**

**Planning Commission Members:**

David Beecher, Chairman – Absent  
Patrick Hein, Vice-Chairman – Present via Zoom  
Felicia Dell – Present  
Fred Walters – Present  
Jennifer Smith-Funn – Resigned (Position Vacant)

**Staff:**

Rachelle Sampere, Zoning Officer – Present  
Rainer Niederoest, Dawood Engineers – Present

Tonight's Planning Commission meeting was held in person and broadcasted over Zoom. Ms. Dell announced that Chairman Beecher would not be in attendance tonight due to a previously scheduled commitment and that Vice-Chairman Hein was participating via Zoom. The Planning Commission was able to conduct tonight's business with a quorum.

**APPROVAL OF MINUTES**

MOTION: by Fred Walters to approve the April 9, 2024, Planning Commission meeting minutes.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

MOTION: by Patrick Hein to approve the May 14, 2024, Planning Commission meeting minutes.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (3-0)

**ZONING HEARING BOARD CASES**

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

**NEW BUSINESS**

**T-887 – Preliminary/Final Land Development Plan for Pine Creek Structures** – to depict the construction of a commercial sales yard and related site improvements on a 2.83-acre parcel for Pine Creek Structures (accessory building sales) **located at 4545 West Market Street** (Tax Map: HG; Parcel: 00004K) in the Highway Commercial Zone. Review/Action. *Tabled at the applicant's request on May 14, 2024.*

Mr. Matthew Swanner of Warehaus, AE, presented the preliminary/final land development plan. Mr. Swanner explained that the plan depicts an office for retail sales and an outdoor showroom of accessory structures, sheds, etc. with associated parking, access drives, stormwater management and landscaping. The accessory structures on the property are mostly for display purposes. Most of the sales are generated by customers placing orders within the sales office, then the structures are built at another location and delivered to the customer's property. Very few orders would be delivered directly from this site. The stormwater management was prepared and installed in conjunction with the land development plan for the neighboring Wawa site development. The proposed stone yard is considered impervious area. The applicant is proposing a minimum stone depth of 8 inches to help capture the stormwater runoff from the

proposed display accessory structures. There will be no access to the site from West Market Street. Access to the site would be through the adjacent site (Wawa). Mr. Swanner explained that they received staff's comment review memos and have been making revisions to the plans to address the remaining outstanding comments.

MOTION: by Patrick Hein to recommend the Board of Supervisors grant the following waivers:

- W1. Access Drive. (§42-9.B) to provide an access drive in the location shown on the plan less than 25' from the side property line. *See Dawood's associated comment below.* (Dawood Review Memo #1)
- W2. Preliminary Plan. (§121-9) to waive the submission of a preliminary plan.
- W3. Location of existing features within 200 feet of the subject tract. (§121-14.C.3) to not provide the existing features within 200 feet of the subject tract. *Dawood suggests an alternative means of providing similar information (see the associated comment below) and would not oppose the waiver if this were satisfied.* (Dawood Review Memo #1)
- W4. Traffic Impact Statement. (§121-14.F.1) to not require the submission of a traffic impact study. *Dawood does not support approval of this waiver. (See the associated comment below)* (Dawood Review Memo #1)
- W5. Sidewalks. (§121-25) to defer the installation of sidewalks. *Dawood has no objection to the deferment.* (Dawood Review Memo #1)

SECOND: by Fred Walters

MOTION PASSED: Unanimously (3-0)

MOTION: by Fred Walters to recommend the Board of Supervisors approve T-887 Preliminary/Final Land Development Plan for Pine Creek Structures pending the following comments being addressed prior to the plan being released for recording:

Zoning Ordinance (ZO):

- 1. On Sheet LD-2 under the Zoning/Site Data add # 16 to include the calculations for the number of shade/ornamental trees to be provided in accordance with §150-277.B For each 750 sq. ft. of required area for landscape strips, one shade/ornamental tree shall be provided. All required landscape strips shall have landscaping materials uniformly distributed along the entire length of the lot line abutting the yard. Please also include the calculations on Sheet LD-14.

Subdivision and Land Development Ordinance (SLDO):

- 1. §121-14.A.2...The plan shall include a signed statement by a registered surveyor that the description is based upon a survey and does not have an error of closure greater than one (1) foot in ten thousand (10,000) feet. See Appendix No. 1.
- 2. §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(s). Revise the waivers after BOS meeting. (Dawood Review Memo #1)
- 3. §121-14.E.2 & §121-15.F.3 A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. (§121-14.E.2) *The applicant has submitted a sewer planning module exemption mailer. Dawood Engineers has received the exemption mailer for this site on March 22 and April 12, 2024. Comments regarding deficiencies in the submission have been provided. Applicant must provide the additional information Dawood requested and resubmit for review.* (Dawood Review Memo #1) *Upon BOS Conditional approval, Township staff will forward this to*

*PA DEP for their review and action. Please provide a copy of the PA DEP approval to West Manchester Township prior to recording the plan.*

4. §121-14.E.3 A stormwater management plan in accordance with Chapter 113, Stormwater Management, as amended. Dawood Engineers will review and comment on the stormwater management plan submitted.
5. §121-14.F.1 Impact statements. Transportation. A Transportation Impact Study is required for all commercial land uses. *A waiver has been requested to not require the submission of a traffic impact statement. Dawood does not support a waiver of this requirements. At least some indication of expected trip generated by the business should be provided. Also, detailed information on how sheds will be delivered and removed from the site should be provided. (Dawood Review Memo #1)*
6. §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 of the deed 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 (See Appendix No. 2). *This must be dated following the last change or revision to said plan. Since there is development proposed on the lot, the owner must sign the plan. (Dawood Review Memo #1)*
7. §121-17 Financial security. Final plan applications that include public improvements that have not been installed shall include financial security...The amount of financial security shall be equal to 110% of the cost of completion estimated as of 90 days following the date scheduled for completion by the developer... Please provide financial security for public improvements not installed prior to recording the plan. Please provide a construction bond, letter of credit or escrow check. Bonds or letters of credit shall be automatically extending.
8. §121-17.D Construction of improvements. The applicant, in addition to all bonds or other security required, shall deliver to the Township a check payable to the Township in an amount equal to 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, inspection upon completion, administrative costs and other related costs. Please provide engineering escrow in the amount of 3.5% of the public improvements' financial security.
9. §121-19 Maintenance guaranty. The Board of Supervisors shall require the applicant to submit a maintenance guaranty or other approved guaranty to guarantee the structural integrity as well as function of any improvement shown on the final plan for a term not to exceed 18 months.
10. §121-21 As built plans. Provide two copies of as-built plans prior to issuance of occupancy certificates. Two copies of the plan shall be submitted to the Township, which shall distribute 1 copy of the plan to the Township Engineer. (Dawood Review Memo #1)

Stormwater Management:

1. §113-18.E.5 A soil erosion and sediment control plan, where applicable, as prepared for, reviewed, and approved by the York County Conservation District. Provide a copy of the plan and/or approval. (Dawood Review Memo #1)
2. §113-18.E.9 The SWM site plan shall also provide the following information where applicable – The SWM site plan shall include an operation and maintenance (O&M) plan for all existing and proposed physical stormwater management facilities. *This plan shall address long-term ownership and responsibilities for O&M as well as schedules and costs for O&M activities. Provide additional details regarding the design basis and construction for sump for inlet I-1. (Dawood Review Memo #1)*

3. §113-25 As built plans; completion certificate; final inspection. After construction, provide as-built plans and certification of the SWM BMPs included in the approved plan in accordance with the ordinance. (Dawood Review Memo #1)
4. §113-27 Operation and Maintenance Agreements. *Prepare and record an O&M Agreement. Submit to the Township for Township's signatures.* (Dawood Review Memo #1)

General Comments:

1. 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)
2. 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)
3. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
4. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF). Please scan and email a copy with all required signatures and recording information on the plans to WMT.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

**T-888 – Preliminary/Final Land Development Plan for Proposed Flex Industrial Building for 1850 Lemon, LP** – to depict the re-development of the parcel for a proposed industrial flex building and associated improvements on a 7.328-acre parcel **located at 1850 Lemon Street** (Tax Map: IH; Parcel: 0030B) in the General Industrial (I-3) Zone. Review/Action. *Tabled at the applicant's request on May 14, 2024.*

Zoning Officer Sampere stated that she received an email from the Applicant's Engineer, Robert Sandmeyer, requesting that the plan be tabled until the July 9, 2024, Planning Commission meeting.

MOTION: by Fred Walters to table T-888 – Preliminary/Final Land Development Plan for Proposed Flex Industrial Building for 1850 Lemon, LP, as requested by the Applicant's Engineer.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

**T-889 – Preliminary/Final Land Development Plan for Proposed Multifamily Residential Development for Weldon Drive, LLC** – to depict a proposed multifamily residential development (building with 24 dwelling units) and associated improvements on a 2.93-acre parcel **located along Weldon Drive** (Tax Map: 05; Parcel: 0037H) in the R-4 Residential Zone. Review/Action *Tabled at the applicant's request on May 14, 2024.*

Mr. Adam Anderson of Site Design Concepts and Stephen Weinstein, representative for Weldon Drive, LLC, presented the preliminary/final land development plan. Mr. Anderson stated that the land development plan depicts a 24-unit, 3 story building, associated off-street parking spaces, 2 access drives off of Weldon Drive and associated stormwater management. Mr. Anderson explained that Site Design Concepts has been out to the site to perform testing for stormwater management and to locate bedrock within the site. Multiple interested residents were in attendance to inquire about the proposed stormwater management, landscaping, screening, and grading of the proposed site. Adjacent neighbors voiced their concerns about potential blasting or the use of impaction devices to break up rock when encountered by the contractor. They were concerned about any damage the proposed construction may cause to their existing dwellings, including their superior walls. The applicant and his engineer agreed to

meet with the concerned residents to attempt to alleviate their concerns. Neighbors were also concerned about additional traffic and sight limitations on Weldon Drive. Some residents were interested in requesting a traffic study for the Township to consider limiting parking on one side of the street along Weldon Drive to improve sight distances for the existing driveways. Ms. Dell asked for clarification on the proposed number of EDUs for the project, as there are 24 apartment units being proposed, but only 7 EDUs were anticipated. Mr. Anderson stated that their client provided historical flow data for similar projects (1 and 2-bedroom apartment units) to Dawood Engineers which indicated that 7 EDUs was adequate for this project. Ms. Dell asked for clarification on the proposed lighting plan. Ms. Sampere stated that during the staff's in-house review meeting with the applicant, she strongly recommended that the proposed lighting be shielded during construction rather than once complaints arise. Mr. Anderson pointed out the note that was added to the plan indicating that shields would be added during construction. Township residents also inquired about the proposed timing of the project. The applicant anticipates construction to begin in the spring of 2025.

MOTION: by Fred Walters to recommend the Board of Supervisors grant the following waivers:

- W1. §121-9 Preliminary Plan. to waive the submission of a preliminary plan. Dawood has no objection to this waiver.
- W2. §113-17.K which requires a minimum pipe size of 15" diameter. The waiver is requested to allow smaller pipe diameter within the project site due to minimum internal drainage areas and depth to potential bedrock. Dawood has no objection to this waiver.
- W3. §121-33.C Shade Tree Listings. The Applicant requests to use PA Native trees not listed on the current list in the SALDO which is outdated.
- W4. §42-8.F Access Drive General Standards which allows only 1 access drive per lot frontage. The Applicant is requesting a waiver to allow 2 access drives along Weldon Drive for safety reasons.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors request the West Manchester Township Police Department to perform a traffic study to consider limiting the parking along Weldon Drive to one side of the street to address the concerns of the residents in attendance at tonight's meeting.

