

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: June 14, 2022

The meeting was called to order by David Beecher at 7:00 P.M. Members present: Patrick Hein, Richard Gordon and Sonia Wise Others present: Rachele Sampere, Township Zoning Officer, Rainer Niederoest, Township Engineer, Zane Williams, Stormwater Management Inspector, Dean Reynosa, Township Solicitor; Member absent: Fred Walters

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

**APPROVAL OF MINUTES**

MOTION: by Richaard Gordon to approve the May 10, 2022, meeting minutes as presented.

SECOND: by Patrick hein

MOTION PASSED: 3-0 (1 Abstain – Beecher)

**ZONING HEARING BOARD CASES**

**ZHB 22-13 – Codorun Farms, Inc.** – requests an interpretation §150-230.C of the Zoning Ordinance **located at 3 Hokes Mill Road** (Tax Map: HH; Parcel: 0033) in the Rural Residential Zone and Agricultural Zone.

Attorney Christopher Naylor of Barley Snyder presented the interpretation request on behalf of the property owner, Mr. Melvin Campbell. Attorney Snyder stated that the situation has occurred due to a third party dumping unwanted items on his property along Old Salem Road. This is a public nuisance. Mr. Campbell has not caused this situation. He has removed items, but he can't keep up with it because as soon as items are removed more are dumped there. The applicant is seeking a recommendation from the Planning Commission to the Zoning Hearing Board to overrule the notice of violation because the applicant does not believe the ordinance cited was appropriate. The section of the ordinance relates to unenclosed storage. This is more of a trespassing and dumping situation. The Township used to pick up the illegally dumped items but recently stopped doing that. Mr. Campbell doesn't know why that has stopped since the Township has cleaned up this area of Old Salem Road for approximately 60 years. There's no lights or no houses along this stretch of the road to deter someone from dumping. Mr. Campbell is agreeable to working with the Township toward a solution, but he doesn't believe the violation should be upheld.

Township Solicitor Dean Reynosa asked Ms. Sampere what transpired to issue a notice of violation. Ms. Sampere stated that the Township had received complaints about junk and debris being dumped along Old Salem Road. Township staff went out to the property and took pictures of the junk and debris. A notice of violation was sent to the property owner giving him 15 days to remedy the situation. The property owner's attorney began working with the Township Solicitor requesting additional time. The applicant then filed the interpretation application. Ms. Sampere stated that it the Township believes property owners are ultimately responsible for their own properties. The notice of violation was issued because the property owner has not cleaned up the items along Old Salem Road. After a lengthy discussion, the Planning Commission members noted that the situation is ongoing and would like the Township Board of Supervisors to work with the property owner toward a solution to prevent illegal dumping on the properties along Old Salem Road.

**MOTION:** by Sonia wise to recommend the Zoning Hearing Board uphold the Zoning Officer's interpretation of the Zoning Ordinance.

**SECOND:** Patrick Hein

**MOTION PASSED:** Unanimously (4-0)

**MOTION:** by Sonia Wise to establish the Notice of Violation issued by the Zoning Officer as a warning and recommend the Board of Supervisors work with the applicant to reach an amicable solution to this ongoing problem.

**SECOND:** Patrick Hein

**MOTION PASSED:** Unanimously (4-0)

**ZHB 22-14 - Steve March & Jan Watt** – request a special exception §150-289 to alter an existing nonconforming use having nonconforming setbacks (single family detached dwelling with covered front porch) located at 4415 West Market Street (Tax Map: HG: 0093B) in the Highway Commercial Zone.

Mr. Steve March presented the request. He stated that the dwelling is an existing nonconforming use, known as the Peter Wolf House, which has been on the property since the 1700s. The applicants are desirous of altering their existing front porch to make it more like the original Georgian home that was built. They will not encroach further into the setback than the existing foundation wall of the existing front porch. They intend to construct steps that are recessed into the front porch and place a gate and sign at the bottom of the steps, so visitors know there is no access to the front yard area along Route 30. There will be no additional stormwater runoff.

**MOTION:** by Richard Gordon to recommend the Zoning Hearing Board approve the variance request subject to the following conditions:

1. The proposed stairs may not extend beyond the existing foundation wall and may be no closer to Route 30 than the existing front porch structure.
2. A gate must be placed at the bottom of the proposed steps to prevent visitor access from the dwelling to the front yard area along Route 30.