SECOND: Fred Walters

MOTION PASSED: Unanimously (3-0)

MOTION: by Fred Walters to recommend the Board of Supervisors approve the preliminary/final land development plan for Weldon Drive, LLC subject to the following comments being addressed prior to the plan being released for recording:

Subdivision and Land Development Ordinance (SLDO):

1. §121-14.C.3.b The location of the following features and any related rights-of-way; sanitary sewer mains (including manhole numbers)... *Please provide existing manhole numbers at each manhole shown on the plans and add to each applicable sheet in the plan set. On Sheet C-6, there is a manhole at the top of the sheet along Weldon Drive that is not labeled. Please label the existing manhole with the number.*
2. §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(s). Revise the waivers after BOS meeting based upon their decisions. (Dawood Review Memo #1)
3. §121-14.E.2 & §121-15.F.3A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537

- of 1966, as amended. *The applicant has submitted a sewer planning module exemption mailer proposing 7 EDUs for 24 dwelling units. Is this an adequate number of proposed EDUs? Dawood Engineers shall review the exemption mailer and provide a recommendation to the PC and the BOS. Upon BOS Conditional approval, Township staff will forward this to PA DEP for their review and action. Please provide a copy of the PA DEP approval to West Manchester Township prior to recording the plan.*
4. §121-14.E.3 A stormwater management plan in accordance with Chapter 113, Stormwater Management, as amended. *Dawood Engineers will review and comment on the stormwater management plan submitted.*
  5. §121-14.G.2 & §121-15.F Certifications and notifications. A statement by the individual responsible for the data to the effect the survey, plan and/or other general data are correct. (See Appendix No. 1) *This statement must be placed on both plans and reports. Sign and seal the plans and reports. (Dawood Review Memo #1)*
  6. §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 (see Appendix No. 2) *This must be dated following the last change or revision to said plan. Since there is development proposed on the lot, the owner must sign the plan. (Dawood Review Memo #1)*
  7. §121-16.B.1 *Improvement Guaranties. No final plan shall be signed by the Board of Supervisors for recording in the office of the York County Recorder of Deeds unless a financial security in accordance with §121-17 is accepted by the Board of Supervisors and/or the improvements required by this chapter have been installed. Please submit public improvements cost estimate for review and acceptance for public improvements that will not be completed prior to recording the plan.*
  8. §121-17 Financial security. Final plan applications that include public improvements that have not been installed shall include financial security...The amount of financial security shall be equal to 110% of the cost of completion estimated as of 90 days following the date scheduled for completion by the developer... *Please provide financial security for public improvements not installed prior to recording the plan. Please provide a construction bond, letter of credit or escrow check. Bonds or letters of credit shall be automatically extending.*
  9. §121-17.D Construction of improvements. The applicant, in addition to all bonds or other security required, shall deliver to the Township a check payable to the Township in an amount equal to 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, inspection upon completion, administrative costs and other related costs. *Please provide engineering escrow in the amount of 3.5% of the public improvements' financial security.*
  10. §121-19 Maintenance guaranty. The Board of Supervisors shall require the applicant to submit a maintenance guaranty or other approved guaranty to guarantee the structural integrity as well as function of any improvement shown on the final plan for a term not to exceed 18 months.
  11. §121-21 As built plans. Provide two copies of as-built plans prior to issuance of occupancy certificates. Two copies of the plan shall be submitted to the Township, which shall distribute 1 copy of the plan to the Township Engineer.
  12. §121-33.C Shade trees. Acceptable varieties of shade trees include: Pyramidal European hornbeam, Norway maple, Marshall's seedless ash, ~~Sugar maple~~, Red oak, Littleleaf European

- linden, Sycamore, Columnar Norway maple, ~~Bradford pear~~, Greenspire linden, Ginkgo, Pin oak, and Tulip poplar. *The landscape schedule lists varieties of trees outside of this list. Update the plans to reflect the approved trees. (Dawood Review Memo #1, Revision #1) The Applicant is requesting a waiver to plant other PA native trees.*
13. §121-34.A Sanitary sewage disposal... Notice of approval from the PA Department of Environmental Resources be submitted as a condition of final plan approval. *The submitted Sewage Planning Module Exemption Mailer package is under review by Dawood. A recommendation to the Township will be forthcoming. PADEP approval must be required before plan recording. Please submit a copy of the PADEP approval letter to the Township. (Dawood Review Memo #1)*
  14. §121-36 Local Recreation sites. Residential subdivision and/or land development plan applications shall consider the recreational needs that will be generated by the proposed development.
    - A. Where the application of these area standards would result in an open space or recreation site too small to be usable or if the Comprehensive Plan calls for such local recreation site to be located elsewhere or if a suitable local recreation site cannot be properly located in the land development, as determined by the Township, a payment of a fee in lieu of dedication of such land is required. The following procedures must be followed:
      1. The amount of the fee shall be set by resolution of the Board of Supervisors. This fee shall be based on the prevailing average value of the land after development and shall be substantially equal to the value of land that would be set aside if the standards in subsection A.2 were applied.
      2. The fee shall be paid to the Township prior to approval of the final plan. \$1,500 per lot or dwelling unit.
      3. All monies paid to the Township in this manner must be kept in a capital reserve fund established as provided by law. Monies in such capital reserve fund must be used only for the acquisition of land for park and recreation purposes or for capital improvements to existing Township-owned or Township-leased recreation areas.

*Please provide payment in the amount of \$36,000 for the fee in lieu of recreation land dedication to West Manchester Township prior to recording the plan.*

**Access Drive Ordinance:**

1. §42-8.F The number of access drives intersecting with a street line may not exceed one per lot. The Board of Supervisors may grant permission for additional access points where required to meet exceptional circumstances and where frontage of unusual length exists. *The plan shows 2 access drives on the lot. A waiver must be requested for the second access drive. The Applicant has requested a waiver.*

**Stormwater Management Ordinance (SWMO):**

1. §113-18.E.5 A soil erosion and sediment control plan, where applicable, as prepared for, reviewed and approved by the York County Conservation District. Provide a copy of the plan and/or approval. (Dawood Review Memo #1) The Applicant has stated that the NPDES permit for this project has been granted administrative approval and is currently in technical review.
2. §113-18.E.9 The SWM site plan shall include an operation and maintenance agreement (O&M) plan for all existing and proposed physical stormwater management facilities. This plan shall

address long-term ownership and responsibilities for operation and maintenance as well as schedules and costs for O&M activities. *Provide the required O&M plan and agreement. On closer examination during the in-house review meeting this comment is adjusted. Information regarding the O&M is provided on the right-hand-side of C-11. When adding the signature block, required by §113-18.E.11, please do not neglect to indicate the owner will be responsible for the costs of the O&M activities.* (Dawood Review Memo #1, Revision #1)

3. §113-18.E.11 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. *Provide the signature block on the plan.* (Dawood Review Memo #1)
4. §113-25 As built plans; completion certificate, final inspection. *After construction, provide as-built plans and certification of the SWM BMPs included in the approved plan in accordance with the ordinance.* (Dawood Review Memo #1)
5. §113-27 Operation and maintenance agreements. *Prepare and record an O&M agreement. Please submit the O&M for Township signatures before recording.* (Dawood Review Memo #1)

**General Comments:**

- 1.. 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)
2. 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)
3. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
4. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF). Please scan and email a copy with all required signatures and recording information on the plans to WMT.

**Adjustments to the Plans:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states, “the standards and requirements contained in this article shall apply as minimum design standards for subdivisions and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements that those contained herein, the more restrictive shall apply.”

1. Due to the high degree of variability in the infiltration rate, especially for the north end of Infiltration Bed #2, we recommend that additional infiltration testing be performed when the bed reaches the finished grade and before geotextile and stone are added. Then, if necessary, the bed bottom should be adjusted to maximum the infiltration capacity. (Dawood Review Memo #1)

SECOND: Patrick Hein

MOTION PASSED: Unanimously (3-0)

**T-890 Final Subdivision Plan for Christy A. McClain** – to depict the consolidation of **Lot 1 known as 2110 Orange Street and Lot 2 known as 2100 Orange Street** to create one parcel of 0.507 acres (Tax Map: 04; Parcel: 142C and 142D) in the R-3 Residential Zone.



Mr. Josh Myers of Shaw Surveying presented the final subdivision plan. Mr. Shaw stated that the applicant owns two properties along the 2100 block of Orange Street. The property is situated at the corner of Berwick Street and Orange Street. One parcel is vacant and the other parcel is developed with a single-family detached dwelling, driveway, shed, fence and underground rainwater seepage pit. The property owner desires to join the properties together to create one parcel of approximately 0.507 acres. The applicant is not proposing any land development or additional sewer flows for the subject property. The applicant is requesting a waiver not to install sidewalks along Berwick Street. The applicant is also requesting a waiver not to plant a shade tree in the front yard. She has multiple rose bushes planted in her front yard and would have to remove/relocate some rose bushes to accommodate a shade tree.

MOTION: by Patrick Hein to recommend the Board of Supervisors grant the following waivers, as requested:

- W1. §121-25 Curbs and Sidewalks. Applicant is requesting to not be required to install curbs and sidewalks along Berwick Street.
- W2. §121-33.C Shade Trees. Applicant is requesting a waiver not to be required to plant a shade tree in the front yard.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (3-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors approve the final subdivision land for Christy A. McClain subject to the following comments being addressed prior to releasing the plan for recording:

General Comments:

1. Under the Site Data Table on Sheet 1 of 1, please update all references to the R8 Urban Residential Zone under the Zoning Requirements. It is not a zoning classification in West Manchester Township. It should be R-3 Residential Zone.
2. 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)
3. A new legal description for the newly combined lot must be prepared and recorded with the plan so that the York County tax maps are updated.
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)

**T-891 Preliminary/Final Land Development Plan for York Garber I** – to depict a proposed 204,474 sq. ft. solar energy farm located at 1750 Taxville Road (Tax Map: IG; Parcel: 0059) in the Agricultural Zone. This plan submission replaces SK-24-01.

Mr. Mike Roth of Pennoni Associates presented the preliminary/final land development plans for T-891 and T-892 in the same presentation. Mr. Roth explained that the plans depict the construction of a solar energy farm on the eastern and western portions of the property. The plans depict solar panels, gravel lanes, equipment pads, low vegetative cover, fences, and rain gardens associated with the projects. Mr. Roth explained that the applicant submitted two separate plans because there are two separate interconnection agreements for the projects. The applicant understands that a decommissioning bond will be required for each project site. Mr. Walters asked if there would be any livestock grazing through the solar panel site. The applicant stated that livestock is not proposed. The applicant received a copy of the staff's comment memos and is currently working to address the outstanding comments in order to

obtain the Board of Supervisors' approval. Mr. Roth explained that the applicant is seeking a total of eight waivers. Dawood Engineers was not apposed to any of the requested waivers or deferrals.

MOTION: by Felicia Dell to recommend the Board of Supervisors grant the following waivers, as requested:

- W1. §121-9 Preliminary Plan. The waiver request is to combine the preliminary and final land development plans instead of submitting individual preliminary and final land development plans.
- W2. §121-14.A.1 Drafting Standards. The waiver request is to allow 1"=150' on overall sheets instead of the maximum scale of 1"=100'.
- W3. §121-23.C Improvements to existing streets. The waiver request is to not be required to make any improvements to the existing streets. (Deferral)
- W4. §121-23.R.4 Streets, access drives and driveways. The waiver request is to provide an area of a "K" turn in lieu of a cul-de-sac and to not pave the turnaround area.
- W5. §121-25 Sidewalks and curbs. The waiver request is to not be required to install curb or sidewalk along Taxville Road.
- W6. §42-8.F Access drives. The waiver request is to allow for multiple access drives to intersect with the street line of Taxville Road.
- W7. §113-17.H.1 Stormwater design standards. The waiver request is to not provide inlets along the driveway. Roadside swales will be utilized to manage runoff and will be sized for the 10-year storm.
- W8. §113-17.H.2 Stormwater design standards. The waiver request is to not provide calculations for flow crossing the center line of a local road or driveway intersection. This condition does not exist because there is an existing storm ditch where runoff from Taxville Road as well as runoff from the site will drain without flowing towards intersection.

SECOND: Patrick Hein

MOTION PASSED: Unanimously (3-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors approved the preliminary/final land development plan for York Garber I subject to the following comments being addressed prior to releasing the plan for recording:

**Zoning Ordinance (ZO):**

- 1. §150-357.4.E Solar energy farms that are connected to the utility grid shall provide written authorization from the local utility company acknowledging and approving such connection. Please provide a copy of the written authorization from the utility company. (Dawood Review Memo #1)
- 2. §150-357.4.I the Board of Supervisors may require opaque fencing to visually screen the solar energy farm from adjacent public streets or residential uses. Please provide screening and include it on all applicable sheets of the plan set. Provide a fence detail sheet.
- 3. §150-357.4.O.3 Please submit the cost estimates for evaluations. Financial security must be posted and must be maintained according to the requirements of this ordinance. Financial security shall be in the form of a letter of credit (auto-extending) or cash to be held in escrow. (Dawood Review Memo #1)
- 4. §150-357.4.E Solar energy farms that are connected to the utility grid shall provide written authorization from the local utility company acknowledging and approving such connection. *Please provide a copy of the written authorization from the utility company.*
- 5. §150-357.4.L The applicant shall demonstrate compliance with the West Manchester Township Stormwater Management Ordinance. Solar energy farm facility owners are encouraged to use

low-maintenance and/or low growing vegetative surfaces under the system as a best management practice for stormwater management. *Dawood Engineers will review the stormwater management BMP submitted by the Applicant and provide comments in their review memo.*

6. §150-357.4.N Access drives are required to allow for maintenance and emergency management vehicles. The minimum cartway width shall be no less than 12 feet. The solar energy farm shall provide one off-street parking space per 25 acres of developed solar energy farm up to a maximum of five spaces. *Please indicate the number of required parking spaces to be provided, show them on all applicable sheets of the plan, and add the requirements to the Zoning Compliance Summary Table.*
7. The facility owner shall submit an estimate for the total cost of decommissioning without regard to salvage value of the equipment (gross decommissioning cost), and also an estimate of the cost of decommissioning net of the salvage value of the equipment (net decommissioning cost) to the Township for review and approval prior to the first anniversary of the issuance of an occupancy permit for the solar energy farm and every fifth year thereafter. The facility owner shall post and maintain financial security in the amount of the net decommissioning costs; provided that at no point shall the financial security be less than 25% of the gross decommissioning costs. The financial security shall be in the form of a bank-issued letter of credit or cash escrow or other form of financial security approved by the Board. Cash escrow funds shall be held in an interest-bearing escrow account for the benefit of the facility owner. §150-357.4.O.3. *Please submit the cost estimates for evaluations. The financial security must be posted and must be maintained according to the requirements of this ordinance. Financial security shall be in the form of a letter of credit or cash to be held in escrow. Letters of credit must be automatically extending.*
8. §150-276 Ground cover. Any part of the site which is not used for buildings, other structures, loading or parking spaces and aisles, sidewalks and designated storage areas shall be planted with an all-season ground cover approved by the Board of Supervisors (ie. grass, ivy, vetch, pachysandra, etc.) It shall be maintained to provide an attractive appearance, and all non-surviving plants shall be replaced promptly.
9. §150-277 Landscaping. Any required landscaping (landscape strips and interior landscaping) shall include a combination of the following elements: deciduous trees, ground covers, evergreens, shrubs, vines, flowers, rocks, gravel, earth mounds, berms, walls, fences, screens, sculptures, fountains, sidewalk furniture or other approved materials. Artificial plants, trees and shrubs may not be used to satisfy any requirement for landscaping or screening. No less than 80% of the require landscape area shall be vegetative in composition, and no outdoor storage shall be permitted within the require landscape areas.
10. §150-277.B For each 750 square feet of required area for landscape strips, one shade/ornamental tree shall be provided...If deciduous, these trees shall have a clear trunk at least 5 feet above finished grade; if evergreen, these trees shall have a minimum height of 6 feet. All required landscape strips shall have landscaping materials uniformly distributed along the entire length of the lot line abutting the yard.

**Subdivision and Land Development Ordinance (SLDO) Preliminary Plan/Final Plan:**

1. Drafting Standards. §121-14.A.2 See Appendix No. 1. *Survey Data block and signature must be added to the plan. (Dawood Review Memo #1)*
2. The name and address of the owner shall be noted on the plan. §121-14.B.3 *Please note the property owner's address on the plan under her name.*

3. Zoning Site Data Table. §121-14.B.9. *A statement on the plan identifying the district, lot size and/or density requirements of the prevailing zoning ordinance and any existing variances, special exceptions, conditional uses and nonconforming structures/uses shall be listed on the notes sheet of the plan.* (Dawood Review Memo #1) Add the table into the notes sheet as well.
4. The location and description of existing lot line markers and monuments along the entire perimeter of the entire existing tract. §121-14.B.11. *Please add to all applicable pages of the plan.*
5. The location and name of existing rights-of-ways and cartways for streets, access drives, driveways and service streets. §121-14.C.3.a. *Please label the streets with their T-#. (ie. T-813 Taxville Road, Ashton Road (private), T-812 Derry Road) Please indicate the street right-of-way width and the cartway width for each. Please clarify what the 60' and the 16.5' references are for along Taxville Road.*
6. The location of the following features 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 which affect stormwater runoff on the subject tract. §121-14.C.3.b. *Please indicate where the proposed stormwater facilities are located on all applicable pages of the plan. In the event of a fire, are there any proposed fire hydrants? The definition of a solar farm states: "Solar energy farms do not require public water or sewer, have no permanent on-site employees or office buildings and generate minimal traffic during normal operations." The applicant should discuss fire prevention measures with the Township's Fire Chief, Clifton Laughman.* (Dawood Review Memo #1) Please indicate the above-mentioned features in the existing site plans. If not present, then put a note on the notes page.
7. A statement on the plan indicating the density, minimum lot size, etc. This statement shall also include the criteria to calculate off-street parking, lot coverage and other requirements of the Township Zoning Ordinance. §121-14.D.5 *Please update the Zoning Compliance Summary Table with all the required data.* (Dawood Review Memo #1) Add the density, type of sanitary sewer, sewage disposal system with the table if applicable.
8. Easements. §121-14.D.6. *Please show all easements on all applicable sheets on the plan.*
9. Building setback lines with distances from the street right-of-way. A typical example may be used to identify side and rear yard setback; however, odd or unusual shaped lots shall be plotted with all setback lines. §121-14.D.7. *Please show all distances from the minimum building setback lines to the street rights-of-way and all property lines for the entire lot on all applicable pages of the plan.*
10. Proposed features. §121-14.D.12 The location and materials of all permanent monuments and lot line markers, including a note that all are set or indicating when they will be set. Show the locations or indicate and label where they will be set in existing and proposed plans. (Dawood Review Memo #1)
11. Size and material for water and stormwater management facilities. §121-14.D.10. *Dawood Engineers will review this information and provide comments on their review memo.*
12. The location and material of all permanent monuments and lot line markers including a note that all monuments and lot line markers are set or indicating when they will be set. §121-14.D.12. *Please add lot line markers to the plan with the applicable information.*
13. 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(s). §121-14.D.15. *Please add any waiver requests to the title page of the plan and add a line for the date of the action and the outcome of the Board's action for each requested waiver.*

14. A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. §121-14.E.2 *Add a note to the plan that no sewer is proposed. Consideration should be given to sewer facilities if employees are proposed to be at the property for any length of time when repairing or maintaining the solar energy panels and associated inverters. Also add a note on the plan as to how sewage for the existing uses on the property is handled. Is there on-site septic or public sanitary sewer facilities used? Please indicate on all applicable sheets of the plan.*
15. Transportation Impact Statement. §121-14.F.1. *A transportation impact statement should be provided to the Township for review. (Dawood Review Memo #1)*
16. Certifications and notifications. Where the land included in the subject application has an electric or telephone transmission line, a gas pipeline or a petroleum products transmission line located within the tract, the application shall be accompanied by a letter from the owner or lessee of such right-of-way, stating any conditions on the use of the land and the minimum building setback and/or rights-of-way lines. This requirement may also be satisfied by submitting a copy of the recorded agreement. §121-14.G.1 (Dawood Review Memo #1)
17. Applicable plan notations. §121-14.G.3. See Appendix No. 7 Please add the following language under General Notes on Sheet 2 of 20.  
Future Improvements – The owners, heirs, assigns, or successors in the title agree that they shall install, at the owners’ expense, concrete curbing, concrete sidewalk or both concrete curbing and sidewalk and any necessary road widening to accompany the curbing, according to Township and/or state specifications, within 6 months from receipt of certified notification from the Township for these street frontages.  
Existing Building Status – Buildings shown on this plan were constructed prior to March 31, 1987.
18. Add the Statement of Ownership, Acknowledgment of Plan add Offer of Dedication as per Appendix No. 2 *Relocate the signature blocks to Sheet 1 of 20.*
19. A statement and signature block acknowledging final plan approval (See Appendix No. 5. *Please add this signature block to the title page of the plan. Relocate the signature blocks to Sheet 1 of 20.*
20. Notice from the PA Department of Environmental Protection that a sewer facilities plan revision or supplement has been approved. §121-15.F.3 *Provide a sewer planning module exemption approval from PA DEP. The definition of a solar energy farm states: “Solar energy farms do not require public water or sewer, have no permanent on-site employees or office buildings and generate minimal traffic during normal operations.” (Dawood Review Memo #1)*
21. A notarized statement signed by the landowner, to the effect that the land development shown on the plan is the act and deed of the owner, that all those signing are the owners of the property shown on the survey and plan, and that they desire the same to be recorded as such. (See Appendix No. 2) This must be dated following the last change or revision to the said plan. §121-15.F.4 *Please add this signature statement to the title page of the plan. Relocate the signature block to Sheet 1 of 20.*
22. A statement to accommodate the York County Recorder of Deeds information (See Appendix No. 6) *Please add this signature block to the title page of the plan. Relocate the signature block to Sheet 1 of 20.*
23. Improvement guaranties in accordance with Article V. §121-15.F.9 *Improvement guaranties will be required prior to the recording of the plan. Please submit an estimated cost of public improvements for Dawood Engineers to review.*

24. Financial Security. §121-17 *Financial security is required prior to recording the plan. West Manchester Township prefers automatically extending or evergreen irrevocable letters of credit or escrow accounts. Such financial security shall be posted by a reputable chartered lending institution or bonding company authorized to do so in the Commonwealth of Pennsylvania and is subject to review by the Township Solicitor for adequacy. (Dawood Review Memo #1) Provide a cost estimate with the next submission.*
25. Engineering escrow shall be delivered to the Township, prior to recording the plan, in the form of a check payable to the Township in the amount equal to 3.5% of the bond or other security. If the amount furnished is not sufficient to cover inspections, administrative and other related costs, the applicant shall furnish additional amounts from time to time, when notified to do so. §121-17.D *Provide engineering escrow prior to recording the plan.*
26. Maintenance guaranty. §121-19. *A maintenance guaranty will be required.*
27. As-built plans. §121-21. Upon completion of all required improvements and prior to the issuance of occupancy permits, the applicant shall submit an as-built plan showing the location, dimension and elevation of all public improvements. In addition, the plan shall indicate the resultant grading, drainage structures, and/or drainage systems and erosion and sediment control practices, including vegetative measures, are in substantial conformance with the previously approved drawings and specifications. The plan shall not all deviation from the previously approved drawings. *Two copies of the plan shall be submitted to the Township, which shall distribute one copy to the Township Engineer and retain one copy for the Township files.*
28. §121-23.R.1 Access drives do not require a specific right-of-way; however, the minimum cartway shall be 24 feet. Revise the plans accordingly. (Dawood Review Memo #1)
29. §121-23.R.4 Access drives which form cul-de-sac shall not exceed 1,600 feet in length, measured from the center line of a street or access drive which is not a cul-de-sac. Access drive cul-de-sac which do not terminate in a parking compound shall be provided at the terminus with a fully paved turnaround with a minimum diameter of 100 feet. The cul-de-sac have too small a diameter. Additionally, this says the turnaround must be paved. Revise the plans accordingly. (Dawood Review Memo #1)
30. Easements. §121-28 Easements for sanitary sewer facilities, stormwater drainage facilities, public utilities or pedestrian access shall meet the standards listed in in A-F. *Provide easements on the property as required by the sections listed. Please show the easements on all applicable pages of the plan. The applicant will provide a blanket easement for the proposed stormwater drainage facilities. (Dawood Review Memo #1)*
31. Survey monuments and markers. §121-29 *Permanent stone or concrete monuments and markers are required.*
32. Stormwater Management. §121-30 All land development applications shall include stormwater management data as required in accordance with the prevailing West Manchester Township Stormwater Management Ordinance. *Dawood Engineers will review and comment on the provided PCSM report.*

**Access Drive Ordinance:**

1. §42-8.D Access drives shall be designed and constructed to minimize excessive dust, noise and similar inconveniences to adjoining properties and to avoid depositing dust, mud or other foreign material on the public roadway. *How will the access drives be designed to minimize dust, noise, etc.? Will they be paved 75' back from the road right-of-way similar to the requirements for a residential driveway?*