**SECOND:** Sonia Wise

**MOTION PASSED:** Unanimously (4-0)

**ZHB 22-15 – Chesapeake Plumbing & Heating, Inc.** – requests a special exception §150-290 to substitute one nonconforming use (auto parts store/warehouse) with another nonconforming use (Chesapeake Plumbing & Heating, Inc. office, warehouse/flex space); special exception §150-289.A to expand the existing nonconformity (commercial parking lot) in a residential zone; variance §150-289.A.2 to expand the existing nonconforming parking lot coverage from 35% to 50% by expanding the parking lot 11,542 sq. ft. increasing the overall lot coverage from 51% to 66% **located at 3108 West Market Street Unit 3142** (Tax Map: 20; Parcel: 0114) in the R-3 Residential Zone.

The property owner, Mr. Travis Martin, presented the request. Mr. Martin explained that he purchased the property over one year ago. He would like to use the building for his business similar to the previous occupant. Since the property is located in the R-3 Residential Zone, he was told a special exception was required to change from one nonconforming use to another nonconforming use. In addition to the change of occupant, the applicant is desirous of expanding the existing parking lot. One of the current tenants, Brazilian Jiu Jitsu, requires additional parking for their classes and events in the evening hours. Mr. Hein asked if the applicant's business would be storing their work trucks and trailers in the parking lot. Mr. Martin explained that there may be one or two trucks and trailers stored within the fenced area of the parking lot, but the proposed parking expansion was to accommodate the Jiu Jitsu tenant.

**MOTION:** by Patrick Hein to recommend the Zoning Hearing Board grant the special exception and variances requested subject to the following conditions:

1. The maximum lot coverage shall not exceed 66%.
2. The proposed parking lot must be a minimum of 12'11" from the rear property line and 11'7" from the side property line as depicted in the applicant's preliminary site plan.
3. The applicant should install vegetative screening, to be approved by the Township Engineer, along the side and rear property lines where the proposed parking lot is shown on the applicant's preliminary site plan.
4. A stormwater management plan prepared by an engineer or a surveyor, must be reviewed and approved by the Township's Engineer prior to obtaining a permit for the parking lot expansion.
5. The property owner must submit a signed/notarized operation and maintenance agreement for the stormwater management BMP prior to the issuance of the permit for the parking lot expansion.
6. A certificate of occupancy must be obtained for the proposed occupant of unit 3142.

**SECOND:** Richard Gordon

**MOTION PASSED:** Unanimously (5-0)

**ZHB 22-16 – BLM Assets, Inc.** – requests variance §150-317 to reduce the required setbacks for car wash apparatuses

from 100 feet from any street right-of-way and 50 feet from any rear property line to the requested 82 feet from the street right-of-way line and 29 feet from the rear setback line; variance §150-301.A.2 to allow 1 year from the issuance of a written decision for the issuance of a building permit for the building located at 715 Town Center Drive (Tax Map: JH; Parcel: 0056U) in the Regional Commercial Zone.

Mr. Scott DeBell of Site Design Concepts presented the request on behalf of the applicant. Mr. DeBell explained that the Zoning Hearing Board had recently granted a reduction in setbacks for the proposed car wash building, but this section of the ordinance was inadvertently overlooked. After speaking with the Zoning Officer and Zoning Hearing Board Solicitor; it was determined that a variance would also be required to reduce the required setback for car wash apparatuses from 100 feet from any street right-of-way and 50 feet from any rear property line to 82 feet and 29 feet respectively. The applicant also requests one year from the issuance of any written decision for the issuance of a building permit to have time to go through the land development process.

**MOTION:** by Patrick Hein to recommend the Zoning Hearing Board approve the variances as requested.

**SECOND:** by Sonia Wise

**MOTION PASSED:** Unanimously (4-0)

**ZHB 22-17 – Mukesh Parikh –** requests variance §150-140.A to allow a portion of the proposed commercial retail building to be within the building setback along the internal shopping center property line; variance §150-140.C to allow a portion of the off-street parking lot along Haviland Road and Carlisle Road to be within the 25-foot off-street parking lot setback; variance §150-301.A.2 to allow 1 year from the issuance of a written decision for the issuance of a building permit for the building **located at Residual Lot #4 at the West Manchester Town Center** (Tax Map: JH; Parcel: 0056U) in the Regional Commercial Zone.

Mr. Scott DeBell of Site Design Concepts presented the request on behalf of the applicant. Mr. DeBell explained that the residual tract is a result of an upcoming subdivision plan this board will be reviewing later this evening. Mr. DeBell explained that the Planning Commission members reviewed a similar request a few years ago for this same parcel. The request is to reduce the minimum required building setback and parking setbacks due to the crescent-shaped lot being located between the Route 30 off-ramp, Carlisle Road, Haviland Road and the mall's ring road known as Town Center Drive. Due to the shape of the parcel, it would be difficult to develop it in strict conformance with the minimum required setbacks outlined in the Zoning Ordinance. Mr. DeBell also stated that the applicant is requesting the recommendation to allow one year from the issuance of any written notice of decision for the issuance of a building permit.

**MOTION:** by Richard Gordon to recommend the Zoning Hearing Board grant the variances as requested.

**SECOND:** by Sonia Wise

**MOTION PASSED:** Unanimously (4-0)

**ZHB 22-18 – Joseph O'Donnell –** requests a variance §150-89 reduce the side yard setback from the required 15 feet to zero feet and to reduce the rear yard setback from 25 feet to 4 feet for a structure (detached carport) **located at 2056 Carlisle Road** (Tax Map: 10; Parcel: 0150) in the Local Commercial Zone.

Dr. Joseph O'Donnell presented the request. Dr. O'Donnell informed the Planning Commission members that he needed the carport to store equipment on the property that he uses to maintain the property and his chiropractic business. The carport would not cause additional water runoff, as it is constructed on existing impervious area (the parking lot). The request is to allow the carport to be placed 4 feet from the rear property line and directly on the side property line. Ms. Sampere stated that the carport was constructed without a building permit. It was brought to the Township's attention through an anonymous complaint. The complainant was concerned about the line of sight for adjacent properties accessing Bank Lane. Ms. Sampere stated that if the property owner could provide a detailed site plan indicating that the carport is not located within the clear sight triangle of adjacent properties' driveways and Bank Lane, staff recommends approval of the variance. Zane Williams further explained to the applicant what a clear sight triangle was and how to depict it on a site plan. Ms. Sampere stated that since the carport was erected directly on the side property line, downspouts should be added to the carport to direct any

water runoff onto the applicant's property rather than the adjoining neighbor's property.

**MOTION:** by Sonia Wise to recommend the Zoning Hearing Board approve the variance as requested subject to the following conditions:

1. The carport may not be located within the area of a clear sight triangle of any driveway of adjoining properties along Bank Lane.
2. The applicant must direct any stormwater runoff onto his own property by installing downspouts, if necessary.
3. The applicant must obtain a building permit and complete the required building code inspections in order to receive a certificate of use and occupancy for the commercial accessory building (carport).

**SECOND:** Patrick Hein

**MOTION PASSED:** Unanimously (4-0)

### **New Business**

**T-869 Final Subdivision Plan for BLM Assets, Inc.** – to subdivide a 1.366-acre lot (Lot 13) from parcel 56U (Lot 4) to be used for a future commercial development **located at 715 Town Center Drive** in the Regional Commercial Zone. ***Tabled at the request of the applicant at the May 10, 2022 meeting.***

Mr. Scott DeBell of Site Design Concepts presented the plan. Mr. DeBell explained that this plan depicts the subdivision of a 1.366-acre parcel from parcel 56U for a future commercial development. The property is located between Town Center Drive and Haviland Road adjacent to the existing Wellspan Urgent Care building. Mr. DeBell has received a copy of the outstanding review comments and has no objection to any of them.

**MOTION:** by Patrick Hein to recommend the Board of Supervisors approve T-869 Final Subdivision Plan for BLM Assets, Inc. subject to the following outstanding comments being addressed prior to recording the plan:

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

1. §121-10.A.3 ...building construction plans, including identification of unusual fire hazard potential and private hydrant/sprinkling systems, shall be submitted to the appropriate fire company. *Address comments from the Township Fire Chief, if any. Please contact Fire Chief Laughman at the West Manchester Township office for clarification.*
2. §121-14.A.3 Requires a maximum plan size of 24"x36". A waiver should be requested. *Please submit a waiver application and list the requested waiver on the Title Sheet of the plan.*
3. §121-14.D.12 The location and materials 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. *The location and type of marker is unclear for the new property line between lots 4 and 13. Please revise the plans accordingly also indicating if or when the markers have/will be installed.*
4. §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. *Update the waiver requests listed on the plan as appropriate based on the decision of the Board of Supervisors.*
5. §121-14.E.2 & §121-15-F.3 & §121-15.F.3 A sewer facilities plan revision or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. Notice from PA DEP that a sewer facilities plan revision or supplement has been approved. *Provide a non-building waiver or a sewer planning exemption mailer to be submitted to PA DEP.*
6. §121-14.F & §121-15.F Impact statements. Impact statements for...all nonresidential uses or upon determination by the Board of Supervisors or request a waiver.
7. §121-15.F.3 Notice from the PA Department of Environmental Protection that a sewer facilities plan revision or supplement has been reviewed. Also, if EDUs in sewer reserve will be transferred to the new property owner from the previous owner, please provide documentation stating such.
8. §121-15.F.9 Improvement guaranties in accordance with Article V. Please provide a cost estimate to be reviewed by Dawood Engineers for all public improvements associated with the plans.
9. §121-16 and §121-17 Financial Security. Financial security is required for public improvements not installed prior to recording the plans. *Provide financial security for, or install, the required public*

*improvements (landscaping and lot line markers). If markers and monuments are set, note as such on the plan.*

10. §121-19 Maintenance guaranty. An 18-month maintenance guaranty from date of acceptance by the Board of Supervisors is required to guarantee the structural integrity of any public improvements. *Provide a maintenance bond of 15% of the public improvements cost upon completion of the project construction.*
11. §121-29.D All monuments and markers shall be placed by a registered surveyor so that the scored or marked point shall coincide exactly with the point of intersection of the lines being monumented or marked.

**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. (§121-14.B.3, §121-14.G.2 & §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)
5. A new deed/lot description for each parcel involved in the subdivision plan must be recorded with the subdivision plan so the tax maps are updated.
6. On the title sheet under the Subdivision Notes #4, please revise "EASU" to WEST.
7. In reference to Note #14 in the Subdivision Notes, the YCPC suggests that a title search would be in the best interest of the applicant and should be done.

**SECOND:** by Richard Gordon

**MOTION PASSED:** Unanimously (4-0)

**T-870 Preliminary/Final Land Development Plan for Proposed Car Wash Facility for BLM Assets, Inc.** – to depict the construction of a proposed car wash and associated improvements on a 1.366-acre parcel (Lot 13 created by a separate subdivision plan) **located at 715 Town Center Drive** in the Regional Commercial Zone. ***Tabled at the request of the applicant at the May 10, 2022 meeting.***

Mr. Scott DeBell requested that this plan be tabled until the July 2022 meeting so the applicant may meet with the Zoning Hearing Board to request the necessary variance heard by the Planning Commission members earlier this evening.

**MOTION:** by Sonia Wise to table the plan until the July meeting.

**SECOND:** by Richard Gordon

**MOTION PASSED:** Unanimously (4-0)

**T-871 Lot Consolidation/Subdivision and Preliminary/Final Land Development Plan for Ferber Company for the Proposed Wawa Food Market** – to consolidate three (3) parcels and re-subdivide them into 2 parcels, depicting the development of the proposed retail store with accessory gas pumps **located at the 4500 Block of West Market Street** in the Highway Commercial Zone.

Attorney Keith Mooney of Barley Snyder presented the plan along with John Aleunikov, P.E. of Bohler Engineering. Attorney Mooney explained that the proposed lot consolidation depicts the existing three lots being consolidated and re-subdivided into two lots. The land development plan depicts the proposed Wawa retail store with accessory gas pumps and parking area. The applicant has been working with the Township and Penn DOT regarding the traffic impacts the land development will generate. The applicant is still awaiting Penn DOT's highway occupancy permit approval. The Planning Commission members received a copy of a revised waiver request and asked Rainer Niederoest of Dawood Engineers to confirm his support of the revised requested waivers. Rainer Niederoest confirmed that he was able to review the revised waiver request and does not have any objections to them.