**Stormwater Management Ordinance:**

1. §113-12.I The design of all facilities in areas of carbonate geology or karst topography shall include an evaluation of measures to minimize adverse effects, including hydro-geologic studies if required by the Township. Portions of the solar panel areas are indicated to be in carbonate geologic units.
2. §113-12.E For all regulated activities, implementation of the volume controls in 113-14 is required, unless specifically exempted under 113-12.C , or exempted by an approved modification request, as specified in 113-20B of this chapter. Describe and show how the solar array areas can be considered pervious area and the past development vegetation as meadow as detailed in the DEP FAQ #4 item. (DEP Chapter 102 Permitting for Solar Panel Farms Frequently Asked Questions)
3. §113-12.D For all regulated earth-disturbance activities, erosion and sediment control BMPs shall be designed, implemented, operated and maintained during the earth disturbance activities. Provide the total area of earth disturbance.
4. §113-12.K All encroachment activities shall comply with the requirements of PA DEP, 25 Pa. Code 105 (Water Obstructions and Encroachments). Provide a copy of the permit application and associated detailed information as required in the Stormwater Management Ordinance. Also address whether the replacement wetlands are required.
5. §113-17.H Stormwater flow along streets and access drives. The design incorporates stormwater flow across and along the access drive. Please examine paragraphs 1 and 2 of §113-17.H, revise the plans, and expand the content of the PCSSM report accordingly. Alternately, appropriate waivers could be requested.
6. §113-17.N.1.b.26 Infiltration BMPs intended to receive runoff from developed areas shall be selected based on suitability of soils and site conditions and shall be constructed on soils that have the following characteristics: (b) An infiltration and/or percolation rate sufficient to accept the additional stormwater load and drained completely as determined by field tests conducted by the Owner's professional designer. Provide geotechnical and infiltration test results and report.
7. §113-17.M Surface flow characteristics: The maximum swale, gutter, or curb stormwater runoff shall be maintained at levels which result in a stable condition both during and after construction. Provide the amount of solar panel area on slopes of 8% or greater in addition to analyzing the flow characteristics of the existing receiving drainage facilities.
8. §113-18.E.1 The SWM site plan shall also provide the following information where applicable: (1) The overall stormwater management concept for the project,, including any additional information required for the post-construction stormwater management plan as applicable. The Ernst seeding mixes on sheet 9501 shall be added to the seeding table on sheet CS8501.
9. §113-18.E.9 The SWM site plan shall include an operation and maintenance plan for all existing and proposed physical stormwater management facilities. This plan shall address long-term ownership and responsibilities for O&M as well as schedules and costs for O&M activities. An O&M Agreement shall be executed and recorded in accordance with section PCSM 113-27.
10. §113-18.E.11 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 an maintenance of the facilities. An associated signature block should be added. It must also be sealed and notarized before recording the plans.
11. §113-18.E.19 The name of the development, the name and address of the owner of the property, and the name and address of the individual or firm preparing the plan. 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. All signatures are required.
12. §113-18.E.23 Horizontal and vertical profiles of all open channels, including hydraulic capacity. Provide detailed information on the existing drainage features that the project flows discharge to, continuing to the street drainage or receiving stream.
  13. §113.-18.E.26 The SWM site plan shall also provide the following information: The effect of the proposed regulated activity in terms of runoff volumes and peak flows on adjacent properties and/or any existing municipal stormwater collection system that may receive runoff from the project site. Though the PCSM report contains much of the required information no table or summary specifically comparing pre and post development conditions was found. Revised the report accordingly.
  14. §113-28 Performance guarantee – For stormwater site plans that involve subdivision and land development the applicant shall provide a financial guarantee to the Township for the timely installation and proper construction of all stormwater management controls as required by the approved SWM site plan and this chapter in accordance with the provisions of Section 5069, 510, and 511 of the PA MPC. :Provide and estimate with the next submission.

#### **Adjustments to the Plan:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states: “the standards and requirements contained in this article shall apply as minimum design standards for subdivision and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements than those contained herein, the more restrictive shall apply.”

1. Provide the length and width dimensions of the proposed solar panels and the clear distance between panel rows open to direct rainfall.
2. Explain the inconsistency between the orientation of the solar panel array rows shown on the plans and the orientation shown in the detail on sheet CS 6001. If the rows are to be oriented in the east west axis to have the panels facing south, it appears that the plan orientation is 90 degrees off based on the direction of the north arrow.
3. In the E&S note 3 on Sheet CS 8000, the 70% coverage needs to be replaced by 90%, since that is the required coverage for the vegetation to be considered as meadow in the post-developed condition in the DEP FAQ item 4. Provide remediation options if the low growing ground cover vegetation does not achieve 90% coverage. It is unclear whether additional BMPs may be needed since drainage areas DP-1-C and DP-1-D have no BMPs other than the post-development condition of meadow for the vegetation.
4. Please clarify why the chain link fence detail on sheet CS6001 shows pool deck on the right side. Also, the posts appear to be encased in concrete below grade. It is unclear whether that area has been included in the impervious area calculations.

#### **General Comments:**

1. A benchmark should be shown on the plan.
2. Please relocate all required signature blocks to Sheet 1 of 20.
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. Stormwater Operation & Maintenance Agreement required.



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. A Knox box shall be required for each of the proposed gates for Fire Department access in emergent situations.
8. Please add a signature block to the title page indicating that the land development plan was reviewed by the York County Planning Commission.
9. An E&S plan and N.P.D.E.S. approvals by the York County Conservation District (YCCD) are required prior to recording the plan.
10. Michael Kissinger's Signature block references Montgomery Township rather than West Manchester Township. Please utilize the language in Appendix No. 1 in the West Manchester Township Subdivision and Land Development Ordinance.
11. In the owner's signature block, notary is misspelled. Please revise.
12. Utilize the final plan signature block for the Board of Supervisors rather than the preliminary plan signature block. See Appendix No. 5.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (3-0)

**T-892 Preliminary/Final Land Development Plan for York Garber II** – to depict a proposed 230,802 sq. ft. solar energy farm **located at 1750 Taxville Road** (Tax Map: IG; Parcel: 0059) in the Agricultural Zone. This plan submission replaces SK-24-02.

Mr. Mike Roth of Pennoni Associates presented the preliminary/final land development plans for T-891 and T-892 in the same presentation. Mr. Roth explained that the plans depict the construction of a solar energy farm on the eastern and western portions of the property. The plans depict solar panels, gravel lanes, equipment pads, low vegetative cover, fences, and rain gardens associated with the projects. Mr. Roth explained that the applicant submitted two separate plans because there are two separate interconnection agreements for the projects. The applicant understands that a decommissioning bond will be required for each project site. Mr. Walters asked if there would be any livestock grazing through the solar panel site. The applicant stated that livestock is not proposed. The applicant received a copy of the staff's comment memos and is currently working to address the outstanding comments in order to obtain the Board of Supervisors' approval. Mr. Roth explained that the applicant is seeking a total of eight waivers. Dawood Engineers was not apposed to any of the requested waivers or deferrals.

MOTION: by Patrick Hein to recommend the Board of Supervisors grant the following waivers, as requested:

- W1. §121-9 Preliminary Plan. The waiver request is to combine the preliminary and final land development plans instead of submitting individual preliminary and final land development plans.
- W2. §121-14.A.1 Drafting Standards. The waiver request is to allow 1"=150' on overall sheets instead of the maximum scale of 1"=100'.
- W3. §121-23.C Improvements to existing streets. The waiver request is to not be required to make any improvements to the existing streets. (Deferral)
- W4. §121-23.R.4 Streets, access drives and driveways. The waiver request is to provide an area of a "K" turn in lieu of a cul-de-sac and to not pave the turnaround area.
- W5. §121-25 Sidewalks and curbs. The waiver request is to not be required to install curb or sidewalk along Taxville Road.

- W6. §42-8.F Access drives. The waiver request is to allow for multiple access drives to intersect with the street line of Taxville Road.
- W7. §113-17.H.1 Stormwater design standards. The waiver request is to not provide inlets along the driveway. Roadside swales will be utilized to manage runoff and will be sized for the 10-year storm.
- W8. §113-17.H.2 Stormwater design standards. The waiver request is to not provide calculations for flow crossing the center line of a local road or driveway intersection. This condition does not exist because there is an existing storm ditch where runoff from Taxville Road as well as runoff from the site will drain without flowing towards intersection.

SECOND: Fred Walters

MOTION PASSED: Unanimously (3-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors approved the preliminary/final land development plan for York Garber II subject to the following comments being addressed prior to releasing the plan for recording:

**Zoning Ordinance (ZO):**

1. §150-357.4.E Solar energy farms that are connected to the utility grid shall provide written authorization from the local utility company acknowledging and approving such connection. Please provide a copy of the written authorization from the utility company. (Dawood Review Memo #1)
2. §150-357.4.I the Board of Supervisors may require opaque fencing to visually screen the solar energy farm from adjacent public streets or residential uses. Please provide screening and include it on all applicable sheets of the plan set. Provide a fence detail sheet.
3. §150-357.4.O.3 Please submit the cost estimates for evaluations. Financial security must be posted and must be maintained according to the requirements of this ordinance. Financial security shall be in the form of a letter of credit (auto-extending) or cash to be held in escrow. (Dawood Review Memo #1)
4. §150-357.4.E Solar energy farms that are connected to the utility grid shall provide written authorization from the local utility company acknowledging and approving such connection. *Please provide a copy of the written authorization from the utility company.*
5. §150-357.4.L The applicant shall demonstrate compliance with the West Manchester Township Stormwater Management Ordinance. Solar energy farm facility owners are encouraged to use low-maintenance and/or low growing vegetative surfaces under the system as a best management practice for stormwater management. *Dawood Engineers will review the stormwater management BMP submitted by the Applicant and provide comments in their review memo.*
6. §150-357.4.N Access drives are required to allow for maintenance and emergency management vehicles. The minimum cartway width shall be no less than 12 feet. The solar energy farm shall provide one off-street parking space per 25 acres of developed solar energy farm up to a maximum of five spaces. *Please indicate the number of required parking spaces to be provided, show them on all applicable sheets of the plan, and add the requirements to the Zoning Compliance Summary Table.*
7. The facility owner shall submit an estimate for the total cost of decommissioning without regard to salvage value of the equipment (gross decommissioning cost), and also an estimate of the cost of decommissioning net of the salvage value of the equipment (net decommissioning cost) to the Township for review and approval prior to the first anniversary of the issuance of an occupancy permit for the solar energy farm and every fifth year thereafter. The facility owner

shall post and maintain financial security in the amount of the net decommissioning costs; provided that at no point shall the financial security be less than 25% of the gross decommissioning costs. The financial security shall be in the form of a bank-issued letter of credit or cash escrow or other form of financial security approved by the Board. Cash escrow funds shall be held in an interest-bearing escrow account for the benefit of the facility owner. §150-357.4.O.3. *Please submit the cost estimates for evaluations. The financial security must be posted and must be maintained according to the requirements of this ordinance. Financial security shall be in the form of a letter of credit or cash to be held in escrow. Letters of credit must be automatically extending.*

8. §150-276 Ground cover. Any part of the site which is not used for buildings, other structures, loading or parking spaces and aisles, sidewalks and designated storage areas shall be planted with an all-season ground cover approved by the Board of Supervisors (ie. grass, ivy, vetch, pachysandra, etc.) It shall be maintained to provide an attractive appearance, and all non-surviving plants shall be replaced promptly.
9. §150-277 Landscaping. Any required landscaping (landscape strips and interior landscaping) shall include a combination of the following elements: deciduous trees, ground covers, evergreens, shrubs, vines, flowers, rocks, gravel, earth mounds, berms, walls, fences, screens, sculptures, fountains, sidewalk furniture or other approved materials. Artificial plants, trees and shrubs may not be used to satisfy any requirement for landscaping or screening. No less than 80% of the require landscape area shall be vegetative in composition, and no outdoor storage shall be permitted within the require landscape areas.
10. §150-277.B For each 750 square feet of required area for landscape strips, one shade/ornamental tree shall be provided...If deciduous, these trees shall have a clear trunk at least 5 feet above finished grade; if evergreen, these trees shall have a minimum height of 6 feet. All required landscape strips shall have landscaping materials uniformly distributed along the entire length of the lot line abutting the yard.

**Subdivision and Land Development Ordinance (SLDO) Preliminary Plan/Final Plan:**

1. Drafting Standards. §121-14.A.2 See Appendix No. 1. *Survey Data block and signature must be added to the plan.* (Dawood Review Memo #1)
2. The name and address of the owner shall be noted on the plan. §121-14.B.3 *Please note the property owner's address on the plan under her name.*
3. Zoning Site Data Table. §121-14.B.9. *A statement on the plan identifying the district, lot size and/or density requirements of the prevailing zoning ordinance and any existing variances, special exceptions, conditional uses and nonconforming structures/uses shall be listed on the notes sheet of the plan.* (Dawood Review Memo #1) Add the table into the notes sheet as well.
4. The location and description of existing lot line markers and monuments along the entire perimeter of the entire existing tract. §121-14.B.11. *Please add to all applicable pages of the plan.*
5. The location and name of existing rights-of-ways and cartways for streets, access drives, driveways and service streets. §121-14.C.3.a. *Please label the streets with their T-#. (ie. T-813 Taxville Road, Ashton Road (private), T-812 Derry Road) Please indicate the street right-of-way width and the cartway width for each. Please clarify what the 60' and the 16.5' references are for along Taxville Road.*
6. The location of the following features 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 which affect