**MOTION:** by Sonia Wise to recommend the Board of Supervisors grant the following requested waivers:

**SECOND:** by Patrick Hein

**MOTION PASSED:** Unanimously (4-0)

**MOTION:** by Sonia Wise to recommend the Board of Supervisors approve the following requested waivers:

W1.	A waiver from Section 42-9.A(1) to permit access drive entrances onto an arterial road to be greater than 300' from intersection right-of-way lines. <b>This waiver has been requested due to the layout of the site, and necessary location of the shared access drive.</b>
W2.	A waiver from Section 42-9.G. to permit an access drive with a curb cut exceeding 35 feet in width as measured at the property line. <b>This waiver has been requested to permit the necessary width at the Ultimate Right of Way to allow for truck access to the shared access drive and to provide access to the landlocked parcel of land adjacent to the subject matter project which is proposed for future development. The proposed width of the access drive is 45 feet 9 Inches.</b>
W3.	A Waiver from Section 113-12.L to permit a Storage facility to drain more than 72 hours from the end of the design storm. <b>This waiver is requested due to the nature of the Managed Release Stormwater Basin Design.</b>
W4.	A Waiver from Section 113-14.A.(1) to allow the project to not decrease the post development runoff total for all storms equal to or less than the two-year twenty-four hour duration precipitation. <b>This waiver is being requested due to the infeasibility of infiltration for the site. The applicant is proposing a Managed Release Concept Basin, which is a DEP approved alternative BMP to infiltration BMPs.</b>
W5.	A waiver from Section 113-17.E(6) to not require low-flow channels to dewater the bottom of a basin. <b>This waiver has been requested due to low flow channels not being utilized in Managed release concept basins.</b>
W6.	A waiver from Section 113-17.K. to permit a minimum pipe size diameter of less than 15 inches. <b>This waiver has been requested to allow for roof drains piping to be smaller than the required 15 inches.</b>
W7.	A waiver from Section 117-13 to provide an alternate height and width for proposed curb. <b>This waiver has been requested to provide an industry standard curb height and reveal on the subject property.</b>
W8.	A waiver from Section 121-14.C.(3) to not provide existing features within 200 feet of the subject tract. <b>This waiver has been requested due to the large amount of survey area required. An aerial image has been provided in lieu of the required survey.</b>
W9.	A waiver from Section 121-23.R(5) to permit vehicular parking along access drives. <b>A waiver has been requested from this section to allow for the oversized parking spaces adjacent to the proposed Loading Zone. These spaces will function as pull in-pull out spaces, and not head in spaces, which reduces potential vehicular conflicts.</b>
W10.	A waiver from Section 121-25 to permit the applicant to not install sidewalk along the property frontage. <b>This waiver has been requested due to the nature and location of the development, and the lack of sidewalk in the surrounding area.</b>
W11.	A waiver from Section 121-33.A.(1) to permit the removal of healthy trees with a caliper of six inches or more that are not within the proposed cartway or sidewalk portion of the street right-of-way or within 15 feet of the foundation area of a proposed building. <b>This waiver has been requested due to the location of the trees in relation to the proposed development.</b>

**SECOND:** by Richard Gordon

**MOTION PASSED:** Unanimously (4-0)

**MOTION:** by Sonia Wise to recommend the Board of Supervisors approve T-871 Lot Consolidation/Subdivision and Preliminary/Final Land Development Plan for Ferber Company for the Proposed Wawa Food Market subject to the following outstanding comments being addressed prior to recording the plan:

**Zoning Ordinance (ZO):**

1. §150-234 Demolition of structures. Demolition of any structure must be completed within 3 months of the issuance of any permit. "Completion" consists of tearing the structure down to grade, filling any resulting

cavity to grade and removing all resulting materials from the lot. A demolition permit will be required prior to demolishing the existing structures labeled for demolition on the plan.

2. §150-283.B Sign Chart P-8E Attached: 4 per street frontage plus 4 on 1 non-frontage wall when a building has only 1 street frontage. Proposed Signage legend B. shows a sign on the rear of the building which does not face a street. The building has 2 street frontages. A sign may not be placed on the rear of the building without a variance.

Please confirm Sign C meets the above-listed size criteria based on the size of the proposed wall.

One of the D Signs does not appear to meet the requirements of this section as it faces the adjoining property rather than the street.

Please revise the legend and locations of signs or request a variance from the Zoning Hearing Board for the proposed sign package.