- stormwater runoff on the subject tract. §121-14.C.3.b. *Please indicate where the proposed stormwater facilities are located on all applicable pages of the plan. In the event of a fire, are there any proposed fire hydrants? The definition of a solar farm states: "Solar energy farms do not require public water or sewer, have no permanent on-site employees or office buildings and generate minimal traffic during normal operations." The applicant should discuss fire prevention measures with the Township's Fire Chief, Clifton Laughman. (Dawood Review Memo #1) Please indicate the above-mentioned features in the existing site plans. If not present, then put a note on the notes page.*
7. A statement on the plan indicating the density, minimum lot size, etc. This statement shall also include the criteria to calculate off-street parking, lot coverage and other requirements of the Township Zoning Ordinance. §121-14.D.5 *Please update the Zoning Compliance Summary Table with all the required data. (Dawood Review Memo #1) Add the density, type of sanitary sewer, sewage disposal system with the table if applicable.*
  8. Easements. §121-14.D.6. *Please show all easements on all applicable sheets on the plan.*
  9. Building setback lines with distances from the street right-of-way. A typical example may be used to identify side and rear yard setback; however, odd or unusual shaped lots shall be plotted with all setback lines. §121-14.D.7. *Please show all distances from the minimum building setback lines to the street rights-of-way and all property lines for the entire lot on all applicable pages of the plan.*
  10. Proposed features. §121-14.D.12 The location and materials of all permanent monuments and lot line markers, including a note that all are set or indicating when they will be set. Show the locations or indicate and label where they will be set in existing and proposed plans. (Dawood Review Memo #1)
  11. Size and material for water and stormwater management facilities. §121-14.D.10. *Dawood Engineers will review this information and provide comments on their review memo.*
  12. The location and material of all permanent monuments and lot line markers including a note that all monuments and lot line markers are set or indicating when they will be set. §121-14.D.12. *Please add lot line markers to the plan with the applicable information.*
  13. 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(s). §121-14.D.15. *Please add any waiver requests to the title page of the plan and add a line for the date of the action and the outcome of the Board's action for each requested waiver.*
  14. A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. §121-14.E.2 *Add a note to the plan that no sewer is proposed. Consideration should be given to sewer facilities if employees are proposed to be at the property for any length of time when repairing or maintaining the solar energy panels and associated inverters. Also add a note on the plan as to how sewage for the existing uses on the property is handled. Is there on-site septic or public sanitary sewer facilities used? Please indicate on all applicable sheets of the plan.*
  15. Transportation Impact Statement. §121-14.F.1. *A transportation impact statement should be provided to the Township for review. (Dawood Review Memo #1)*
  16. Certifications and notifications. Where the land included in the subject application has an electric or telephone transmission line, a gas pipeline or a petroleum products transmission line located within the tract, the application shall be accompanied by a letter from the owner or lessee of such right-of-way, stating any conditions on the use of the land and the minimum building setback and/or rights-of-way lines. This requirement may also be satisfied by submitting a copy of the recorded agreement. §121-14.G.1 (Dawood Review Memo #1)

17. Applicable plan notations. §121-14.G.3. See Appendix No. 7 Please add the following language under General Notes on Sheet 2 of 20.  
Future Improvements – The owners, heirs, assigns, or successors in the title agree that they shall install, at the owners’ expense, concrete curbing, concrete sidewalk or both concrete curbing and sidewalk and any necessary road widening to accompany the curbing, according to Township and/or state specifications, within 6 months from receipt of certified notification from the Township for these street frontages.  
Existing Building Status – Buildings shown on this plan were constructed prior to March 31, 1987.
18. Add the Statement of Ownership, Acknowledgment of Plan add Offer of Dedication as per Appendix No. 2 *Relocate the signature blocks to Sheet 1 of 20.*
19. A statement and signature block acknowledging final plan approval (See Appendix No. 5. *Please add this signature block to the title page of the plan. Relocate the signature blocks to Sheet 1 of 20.*
20. Notice from the PA Department of Environmental Protection that a sewer facilities plan revision or supplement has been approved. §121-15.F.3 *Provide a sewer planning module exemption approval from PA DEP. The definition of a solar energy farm states: “Solar energy farms do not require public water or sewer, have no permanent on-site employees or office buildings and generate minimal traffic during normal operations.” (Dawood Review Memo #1)*
21. A notarized statement signed by the landowner, to the effect that the land development shown on the plan is the act and deed of the owner, that all those signing are the owners of the property shown on the survey and plan, and that they desire the same to be recorded as such. (See Appendix No. 2) This must be dated following the last change or revision to the said plan. §121-15.F.4 *Please add this signature statement to the title page of the plan. Relocate the signature block to Sheet 1 of 20.*
22. A statement to accommodate the York County Recorder of Deeds information (See Appendix No. 6) *Please add this signature block to the title page of the plan. Relocate the signature block to Sheet 1 of 20.*
23. Improvement guaranties in accordance with Article V. §121-15.F.9 *Improvement guaranties will be required prior to the recording of the plan. Please submit an estimated cost of public improvements for Dawood Engineers to review.*
24. Financial Security. §121-17 *Financial security is required prior to recording the plan. West Manchester Township prefers automatically extending or evergreen irrevocable letters of credit or escrow accounts. Such financial security shall be posted by a reputable chartered lending institution or bonding company authorized to do so in the Commonwealth of Pennsylvania and is subject to review by the Township Solicitor for adequacy. (Dawood Review Memo #1) Provide a cost estimate with the next submission.*
25. Engineering escrow shall be delivered to the Township, prior to recording the plan, in the form of a check payable to the Township in the amount equal to 3.5% of the bond or other security. If the amount furnished is not sufficient to cover inspections, administrative and other related costs, the applicant shall furnish additional amounts from time to time, when notified to do so. §121-17.D *Provide engineering escrow prior to recording the plan.*
26. Maintenance guaranty. §121-19. *A maintenance guaranty will be required.*
27. As-built plans. §121-21. Upon completion of all required improvements and prior to the issuance of occupancy permits, the applicant shall submit an as-built plan showing the location, dimension and elevation of all public improvements. In addition, the plan shall indicate the resultant grading, drainage structures, and/or drainage systems and erosion and sediment

- control practices, including vegetative measures, are in substantial conformance with the previously approved drawings and specifications. The plan shall not all deviation from the previously approved drawings. *Two copies of the plan shall be submitted to the Township, which shall distribute one copy to the Township Engineer and retain one copy for the Township files.*
28. §121-23.R.1 Access drives do not require a specific right-of-way; however, the minimum cartway shall be 24 feet. Revise the plans accordingly. (Dawood Review Memo #1)
  29. §121-23.R.4 Access drives which form cul-de-sac shall not exceed 1,600 feet in length, measured from the center line of a street or access drive which is not a cul-de-sac. Access drive cul-de-sac which do not terminate in a parking compound shall be provided at the terminus with a fully paved turnaround with a minimum diameter of 100 feet. The cul-de-sac have too small a diameter. Additionally, this says the turnaround must be paved. Revise the plans accordingly. (Dawood Review Memo #1)
  30. Easements. §121-28 Easements for sanitary sewer facilities, stormwater drainage facilities, public utilities or pedestrian access shall meet the standards listed in in A-F. *Provide easements on the property as required by the sections listed. Please show the easements on all applicable pages of the plan. The applicant will provide a blanket easement for the proposed stormwater drainage facilities.* (Dawood Review Memo #1)
  31. Survey monuments and markers. §121-29 *Permanent stone or concrete monuments and markers are required.*
  32. Stormwater Management. §121-30 All land development applications shall include stormwater management data as required in accordance with the prevailing West Manchester Township Stormwater Management Ordinance. *Dawood Engineers will review and comment on the provided PCSM report.*

**Access Drive Ordinance:**

1. §42-8.D Access drives shall be designed and constructed to minimize excessive dust, noise and similar inconveniences to adjoining properties and to avoid depositing dust, mud or other foreign material on the public roadway. *How will the access drives be designed to minimize dust, noise, etc.? Will they be paved 75' back from the road right-of-way similar to the requirements for a residential driveway?*

**Stormwater Management Ordinance:**

1. §113-12.I The design of all facilities in areas of carbonate geology or karst topography shall include an evaluation of measures to minimize adverse effects, including hydro-geologic studies if required by the Township. Portions of the solar panel areas are indicated to be in carbonate geologic units.
2. §113-12.E For all regulated activities, implementation of the volume controls in 113-14 is required, unless specifically exempted under 113-12.C , or exempted by an approved modification request, as specified in 113-20B of this chapter. Describe and show how the solar array areas can be considered pervious area and the past development vegetation as meadow as detailed in the DEP FAQ #4 item. (DEP Chapter 102 Permitting for Solar Panel Farms Frequently Asked Questions)
3. §113-12.D For all regulated earth-disturbance activities, erosion and sediment control BMPs shall be designed, implemented, operated and maintained during the earth disturbance activities. Provide the total area of earth disturbance.
4. §113-12.K All encroachment activities shall comply with the requirements of PA DEP, 25 Pa. Code 105 (Water Obstructions and Encroachments). Provide a copy of the permit application

- and associated detailed information as required in the Stormwater Management Ordinance. Also address whether the replacement wetlands are required.
5. §113-17.H Stormwater flow along streets and access drives. The design incorporates stormwater flow across and along the access drive. Please examine paragraphs 1 and 2 of §113-17.H, revise the plans, and expand the content of the PCSSM report accordingly. Alternately, appropriate waivers could be requested.
  6. §113-17.N.1.b.26 Infiltration BMPs intended to receive runoff from developed areas shall be selected based on suitability of soils and site conditions and shall be constructed on soils that have the following characteristics: (b) An infiltration and/or percolation rate sufficient to accept the additional stormwater load and drained completely as determined by field tests conducted by the Owner's professional designer. Provide geotechnical and infiltration test results and report.
  7. §113-17.M Surface flow characteristics: The maximum swale, gutter, or curb stormwater runoff shall be maintained at levels which result in a stable condition both during and after construction. Provide the amount of solar panel area on slopes of 8% or greater in addition to analyzing the flow characteristics of the existing receiving drainage facilities.
  8. §113-18.E.1 The SWM site plan shall also provide the following information where applicable: (1) The overall stormwater management concept for the project,, including any additional information required for the post-construction stormwater management plan as applicable. The Ernst seeding mixes on sheet 9501 shall be added to the seeding table on sheet CS8501.
  9. §113-18.E.9 The SWM site plan shall include an operation and maintenance plan for all existing and proposed physical stormwater management facilities. This plan shall address long-term ownership and responsibilities for O&M as well as schedules and costs for O&M activities. An O&M Agreement shall be executed and recorded in accordance with section PCSM 113-27.
  10. §113-18.E.11 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 an maintenance of the facilities. An associated signature block should be added. It must also be sealed and notarized before recording the plans.
  11. §113-18.E.19 The name of the development, the name and address of the owner of the property, and the name and address of the individual or firm preparing the plan. 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. All signatures are required.
  12. §113-18.E.23 Horizontal and vertical profiles of all open channels, including hydraulic capacity. Provide detailed information on the existing drainage features that the project flows discharge to, continuing to the street drainage or receiving stream.
  13. §113.-18.E.26 The SWM site plan shall also provide the following information: The effect of the proposed regulated activity in terms of runoff volumes and peak flows on adjacent properties and/or any existing municipal stormwater collection system that may receive runoff from the project site. Though the PCSM report contains much of the required information no table or summary specifically comparing pre and post development conditions was found. Revised the report accordingly.
  14. §113-28 Performance guarantee – For stormwater site plans that involve subdivision and land development the applicant shall provide a financial guarantee to the Township for the timely installation and proper construction of all stormwater management controls as required by the

approved SWM site plan and this chapter in accordance with the provisions of Section 5069, 510, and 511 of the PA MPC. :Provide and estimate with the next submission.

**Adjustments to the Plan:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states: “the standards and requirements contained in this article shall apply as minimum design standards for subdivision and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements than those contained herein, the more restrictive shall apply.”

1. Provide the length and width dimensions of the proposed solar panels and the clear distance between panel rows open to direct rainfall.
2. Explain the inconsistency between the orientation of the solar panel array rows shown on the plans and the orientation shown in the detail on sheet CS 6001. If the rows are to be oriented in the east west axis to have the panels facing south, it appears that the plan orientation is 90 degrees off based on the direction of the north arrow.
3. In the E&S note 3 on Sheet CS 8000, the 70% coverage needs to be replaced by 90%, since that is the required coverage for the vegetation to be considered as meadow in the post-developed condition in the DEP FAQ item 4. Provide remediation options if the low growing ground cover vegetation does not achieve 90% coverage. It is unclear whether additional BMPs may be needed since drainage areas DP-1-C and DP-1-D have no BMPs other than the post-development condition of meadow for the vegetation.
4. Please clarify why the chain link fence detail on sheet CS 6001 shows pool deck on the right side. Also, the posts appear to be encased in concrete below grade. It is unclear whether that area has been included in the impervious area calculations.

**General Comments:**

1. A benchmark should be shown on the plan.
2. Please relocate all required signature blocks to Sheet 1 of 20.
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. Stormwater Operation & Maintenance Agreement required.
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. A Knox box shall be required for each of the proposed gates for Fire Department access in emergent situations.
8. Please add a signature block to the title page indicating that the land development plan was reviewed by the York County Planning Commission.
9. An E&S plan and N.P.D.E.S. approvals by the York County Conservation District (YCCD) are required prior to recording the plan.
10. Michael Kissinger’s Signature block references Montgomery Township rather than West Manchester Township. Please utilize the language in Appendix No. 1 in the West Manchester Township Subdivision and Land Development Ordinance.
11. In the owner’s signature block, notary is misspelled. Please revise.



12. Utilize the final plan signature block for the Board of Supervisors rather than the preliminary plan signature block. See Appendix No. 5.