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

1. §121-10.A.(3) ...building construction plans, including identification of unusual fire hazard potential and private hydrant/sprinkling systems, shall be submitted to the appropriate fire company. Address any fire department comments.
2. §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. Please indicate the source of title on the Title sheet or on sheet C-102 of the plan.
3. §121-14.B.7 A North arrow, a graphic scale and written scale. Please add a North arrow to the Zoning Map and Location Map on the Title sheet and to the maps on sheet C-602.
4. §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 variances, special exceptions, conditional uses and nonconforming structures/uses. Please add the date of the Zoning Hearing Board actions on the Title sheet.
5. §121-14.B.11 The location and description lot line markers and monuments along the perimeter of the entire existing tract. The existing interior lot lines on sheet C-201 should be darkened between parcel 4G, 4H and 4J. Please identify all existing lot line markers and monuments on the plan or identify that they are to be set.
6. §121-15.B & 121-14.B.(8) The total acreage of the entire existing tract. Provide acreage of the existing parcels.
7. §121-15.C & 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 projects. Provide all adjacent landowners, including across the streets.
8. §121-15.D & 121-14.D.(1) A complete description of the right-of-way for all new streets. This description shall include distances and bearings with curve segments comprised of radius, tangent, arc, and chord. The description shall not have an error of closure greater than one foot in 10,000 feet. Provide tangent and chord for the curve segments and the length of the line segment at the northern end of the proposed right-of-way.
9. §121-14.D.3 & §121-15.D.2 Lot numbers in consecutive order. Please add proposed lot numbers on all applicable sheets. West Manchester Township Fire Chief to assign addresses as applicable. Please contact Fire Chief Laughman for proposed property addresses at [claughman@wmtwp.com](mailto:claughman@wmtwp.com).
10. §121-15.D. & 121-14.D.(4) In the case of land development plans, the location and configuration of proposed buildings, parking compounds, streets, access drives, driveways and all other significant facilities. Show detail of access drive and road intersection. Show limits of pavement removal and road replacement. Include a detail for the road pavement section.
11. §121-14.D.5 A statement on the plan indicating the proposed total number of lots, units of occupancy, density, minimum lot size, types of sanitary sewage disposal, types of water supply, name of the authority providing sanitary sewage disposal and water supply, if applicable, and proposed land use...This statement shall also include the criteria needed to calculate the off-street parking, lot coverage and other requirements of the prevailing township zoning ordinance. Please add a statement indicating the property will be served by public water (York Water Company) and public sewer (West Manchester Township Lincolnway System).

12. §121-15.D & 121-14.D.(6) & 121-28. Easements. Extend the proposed sanitary easement such that SMH03 and its associated piping is encompassed. Additionally, provide easements for stormwater management and conveyance systems and shared access.
13. §121-14.D.12 The location and materials 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. Please mark each marker/monument as set or to be set. Please add to legend on sheet C-203.
14. §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 waivers. Please update the waiver block on the title sheet to include outcome and date of waiver request.
15. §121-15.E & 121-14.E.(1) A sketch plan for the entire landholding where the preliminary plan covers only a part of the property. The preliminary plan will be considered in light of its relationship to the entire landholdings. Show potential future access drive(s) on lot 2, include sight distances at public streets. Show the proposed pond will not interfere with driveway construction.
16. §121-14.E.2 & §121-15-F.3 & §121-15.F.3 A sewer facilities plan revision or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. Please provide notice from PA DEP that a sewer facilities plan revision or supplement has been approved. EDUs to be purchased at time of building permit.  
· A request for planning exemption (PADEP form 3800-CD-BCW0359 12/2018) for lot 1 has been included with the subdivision application. Dawood has reviewed this and there is adequate capacity for the proposed 5 EDUs. The section 2.e is not correct, however. The measurements supplied would place the site in North Codorus (the normal paper size of this quadrangle about is 22" x 27"). Once that is corrected, we recommend the Township sign and forward the planning exemption mailer to the PADEP.
17. §121-14.E.3 A stormwater management plan in accordance with Chapter 113, Stormwater Management, as amended. A stormwater management plan has been submitted for review by Dawood Engineers.
18. §121-14.F *Impact statements*. Provide transportation and recreation impact statements.
19. §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 a copy of the approved PennDOT HOP to the Township and add a statement to the plan.
20. §121-15.F.9 & §121-16 Improvement guaranties in accordance with Article V. Please provide a cost estimate to be reviewed by Dawood Engineers for all public improvements associated with the plans.
21. §121-17 Financial Security. Financial security is required for public improvements not installed prior to recording the plans. Please provide financial security to West Manchester Township upon approval of the improvement guaranties cost estimate. Please send it to the attention of the Zoning Department.
22. §121-17.D Upon approval of the Board of Supervisors of a final plan, 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 three and five-tenths percent (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. If the amount is not sufficient to cover such costs, the applicant shall furnish additional amounts, from time to time, when notified to do so. Please provide engineering escrow in the amount of 3.5% of the approved public improvements estimate.
23. §121-19 Maintenance guaranty. An 18-month maintenance guaranty from date of acceptance by the Board of Supervisors is required to guarantee the structural integrity of any public improvements.
24. §121-21 As built plans. Upon completion of all requirement improvements and prior to the issuance of occupancy permits, the applicant shall submit an as-built plan showing location, dimension and elevation of all public improvement. In addition, the plan shall indicate that 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 note all deviation from the previously approved drawings. Two (2) copies of the plan shall be submitted to the Township, which shall distribute one (1) copy to the Township Engineer and retain one