SECOND: by Felicia Dell

MOTION PASSED: Unanimously (3-0)

**T-893 Preliminary/Final Land Development Plan for Frito Lay York ASF Remodel** – to depict a proposed 5,478 sq. ft. building expansion **located at 3553 Gillespie Drive** (Tax Map: IG: 0052B) in the I-3 General Industrial Zone.

Mr. Karson Rodriguez of Haskell Associates presented the preliminary/final land development plan. Mr. Rodriguez explained that the plan depicts a 5,478 square foot building expansion for an office remodel with site improvements at the corner of Zarfoss Drive and Gillespie Drive. The plan also depicts new ADA parking spaces and striping, relocation of a 6-inch sanitary sewer line, relocation of a fire line, and a depressed area to mitigate stormwater infiltration.

MOTION: by Patrick Hein to recommend the Board of Supervisors grant the following requested waivers:

- W1. §121-14.F.1 Traffic Impact Analysis. The waiver request is to not require a traffic impact analysis.

SECOND: Fred Walters

MOTION PASSED: 3-0 (Unanimously)

MOTION: by Fred Walters to recommend the Board of Supervisors approve the preliminary/final land development plan subject to a lot consolidation plan being filed and recorded prior preliminary/final land development plan being released for recording. The following outstanding comments must also be addressed prior to the plan being released for recording:

**Zoning Ordinance (ZO):**

1. §150-191 & §150-192 Minimum Lot Width and Minimum Lot Depth must be added to the plans. *Please list the requirements and the provided lot widths and lot depths on Sheet C-003. (YCPC Comment Memo)*

§150-194 Maximum permitted height for principal and accessory uses shall be as follows:

- A. Principal Use. The maximum permitted height for any principal structure shall be 60 feet; however, an additional foot shall be permitted, up to a maximum of 100 feet permitted building height, for each additional foot of each front, side and rear yard setback provided beyond the minimum setbacks provided above.
- B. Accessory or appurtenant structures. The maximum permitted height for any accessory or appurtenant structure shall be 75 feet.

*Please list the required maximum heights and existing heights of all structures on the property.*

§150-195 Maximum lot coverage shall be 75%. *The site coverage calculations indicate the total impervious area exceeds 75% (plan indicates approximately 91%), please explain how this was approved (ie. variance?) The LD plan recorded on 6-15-2001 indicates the existing lot coverage on Lot 1 is 76% after Lot 1 and Lot 2 were to be combined the total lot coverage was to be 71%. Recalculate the coverage to include all impervious surfaces. (Dawood Review Memo #1)*

§150-196 Outdoor storage. All outdoor storage areas shall be completely enclosed by a fence and screened from adjoining roads and parcels. *Please add a note on the plan.*

§150-197 Off-street loading. Off-street loading shall be provided as specified in Article XXV of this chapter. *Please list the required off-street loading requirements and existing number of loading spaces provided.*

~~§150-198 Off-street parking. Details provided by applicant on Sheet C-003.~~

§150-202 Landscaping. Any portion of the site not used for buildings, structures, parking lots, loading areas and sidewalks shall be maintained with a vegetative ground cover and other ornamental plantings. A minimum 25-foot landscape strip shall be provided along all property lines. *Please label the width of the landscape strip provided.*

2. §150-251 Off-street parking. Minimum space size. Physically handicapped parking spaces...Spaces for physically handicapped require a minimum length of 20 feet and a minimum width of 12 feet. *Revise the plans accordingly.* (Dawood Review Memo #1)
3. §150-254.B Marking of spaces and travel lanes. Signs or arrows shall indicate the directions of traffic movement. *Please provide on all applicable sheets of the plan.*
4. §150-257 Landscaping and screening.

A. Landscaped strip:

1. When a parking lot is located in a yard which abuts a street, a landscaped strip shall be provided on the property along the entire street line...
2. Number of spaces in parking lot (101 to 250) the minimum required landscape strip width is 15 feet measured from the street right-of-way line.

*Please label the required landscape strips on all applicable sheets of the plan.*

5. §121-257.B Interior landscaping. In any parking lot containing 10 or more parking spaces, except a parking garage, 10% of the total area of the lot shall be devoted to interior landscaping. Such interior landscaping shall be used at the end of parking space rows and to break up rows of parking spaces at least every 10 parking spaces. Landscaped areas situated outside of the parking lot, such as peripheral areas and areas surrounding buildings, shall not constitute interior landscaping. For the purpose of computing the total area of any parking lot, all areas within the perimeter of the parking lot shall be counted, including all parking spaces and access drives, aisles, islands and curbed areas. Ground cover alone is not sufficient to meet this requirement. Trees, shrubs and other approved material shall be provided. At least one shade tree shall be provided for each 300 square feet (or fraction) of required interior landscaping area. These trees shall have a clear trunk at least 5 feet above finished grade level. *Please update the plans to include the required interior landscaping or provide evidence of an existing nonconforming condition beginning prior to March 31, 1987 or provide documentation for a previously granted variance.*
6. §150-263 Schedule of required parking spaces. For warehousing, a minimum of 1 parking space for each employee on the 2 largest shifts is required. *The plans list that there are 82 employees per largest shift. Please provide the number of employees on the 2<sup>nd</sup> largest shift.* (Dawood Review Memo #1)
7. §150-277 Landscaping.
  - A. Any required landscaping (landscape strips and interior landscaping) shall include a combination of the following elements: deciduous trees, ground covers, evergreens, shrubs, vines, flowers, rocks, gravel, earth mounds, berms, walls, fences, screens,...
  - B. For each 750 square feet of required area for landscape strips, one shade/ornamental tree shall be provided. For every 300 square feet of interior landscaping required (parking lots), one shade tree shall be provided. If deciduous, these trees shall have a clear trunk at least 5 feet above finished grade; if evergreen, these trees shall have a minimum height of 6 feet. All required landscape strips shall have landscaping materials uniformly distributed along the entire length of the lot line abutting the yard.

*Provide the required landscaping elements or provide evidence of an existing nonconforming condition beginning prior to March 31, 1987 or provide documentation of a previously granted variance.*

8. §150-281 Landscape plan. Any use requiring an off-street parking lot containing more than 100 parking spaces shall require the preparation of an overall landscape plan. Such plan shall be subject to review by the Township Board of Supervisors or its designee. *Include a landscape plan in the plan set.*

**Subdivision and Land Development Ordinance (SLDO) Preliminary Plan/Final Plan:**

1. §121-9 Preliminary Plan. Preliminary plans are required for all land developments... *Submit a preliminary land development plan or request a waiver and rename the plan "Preliminary/Final Land Development Plan for Frito-Lay York ASF Remodel"*
2. Drafting Standards. §121-14.A.2 See Appendix No. 1. *Survey Data block and signature must be added to the plan on Sheet C-001.*
3. §121-14.A.4 Plans shall be legible in every detail. It is unclear where the existing cartways for Gillespie Drive and Zarfoss Drive are located. Please delineate. It is unclear if the minimum required parking setbacks are shown on the plan.
4. §121-14.B.2 The municipality in which the project is to be located. *Please add West Manchester Township, York County, Pennsylvania after under 3553 Gillespie Drive, York, PA 17404 on the Cover Sheet (C-001).*
5. The name and address of the owner shall be noted on the plan. §121-14.B.3 *There is a typo. Please separate Gillespie and Drive under the Contact information for Frito-Lay, Inc. on Sheet C-001.*
6. §121-14.B.4 the source of title to the land included within the subject application, as shown by the books of the York County Recorder of Deeds. If equitable owner, the name, address and reference to the equity agreement shall be shown. *Please include the source of title on the Cover Sheet or on Sheet C-003.*
7. *Zoning Site Data Table. §121-14.B.9. A statement on the plan identifying the district, lot size and/or density requirements of the prevailing zoning ordinance and any existing variances, special exceptions, conditional uses and nonconforming structures/uses shall be listed on the notes sheet of the plan. List all previously approved ZHB cases and their details under the Site Information on Sheet C-003.*
8. §121-14.B.10 A statement on the plan identifying any existing waivers. *Please list any previously approved waivers and their approval date on the Cover Sheet of the plan. This information may be available on the previously recorded LD plan.*
9. The location and description of existing lot line markers and monuments along the entire perimeter of the entire existing tract. §121-14.B.11. *Please add to all applicable pages of the plan. (YCPC Comment Memo)*
10. §121-14.B.11 & §121-15.B The description of existing lot line markers and monuments along the perimeter of the entire tract. *Please include on all applicable sheets of the plan. If markers or monuments are missing, please indicate when they will be set.*
11. §121-14.C.2 The names of all immediately adjacent landowners, and the names and plan book record numbers of all previously recorded plans for adjacent project. *Please add the required information to all applicable sheets on the plan.*
12. The location and name of existing rights-of-ways and cartways for streets, access drives, driveways and service streets. §121-14.C.3.a. *Please label the streets with their T-#. (ie. T-845*

*Gillespie Drive, T-842 North Zarfoss Drive) Please indicate the street right-of-way width and the cartway width for each.*

13. The location of the following features 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 which affect stormwater runoff on the subject tract. §121-14.C.3.b. *Please label the existing sanitary sewer manholes and include their numbers on applicable sheets of the plan. Contact Public Works Superintendent Rich Shaw for assistance, if needed. Please label any existing sanitary sewer easements or stormwater easements and their right-of-way dimensions on all applicable sheets of the plan.*
14. §121-14.C.4.a The location and dimensions of existing rights-of-way and cartways for streets, access drives, driveways and service streets. *Please label the street cartway widths for Gillespie Drive and North Zarfoss Drive.*
15. §121-14.C.4b The location and size of the following features and related rights-of-way: sanitary sewer mains, water supply mains, fire hydrants... *It is unclear if there are any fire hydrants shown on the plan. Please advise.*
16. A statement on the plan indicating the density, minimum lot size, etc. This statement shall also include the criteria to calculate off-street parking, lot coverage and other requirements of the Township Zoning Ordinance. §121-14.D.5 *Please update Sheet C-003 with all required Zoning data. This was also referenced in the Zoning Ordinance section of this memo.*
17. Easements. §121-14.D.6. *Please show all easements on all applicable sheets of the plan.*
18. Building setback lines with distances from the street right-of-way. A typical example may be used to identify side and rear yard setback; however, odd or unusual shaped lots shall be plotted with all setback lines. §121-14.D.7. *Please show all distances from the minimum building setback lines to the street rights-of-way and all property lines for the entire lot on all applicable pages of the plan.*
19. Size and material for water and stormwater management facilities. §121-14.D.10. *Dawood Engineers will review this information and provide comments on their review memo.*
20. The location and material of all permanent monuments and lot line markers including a note that all monuments and lot line markers are set or indicating when they will be set. §121-14.D.12. *Please add lot line markers to the plan with the applicable information.*
21. 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(s). §121-14.D. 14 & 121-15.D *Please add any waiver requests to the title page of the plan and add a line for the date of the action and the outcome of the Board's action for each requested waiver. (YCPC Comment Memo & Dawood Review Memo #1)*
22. A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. §121-14.E.2 & §121-15.F.3 *Please provide a sewer planning module or exemption mailer for the project. Indicate the existing number of EDUs utilized and the proposed number of EDUs needed for the project. (YCPC Comment Memo)*
23. Transportation Impact Statement. §121-14.F.1. *A transportation impact statement should be provided to the Township for review or request a waiver. (Dawood Review Memo #1)*
24. §121-15.F.8 Verification must be provided indicating that the plan for erosion and sedimentation control was approved by the York County Conservation District. (YCPC Comment Memo)

25. §121-14.F.2 & §121-15.F The seal, and dated signature of the registered surveyor and/or engineer responsible for the plan, indicating that the survey and/or plan is correct must be provided on the plan. (YCPC Comment Memo & Dawood Review Memo #1)
26. Applicable plan notations. §121-14.G.3. See Appendix No. 7 Please add the following language on the Cover Sheet under General Notes.  
Future Improvements – The owners, heirs, assigns, or successors in the title agree that they shall install, at the owners’ expense, concrete curbing, concrete sidewalk or both concrete curbing and sidewalk and any necessary road widening to accompany the curbing, according to Township and/or state specifications, within 6 months from receipt of certified notification from the Township for these street frontages.  
Existing Building Status – Buildings shown on this plan were constructed prior to March 31, 1987.
27. Add the Statement of Ownership, Acknowledgment of Plan add Offer of Dedication as per Appendix No. 2 *Add the signature block to the Cover Sheet (C-001)*
28. A statement and signature block acknowledging final plan approval (See Appendix No. 5. *Please add this signature block to the Cover Sheet (C-001) of the plan.*
29. §121-15.F.2 A statement and signature block acknowledging the plan review by the Township Planning Commission must be provided on the cover sheet of the plan. *Please provide the required signature block found under Appendix No. 3.* (YCPC Comment Memo)
30. Notice from the PA Department of Environmental Protection that a sewer facilities plan revision or supplement has been approved. §121-15.F.3 *Provide a sewer planning module approval or exemption approval from PA DEP.*
31. A notarized statement signed by the landowner, to the effect that the land development shown on the plan is the act and deed of the owner, that all those signing are the owners of the property shown on the survey and plan, and that they desire the same to be recorded as such. (See Appendix No. 2) This must be dated following the last change or revision to the said plan. §121-15.F.4 *Please add this signature statement to the Cover Sheet (C-001) of the plan. .*
32. A statement to accommodate the York County Recorder of Deeds information (See Appendix No. 6) *Please add this signature block to the Cover Sheet (C-001) of the plan.*
33. Improvement guaranties in accordance with Article V. §121-15.F.9 *Improvement guaranties will be required prior to the recording of the plan. Please submit an estimated cost of public improvements for Dawood Engineers to review.*
34. Financial Security. §121-17 *Financial security is required prior to recording the plan. West Manchester Township prefers automatically extending or evergreen irrevocable letters of credit or escrow accounts. Such financial security shall be posted by a reputable chartered lending institution or bonding company authorized to do so in the Commonwealth of Pennsylvania and is subject to review by the Township Solicitor for adequacy.*
35. Engineering escrow shall be delivered to the Township, prior to recording the plan, in the form of a check payable to the Township in the amount equal to 3.5% of the bond or other security. If the amount furnished is not sufficient to cover inspections, administrative and other related costs, the applicant shall furnish additional amounts from time to time, when notified to do so. §121-17.D *Provide engineering escrow prior to recording the plan.*
36. Maintenance guaranty. §121-19. *A maintenance guaranty will be required.*
37. As-built plans. §121-21. Upon completion of all required improvements and prior to the issuance of occupancy permits, the applicant shall submit an as-built plan showing the location, dimension and elevation of all public improvements. In addition, the plan shall indicate the resultant grading, drainage structures, and/or drainage systems and erosion and sediment

control practices, including vegetative measures, are in substantial conformance with the previously approved drawings and specifications. The plan shall not all deviation from the previously approved drawings. *Two copies of the plan shall be submitted to the Township, which shall distribute one copy to the Township Engineer and retain one copy for the Township files.* (Dawood Review Memo #1)

38. Clear sight triangles. §121-23.L.6.a & b There shall be provided and maintained at all intersections a clear sight triangle with a line of sight between points which are established along the center line of the intersecting streets. Please indicate the clear sight triangles on all applicable sheets of the plan.
39. Sidewalks and curbs. §121-25 *Sidewalks and curbs shall be provided along the frontage of the entire property and added to each applicable page of the plan or request a waiver.*
40. Easements. §121-28 Easements for sanitary sewer facilities, stormwater drainage facilities, public utilities or pedestrian access shall meet the standards listed in in A-F. *Provide easements on the property as required by the sections listed. Please show the easements on all applicable pages of the plan.* (Dawood Review Memo #1)
41. Survey monuments and markers. §121-29 *Permanent stone or concrete monuments and markers are required.*
42. Stormwater Management. §121-30 All land development applications shall include stormwater management data as required in accordance with the prevailing West Manchester Township Stormwater Management Ordinance. *Dawood Engineers will review and comment on the provided PCSM report.*

**Stormwater Management Ordinance:**

1. §113-12.I The design of all facilities in areas of carbonate geology or karst topography shall include an evaluation of measures to minimize adverse effects, including hydro-geologic studies if required by the Township. *Please identify if the proposed basin upstream of POA-1 is in an area underlain by carbonate geology and karst topography.* (Dawood Review Memo #1)
2. §113-12.E for all regulated activities, implementation of the volume controls in §113-14 is required, unless specifically exempted under §113-12.C, or exempted by an approved modification request, as specified in §113-20.B of this chapter. Provide narrative explanation and design details and calculations for mitigating the increased stormwater runoff volume. (Dawood Review Memo #1)
3. §113-17.A.3 The peak discharges and volumes of runoff shall be determined by using the Rational Method for watersheds less than 10 acres. *Provide the missing worksheets for the post development conditions.* (Dawood Review Memo #1)
4. §113-17.E Stormwater basins – Provide purpose, design details and stage storage data for the proposed basin the in the northeast corner upstream of POA-1. (Dawood Review Memo #1)
5. §113-17.N.1.b Infiltration BMPs intended to receive runoff from developed areas shall be selected based on suitability of soils and site conditions and shall be constructed on soils that have the following characteristics:(b) an infiltration and/or percolation rate sufficient to accept the additional stormwater load and drained completely as determined by field tests conducted by the Owner’s professional designer. *Provide infiltration test results and supporting documentation.* (Dawood Review Memo #1)
6. §113-18.E.1 The SWM site plan shall also provide the following information where applicable:  
(1) The overall stormwater management concept for the project, including any additional information required for the post construction stormwater management plan as applicable.

- The sod and grass seeding mixes shall be shown for the details on sheet C-540. (Dawood Review Memo #1)
7. §113-18.E.4 Expected project time schedule. *Provide a schedule.* (Dawood Review Memo #1)
  8. §113-18.E.5 A soil erosion and sediment control plan, where applicable, as prepared for, reviewed and approved by the York County Conservation District. *Provide a copy of the plan and/or approval.* (Dawood Review Memo #1)
  9. §113-18.E.9 The SWM site plan shall include and O&M plan for all existing and proposed physical stormwater management facilities. This plan shall address long-term ownership and responsibilities for O&M as well as schedules and costs for O&M activities. An O&M Agreement shall be executed and recorded in accordance with Section 113-27. (Dawood Review Memo #1)
  10. §113-18.E.11 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. Provide the signature block on the plan. (Dawood Review Memo #1)
  11. §113-18.E.19 The name of the development, the name and address of the owner of the property, and the name and address of the individual or firm preparing the plan. 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. Provide the signatures and seals. (Dawood Review Memo #1)
  12. §113-25 As-built plans, completion certificate, final inspection. After construction, provide as-built plans and certification of the SWM BMPs included in the approved plan/ (Dawood Review Memo #1)
  13. §113-27 Operation and maintenance agreements. Prepare and record an O&M agreement. (Dawood Review Memo #1)
  14. §113-28 Performance guarantee. For SWM site plans that involve subdivision and land development, the applicant shall provide a financial guarantee to the Township for the timely installation and proper construction of all stormwater management controls as required by the approved SWM site plan and this chapter in accordance with the provisions of Sections 509, 510, and 511 of the PA MPC. Please provide an estimate with the next submission. (Dawood Review Memo #1)

**Adjustments to the Plans:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states, “ the standards and requirements contained in this article shall apply as minimum design standards for subdivisions and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements than those contained herein, the more restrictive shall apply.”

1. Provide an evaluation of sight distance at the proposed access for the anticipated vehicles including parcel delivery vehicles.
2. Provide AASHTO vehicle turning templates to confirm adequate circulation of the largest proposed design vehicle at the site access driveways and internally through the site.
3. Correct the typo in the E&S note 2 on sheet C-160 and C-161. SPDES should be NPDES

4. It should be expected that there will be additional comments forthcoming based on the additional information requested and responses to these comments and for subsequent plan submissions.

**General Comments:**

1. Add the prefix Preliminary/Final Land Development Plan to all applicable sheets of the plan.
2. Please place all required signature blocks on the Cover Sheet (C-001).
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) (YCPC Comment Memo & Dawood Review Memo #1)
4. Stormwater Operation & Maintenance Agreement required.
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. A Knox box shall be required for fire department access. Please contact Fire Chief Laughman for preferred placement if a Knox Box doesn't already exist. If one exists, please indicate its location on the plan and add a note under the General Notes on Sheet C-001.
8. Please add a signature block to the Cover Sheet (C-001) indicating that the land development plan was reviewed by the York County Planning Commission.
9. Place the final plan signature block for the Board of Supervisors on the Cover Sheet (C-001) See Appendix No. 5.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

**T-894 Revised Preliminary Subdivision and Land Development Plan for Westgate Campus, Phase II** – to depict the creation of lots 3-6, the proposed +/- 1,230-foot extension of Westgate Drive to Roosevelt Avenue and the proposed development (office buildings and related site improvements) **located along the 1700 block of Westgate Drive** (Tax Map: JH; Parcel: 0013) in the Professional Office Zone.

Mr. Chase Mader of Williams Site Civil presented the revised preliminary subdivision and land development plan. Mr. Mayur Patel of Laughner Patel was also in attendance. Mr. Mader explained that the revised preliminary subdivision and land development plan depicted the extension of Westgate Drive connecting to Roosevelt Avenue in accordance with their highway occupancy permit that is set to expire in 2025. The plan depicts 3 stream crossings, 4 office buildings totaling 104,000 square feet, associated parking, stormwater management and access drives.

MOTION: by Patrick Hein to recommend the Board of Supervisors grant the requested deferment/ waiver:

- D1. §121.25 Sidewalks. Applicant is requesting a deferment for the installation of sidewalk along the extension of Westgate Drive and the property's Roosevelt Avenue frontage.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (3-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors approve the preliminary subdivision and land development plan subject to the following comments being addressed prior to signing the plan:

**Zoning Ordinance (ZO):**



1. §150-125 Outdoor storage. No outdoor storage is permitted. *Please add a note to each site data table that no outdoor storage is permitted in the Professional Office Zone.*
2. §150-259.A Location. Parking spaces for the physically handicapped shall be located as close as possible to ramps, walkways, entrances and elevators. Where feasible, those parking spaces shall be located so that the physically handicapped are not forced to wheel or walk across main traffic lanes or behind parked cars to reach the ramps and other facilities. The spaces shall be situated in those areas of the parking lot located nearest to each primary building entrance. Provide ADA curb ramps for all the sidewalks at the end of the sidewalks. (Dawood Review Memo #1)

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

1. §121-14.C.3.c The location of existing rights-of-way for electric, gas and oil transmission lines and railroads. *Please show the overhead utility easement and label it on all applicable sheets of the plan.*
2. §121-14.D.3 Lot numbers in consecutive order and proposed addresses for each lot. *Please list the following proposed addresses for each lot:  
Lot 3 – 1800 Westgate Drive, Lot 4 – 1900 Westgate Drive, Lot 5 – 2001 Westgate Drive, Lot 6 – 1911 Westgate Drive*
3. §121-14.D.6 Any proposed easements must be shown on the plan. An access easement should be provided for the shared access drive for Lots 3 and 4, and the access drive for Lots 5 and 6. (YCPC Comment Memo)
4. §121-14.D.10 Final vertical and horizontal alignment on one sheet for each proposed street, stormwater management facility, sanitary sewer (including manhole numbers) and water distribution system. All street profiles shall show at least the existing natural profile along the center line, proposed grade at the center line and the length of all proposed vertical curves for streets. All water distribution and sanitary sewer systems shall provide manhole locations, size and type of material. This information is not subject to recording with the York County Recorder of Deeds.
  - Profiles for the sanitary sewer facilities along Westgate Drive have been provided on the same profile as the stormwater, but not labeled.
  - The profiles for the sanitary sewer facilities running perpendicular to Westgate Drive have not been provided.(Dawood Review Memo #1)
5. §121-14.D.12 The location and material of all permanent monuments and lot line markers, including a note that all monuments and lot line markers are set or indicating when they will be set. *There are a few property corners that are not marked as set or to be set on Sheet 3 of 34 for previously recorded plans. If the markers have been set, please revise all applicable sheets of the plan.*
6. §121-14.D.14 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. *On the cover sheet, please revise the date of the Board's action for the requested sidewalk deferral.* (YCPC Comment Memo)
7. §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. *Applicant has previously shown the Township Engineer that the proposed sewage flows will not exceed the previous approval from PA DEP.*

*As long as the total sewage capacity needed to serve the improvements for this plan plus that from T-865 (1,810 GPD) will not exceed that approved for the plan pre-dating T-865, Dawood will recommend the Township pass a sewage planning exemption mailer onto PA DEP for approval. The sanitary sewer pumps and details have not been provided. (Dawood Review Memo #1)*