- (1) hard copy for the Township files. Please provide as-built plans prior to requesting a final inspection for the certificate of occupancy for the proposed Wawa.
25. §121-23.R.(3) & 121-23.L.(6) Clear sight triangles. Indicate on plan the required clear sight triangles. Include a note that no building or other obstruction that would obscure the vision of the motorist shall be permitted within the clear sight triangle.
  26. §121-23.R.(3) & 121-23.M.] Sight distance. Indicate on plan the required and actual sight distances.
  27. §121-29.D All monuments and markers shall be placed by a registered surveyor so that the scored or marked point shall coincide exactly with the point of intersection of the lines being monumented or marked.

**Stormwater Management Ordinance (SWMO):**

1. §113-12.G Stormwater flows onto adjacent property shall not be created, increased, decreased, relocated, or otherwise altered without written notification of the adjacent property owner(s). Such stormwater flows shall be subject to the requirements of this chapter. Flow from the basin's emergency spillway discharges across the adjacent parcel. Obtain an agreement and drainage easement from the adjacent landowner for the proposed stormwater flow.
2. §113-12.L Storage facilities, designed as such, shall completely drain both the volume control and rate control capacities over a period of time not less than 24 hours and not more than 72 hours from the end of the design storm. However, any designed infiltration at such facilities is exempt from the minimum twenty-four-hour standard, i.e., may infiltrate in a shorter period of time, so long as none of the stormwater flowing into the infiltration facility is discharged directly into the surface waters of the commonwealth. (Inordinately rapid infiltration rates may indicate the presence of large fractures or other conditions for which an additional soil buffer may be required.) Provide the dewatering time calculation for the rate control capacity (100-year storm event).
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. Include in the analysis the upslope area draining into the basin. Revise the plan and report accordingly.
4. §113-17.G.(5) Inlets, culverts, and basin discharge systems shall be designed for the worst case condition. Inlet capacity shall be based on design standards provided by the latest edition of the Pennsylvania Department of Transportation's Publication 584. ... When a pipe or culvert is intended to convey the discharge from a stormwater management facility, its required capacity shall be computed by the Rational Method and compared to the peak outflow from the stormwater management facility for the fifty-year storm. The greater flow shall govern the design of the pipe or culvert. ... Provide inlet capacity analysis for the inlets and the 50-year design flow for the basin outlet. Revise the plan and report accordingly.
5. §113-17.M Surface flow characteristics. The maximum swale, gutter, or curb velocity of stormwater runoff shall be maintained at levels which result in a stable condition both during and after construction. ... Provide outfall protection design calculations for the pipe discharge into the basin.
6. §113-17.N.(6) & 113-18.E.(11) Sign, seal and notarize the plan.
7. §113-17.Q and 113-18.C When considered appropriate, easements shall be provided where stormwater or surface water drainage facilities are existing or proposed, whether located within or beyond the boundaries of the property. ... Easements shall have a minimum width of 30 feet and shall be adequately designed to provide area for the collection and discharge of water; the maintenance, repair, and reconstruction of the drainage facilities; and the passage of machinery for such work. .... Provide appropriate drainage and access easements for the basin and conveyance system.
8. §113-18.E.(2) A determination of site conditions in accordance with the BMP Manual. A detailed site evaluation shall be completed for projects in areas of carbonate geology or karst topography, as well as for other environmentally sensitive areas, whether natural or manmade, including floodplains, streams, lakes, ponds, hydric soils, wetlands, brownfields and wellhead protection zones. Provide a wetland/stream evaluation prepared by a qualified professional.