8. §121-14.E.3 A stormwater management plan in accordance with Chapter 113, Stormwater Management, as amended. The stormwater report provided is currently being reviewed by Dawood Engineers.
9. §121-14.F Impact statements. *Provide a traffic impact statement or request a waiver.*
10. §121-14.G Certifications and notifications.
  1. Where the land included in the subject application has an electric...transmission line...located within the tract, the application shall be accompanied by a letter from the owner or lessee of such right-of-way stating any condition on the use of the land and the minimum building setback and/or right-of-way lines. This requirement may also be satisfied by submitting a copy of the recorded agreement. *Please provide a copy of the utility easement agreement.*
11. §121-14.G.3 Applicable plan notations. ***Please add applicable plan notations from Appendix No. 7*** (#1. Future Improvements. "The Owners, heirs, assigns or successors in the title agree that they shall install, at the owners' expense, concrete curbing, concrete sidewalk or both concrete curbing and concrete sidewalk and any necessary road widening to accompanying the curbing, according to township and/or state specifications, within six (6) months from receipt of certified notification from the township for these street frontages.") (#3 "Sanitary and/or Storm Sewer Easements...") (#5 "Occupancy Permits...")
12. §121-14.G.5 A statement that a highway occupancy permit is required pursuant to Section 420 of the Act of June 1, 1945, P.L. 1242, No 428, as amended, before street or driveway access to a state highway is permitted. *Please provide proof of the Penn DOT highway occupancy permit to the Township.*
13. §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 PA American Sewer Treatment Plant. When required, verification must be provided that the plan for erosion and sedimentation control was approved by the York County Conservation District. (YCPC Comment Memo)*
14. §121-23.H.4 All streets shall be graded to the right-of-way lines and the slope of banks must not exceed three to one for fills and two to one for cuts. Please label the adjacent ground slopes in the Typical Section or other section. Some of the grading along the entrance to buildings on Lot #3 and Lot #4 have a greater slope than required. (Dawood Review Memo #1)
15. §121-23.L.3 The distance between the center line of streets opening onto the opposite sides of existing and proposed streets shall be no less than 150 feet between center lines, measured along the centerline of the street being intersected. The distance between the Lot 3 and Lot 4 access drive and the southern Lot 5 and Lot 6 access drive was measured to 138.66 feet. Access drives must conform to this required. Relocate or request a waiver. (Dawood Review Memo #1)
16. §121-24.A Comment related to curb radii. Some of the curb radii are not labeled on the plan. Revise. (Dawood Review Memo #1)
17. §121-14.G.1 Where the land included in the subject application has an electric or telephone transmission line...the application shall be accompanied by a letter from the owner or lessee of

such right-of-way stating any conditions on the use of the land and the minimum building setback and/or right-of-way lines. This may also be satisfied by submitting a copy of the recorded agreement. Dawood previously requested this information for the Met-Ed ROW traversing the southern boundary of the subject parcel be provided. The developer and their agent indicated they received a letter accepting the proposed changes in the ROW for Phase 1. They indicated they will provide a copy of that letter. Please also add a note on the drawings indicating that such a letter will be provided before any of the work proposed with this plan (Phase 2) encroaching on the ROW is begun. (Dawood Review Memo #1)

18. §121-35.F Water supply. Provide an ability to serve letter/notification from the appropriate public provider. (Dawood Review Memo #1)

**Stormwater Management Ordinance:**

1. §113-15.1.A Riparian buffers. A. In order to protect and improve water quality, a riparian buffer easement shall be created and recorded as part of any subdivision or land development that encompasses a riparian buffer. B. Except as otherwise regulated by §113-12, the riparian buffer easement shall be measured to be the greater of the limit of the 100-year floodplain or a minimum of 35 feet from the top of the streambank (on each side) Review the plans accordingly. (Dawood Review Memo #1)
2. §113-17.A.3 The peak discharges and volumes of runoff shall be determined by using the Modified Rational Method for watersheds less than 10 acres, and for larger watersheds, the latest version of Technical Release No. 55, Urban Hydrology for Small Watersheds, or an acceptable engineering method, subject to Township approval. (Dawood Review Memo #1)
  - a.) When use to route hydrographs through a basin, the Modified Rational Method requires the correct critical duration storm be used to compute the maximum storage volume required. This is discussed in the PCSM narrative and the calculations base some evidence that this has been done but Dawood did not find a summary of the critical storm durations for each storm and routing. Provide the HydroCAD duration analysis report(s).
  - b.) Additionally, it appears that at least some of the C-values utilized pre-development calculations are higher than expected when compared to Township guidelines. Please note that a close examination of the C-values used in the pre- and post-development calculations is in progress. Additional comments will be furnished soon.  
(Dawood Review Memo #1)
3. §113-17.A.4 Off-site areas which drain through a proposed development site are not subject to release rate criteria when determining allowable peak runoff rates. However, on site drainage facilities shall be designed to safely convey off-site flows through the development site. The plans propose to remove the upslope off-site impervious areas by diverting them for bypass flow. However, it is unclear if inlets proposed to accomplish this are sized adequately because not enough information on the upslope off-site impervious are is provided. Revise the plan and report accordingly.
4. §1113-17.E.7 Basins which are located in or adjacent to a residential zone and viewed by the Township as a potential hazard to the public safety shall be completely surrounded by a fence

- or wall of not less than 4 feet in height. The fence or wall shall not have an opening or gap larger than 2 inches and be provided with a self-closing and self-latching gate. Basin 4 needs a fence. Revise plans accordingly. (Dawood Review Memo #1)
5. §113-17.F.1.c The side slopes of earth fill dams shall not be steeper than 3 horizontal to 1 vertical on both sides of the embankment. A portion of the berm for Basin 2 between EW-2 and the road does not conform to this required. Revise the plans accordingly. (Dawood Review Memo #1)
  6. §113-17.F.1 Basins without restricted access shall have impoundment areas with side slopes no greater than 5 horizontal to 1 vertical. None of the basins conform to this requirement, the slopes are 3 to 1 or worse. Propose a means of restricting access or revise the plans. (Dawood Review Memo #1)
  7. §113-17.G.1 Capacities. The capacities of the pipes, gutters, inlets, culverts, outlet structures and swales shall consider all possible hydraulic conditions. The following are minimum design standards: (1) Grass swales and roadside gutters shall consider both the channel velocity and stability. Please provide the calculations for the grass lined swale northeast of the large parking lot on Lot 4 that demonstrating the channel velocity and stability has been given due consideration. (Dawood Review Memo #1)
  8. §113.17G.5 Capacities...Culvert design shall consider either inlet/outlet control or a combination of hydraulic losses through the system, whichever is greater. In all cases where drainage is picked up by means of a head wall, and inlet or outlet conditions control, the pipe shall be designed as a culvert. The minimum diameter of culvert shall be 18 inches. The procedure contained in Hydraulic Engineer Circulars No. 5 and No. 13, as prepared by the United States Department of Transportation, Federal Highway Administration, Washington, D.C., shall be used for the design of culverts... No culvert design calculations were found in the materials submitted. Revise and/or expand PCSM Report accordingly.
  9. §113-17.N.1.a Infiltration BMPs shall meet the following minimum requirements: (1) Infiltration BMPs intended to receive runoff from developed areas shall be selected based on suitability of soils and site conditions and shall be constructed on soils that have the following characteristics: (a) A minimum depth of 12 inches between the bottom of the facility and the seasonal high water table and/or bedrock (limiting zones). Limiting zones to be determined by probe hole excavation. According to the test pit log for TP-22, the bottom of Basin 4 is planned to be at the observed groundwater elevation. The basin design must be revised. (Dawood Review Memo #1)
  10. §113-17.T Waters of the commonwealth or wetlands. Any stormwater management facilities regulated by this chapter that would be located in or adjacent to waters of the commonwealth or wetlands shall be subject to approval by the PA DEP through the Chapter 105 process. When there is a question whether wetlands may be involved, it is the responsibility of the developer or his agent to show that the land in question cannot be classified as wetlands, otherwise approval to work in the area must be obtained from the PA DEP. Please provide an indication as to the status of the associated approval. (Dawood Review Memo #1)

11. §113-18.E.1 The overall stormwater management concept for the project, including any additional information required for a post-construction SWM plan as applicable. Dawood previously indicated that the plans should clearly indicate how runoff from proposed buildings is intended to enter the storm sewer system. Since the building footprints may change, the developer's agent suggest they will incorporate this design element into the final land development plans and associated PCSM report. Given the impervious area of the buildings is incorporated into the site stormwater management design, this seems appropriate at this time. Appears to have a downspout connecting to the inlets, but there is no detail provided for the downspouts. (Dawood Review Memo #1)
12. §113-18.E.3 Stormwater runoff design computations, and documentation as specified in this chapter, or as otherwise necessary to demonstrate that the maximum practicable measures have been taken to meet the requirements of this chapter, including the recommendations and general requirements in §113-12.
  - a) In the stormwater report Basin #3 indicates a bottom of basin elevation of 490.25 and a spillway elevation of 494.00, but on sheet OG-1, the bottom of basin elevation indicated as 490.25 and on OA-PCSM indicates the spillway elevation as either 496 or 495. Please correct to the appropriate elevations.
  - b) In the stormwater report Basin #1 indicates a spillway elevation of 499.00, but on sheet OA-PCSM indicates the spillway elevation as 500. Please correct to the appropriate elevations.
  - c) The drawings show existing conditions as mostly dense trees and brush, yet the design assumes meadow and dense grass for cover. Revise the predevelopment runoff coefficients and the Tc sheet flow roughness coefficient to reflect the wooded conditions or provide justification for cover types used. Runoff coefficients should be in accordance with Appendix C of the Stormwater Management Ordinance §113-17.A.5
  - d) Infiltration rates used in the design of basins 2, 3 and 4 do not match the field test results. Provide justification for using the higher infiltration rate.(Dawood Review Memo #1)
13. §113-18.E.4 Expected project time schedule. Add this information to the plans or other furnished materials. (Dawood Review Memo #1)
14. §113-18.E.5 A soil erosion and sediment control plan, where applicable, as prepared for, reviewed, and approved by the York County Conservation District. Provide approval of the erosion and sediment control plan from YCCD.
15. §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. A notarized signature shall be provided by the owner prior to final approval.

**Recommended Adjustments to the Plans:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states: "the standards and requirements contained in this article shall apply as minimum design standards for

subdivision and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements than those contained herein, the more restrictive shall apply.”

1. Sheet SP-1 the square footage of the building in note #2 indicates the building footage area is 25,000 square feet, but on the footprint of the building it indicates 24,000 square feet. Please correct the square footage.
2. Loading zone for the office building on Lot 4 is not new the building, so it would be recommended that the loading zone be relocated closer to the office building.
3. The design construction of the Westgate Drive/Roosevelt Avenue (SR 4001) intersection must be consistent with Penn DOT HOP number 08110693 as issued by PennDOT on 12/20/2022.
4. Evaluate providing additional fill near Westgate Drive Station 17+22 to smooth the vertical sag and reduce the visibility limitations presented by the crest.
5. Update the PA One Call serial number reference on Sheet 2. The provided number is more than 2 years out of date and must be refreshed.
6. List the measured sight distance values for each intersecting access drive on the plan. Only the minimum required values have been provided.
7. Update the minimum required safe stopping sight distance values on the plans permit the previously recommended 30 mph speed limit.
8. Confirm grading within the legal right-of-way at the intersection of Westgate Drive/Roosevelt Avenue (SR4001) is consistent with the HOP. Significant revised grading appears on the southeastern corner and minor changes are shown on the southwestern corner.
9. Provide Access Drive centerline profiles to show the algebraic change in grade in between each access drive slope and the cross slope of the adjacent Westgate Drive.
10. Show the vehicle turning templates for the proposed design vehicles at each the Access Drive to/from Westgate Drive) and vehicle circulation through the parking areas. This information could not be located.
11. Update the Typical Section to also show curb-to-ROW slopes for a cut slope (Eg. Near the stream and eastern corner of the Lot 3 Drive)
12. Show the n factors or similar material depended factor in the pipe capacity calculation tables.
13. The test pit for TP-22 indicates the surface elevation is at 490. This conflicts with sheet OA-PCSM which seems to indicate the surface elevation is at 489. Please explain or revise.
14. Sheet OA-PCSM refers to a test pit lots called 19.1A and B. Dawood found no logs with this label in the PCSM report. Please explain or revise this inconsistency.

**General Comments:**

1. The proposed intersection of Westgate Drive Extended and Roosevelt Avenue is shown as a right-in/right-out access, prohibiting northbound left turns into Westgate Drive Extended from Roosevelt Avenue, and prohibiting left turns onto Roosevelt Avenue. Details should be provided on the plan regarding the placement of “No Left Turn” signs. Additionally, the plan should indicate if the “right-out” to go south on Roosevelt Avenue is a “yield” or “stop” sign. (YCPC Comment Memo)

2. The dimensions and other details should be provided for the proposed right-in/right-out access control “porkchop”. (YCPC Comment Memo)
3. The requested waiver statement on the Title Sheet of the plan must be updated to reflect the outcome and date of action prior to recording the plan.
4. An E&S plan and N.P.D.E.S. approvals by the YCCD are required prior to recording the plan.
5. An Operation and Maintenance agreement will be required for each lot involved in the land development.
6. 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)
7. 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)
8. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
9. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)
10. A Knox Box will be required for each property involved in the land development.

**Floodplain Management Ordinance:**

The proposed land development (building, paving, parking, stormwater management, etc.) does not appear to be located within the floodplain.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (3-0)

**DISCUSSION**

Ms. Sampere stated that Gannett Fleming is working on a draft of the comprehensive plan that should be available on the website in the coming weeks under “Latest and Breaking News”. A copy of the draft will be forwarded to the Planning Commission at her earliest convenience so they may have time to review it and make recommendations to the Board of Supervisors.6

**ADJOURN**

MOTION: by Fred Walters to adjourn the meeting.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

The meeting adjourned at 9:32 p.m.