9. §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) For the MRC Basin design, provide calculations for the 1.2-in/2-hr storm showing how the overflow elevation and the allowable flow rate for the underdrain outlet was established.
  - b) For the MRC Basin design, to limit channel erosion in receiving surface waters, the peak from the post-construction 2-year/24-hour storm event should be managed back to the preconstruction 1-year/24-hour storm peak flow. Revise the design accordingly.
  - c) For the MRC Basin design, provide calculations for the underdrain.
  - d) The post drainage area map shows areas on lot 1 downslope of collection facilities within the basin area instead of bypass. Revise the map and update the design accordingly.
  - e) The design assumes most of lot 2 will drain to the basin. However, the Tc used for the bypass flow is across lot 2 resulting in a smaller bypass flow rate. Revise the calculations for the shorter Tc.
  - f) The MRC Basin outlet structure in the report has a 24"x4" opening but the drawing shows a 24"x3". The report also calls for a RCP outlet barrel where the plan shows HDPE. Revise as needed.
10. §113-18.E.(4) Expected project time schedule. Provide a schedule.
11. §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 an approval letter from the York County Conservation District.
12. §113-18.E.(6) The effect of the project in terms of runoff volumes, water quality, and peak flows on surrounding properties and aquatic features, and on any existing stormwater conveyance system that may be affected by the project. Although all the site ultimately drains to the same stream, there are several distinct flow paths to the stream. Provide analysis for each discharge point showing either the flow has been reduced or that the increase will cause no harm. In addition, provide analysis of the discharge from the emergency spillway on the adjacent parcel.
13. §113-18.E.(7)] Plan and profile drawings of all SWM BMPs, including drainage structures, pipes, open channels, and swales. Show length of TD01 and TD02 pipe on the profile views. Show basin underdrains and cleanouts on plan view and include profiles of the underdrain pipes. Indicate top of berm and emergency spillway crest elevations for the basin on the plan (detail or plan view).
14. §113-18.E.(9) 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. Since the site is underlain by carbonate geology, specific language should be added to the operations and maintenance plan discussing the need for periodic inspection for sinkholes/depressions. Additionally, a sinkhole repair detail should be added to the plan.
15. §113-18.E.(24) A note on the plan indicating the location, and responsibility for maintenance of, SWM facilities and/or easements that would be located on adjoining properties as a result of proposed regulated activities, and the location of such facilities and/or easements. Since the basin is for both lots, update the O&M plan to indicate which lot owner will be responsible for maintenance and provide appropriate easements across both lots for the necessary maintenance.
16. §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 SWM site plan.
17. §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 SWM site plan in accordance with the ordinance.
18. §113-27] Operation and maintenance agreements. Prepare and record an O&M Agreement.

**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)
5. Provide an operation and maintenance agreement for the stormwater management facilities.
6. A new deed/lot description for each parcel involved in the subdivision plan must be recorded with the subdivision plan so the tax maps are updated.
7. Please provide a Knox Box on the building for Emergency Personnel access.
8. On Sheet C-102 under Sanitary Sewer Pipe number 18 states: "Sanitary sewer service shall be provided by York Water Company and shall be constructed in accordance with the York Water Company Standards." Number 19 also refers to York Water Company. Please revise. Public sanitary sewer service is provided by West Manchester Township Lincolnway Sewer System.
9. The Township's signature block appears on the Title sheet, sheet C-102 and sheet C-301. Please remove the signature blocks from sheet C-102 and sheet 301.
10. On Page 4 of the PCSM Calculations, underground basins are mentioned. This should be revised to indicate MRC basin storage.
11. Page 3 of the report states a minimum time of concentration of 6 minutes was used but the conveyance calculations used 5 minutes and the pre-development calculations used 14 minutes.
12. TD01 is shown as a trench drain on the plan view but labeled as a type-C inlet on the profile.
13. Year is spelled incorrectly for BMP 6.6.4 maintenance schedule on sheet C-608.
14. The outlet structure detail calls out a trash rack for the basin bottom but shows it on the 3"x24" opening.
15. The outlet structure detail shows a 6" underdrain but the basin schematic shows 4".
16. The basin schematic sequence note 6 references planting soil specifications. Include the specifications on the plan.
17. The basin schematic detail callouts for both the outlet pipe and cap reference a chart below. Add chart or revise note.

**SECOND:** by Richard Gordon

**MOTION PASSED:** Unanimously (4-0)

**MOTION:** by Patrick Hein to adjourn the meeting.

**SECOND:** by Sonia Wise

**MOTION PASSED:** Unanimously (4-0)

The meeting adjourned at 8:45 p.m.