

MINUTES
WEST MANCHESTER TOWNSHIP
PLANNING COMMISSION
DATE: June 9, 2020

The meeting was called to order by Ronald Ruman at 7:00 P.M. Members present: Patrick Hein, and David Beecher. Others present: Rachelle Sampere, Township Zoning Officer and Thomas L. Godfrey, PE, Township Engineer

Members Absent: Richard Gordon and Fred Walters

Tonight's Planning Commission meeting was not held at the Township Building due to the COVID-19 pandemic and the Pennsylvania Governor's orders for groups larger than twenty-five (25) to not congregate; instead, the meeting was held via the "Zoom" application and broadcasted live over the West Manchester Township Parks & Recreation Facebook page.

APPROVAL OF MINUTES

MOTION: by David Beecher to approve the May 12, 2020 meeting minutes.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

ZONING HEARING BOARD CASES

There were no Zoning Hearing Board cases on tonight's agenda.

NEW BUSINESS

T-851 Preliminary/Final Land Development Plan for Lot 4 – Proposed Retail Development for West Manchester Town Center located at 715 Town Center Drive. *(Tabled at the February 11, 2020 Planning Commission meeting.)* Action.

Mr. Scott DeBell of Site Design Concepts presented the plan. Mr. DeBell reminded the Planning Commission members that this plan had been in front of them for a few months. The applicant had been granted a variance at the May 2020 Zoning Hearing Board for the use of the tire installation store and they are now ready to proceed with the land development. Mr. Ruman asked the Township Engineer and the Zoning Officer to go over the outstanding open comments on each of their memos. Mr. Ruman and Mr. Hein thanked the applicant for addressing their traffic concerns on Haviland Road and Brougner Lane. The Zoning Officer announced two (2) phone numbers that interested parties viewing the meeting over the West Manchester Township Parks & Recreation Facebook Page could dial in to ask questions or voice their concerns regarding the land development plan. No one from the public called in to discuss the matter. Mr. Ruman asked the Planning Commission members for a motion.

MOTION: by Patrick Hein to recommend the Board of Supervisors approve T-851 Preliminary/Final Land Development Plan for Lot 4 – Proposed Retail Development for West Manchester Town Center and associated waiver requests subject to the following outstanding comments being addressed prior to recording the plan:

Zoning Ordinance (ZO):

1. Please provide a copy of the reciprocal agreement. (§150-351.B) Each of the lots forming part of the shopping center shall be made subject to reciprocal easements and covenants related to the common access, off-street parking, stormwater management, or other similar common facilities.

Subdivision and Land Development Ordinance (SLDO):

1. The statement on the plan must be revised to include the Zoning Hearing Board approval on May 26, 2020. See ZHB Case #20-05.
2. The statement on the plan must be revised prior to recording the plan to acknowledge the outcome of the requested waivers. (§121-14.D.14)
3. Financial security required. Please submit a cost estimate for review and approval by the Township Engineer. Financial security must be posted prior to the plan being released for recording. (§121-17)
4. A maintenance guaranty must be submitted by the applicant guaranteeing the structural integrity as well as function of any improvement shown on the plan for a term not to exceed 18 months from the date of acceptance of dedication by the Board of Supervisors. Said guaranty shall not exceed 15% of the actual cost of installation of said improvements and be of the same financial security as required in this Article. (§121-19)
5. Please submit 2 copies of the as-built plan to the Township upon completion of all required improvements. No occupancy permit shall be issued prior to submission of the as-built plan. (§121-21)
6. Label and provide the appropriate documentation for the utility line that runs across the subject property. (§121-14.G) The applicant shall obtain a statement from Met-Ed stating that the land development does not encroach or interfere with the utility line easement.

Stormwater Management Ordinance (SWMO):

1. Provide an approval letter from York County Conservation District for an Erosion and Sedimentation Pollution Control Plan. (§113-18.5)
2. Provide a notarized signature and note of the owner of the parcel for which the stormwater management site plan is prepared indicating that they are aware of and will be responsible for the operation and maintenance of the facilities. (§113-18.E.11)
3. Show maximum recommended loading ratios in the Loading Ratio Analysis. (Pg. 167, 170, 174). If recommended maximums cannot be met, applicant should provide justification/reasoning.

General Comments:

1. Provide an NPDES permit for stormwater discharge from construction activities.
2. The proposed bridge which crosses the existing concrete drainage flume exceeds 20 feet in length. The YCPC Transportation Staff acknowledges that the proposed bridge will be constructed as part of a private site access, however the Developer should confer with the PennDOT bridge engineering staff to determine if this bridge is eligible to be included in the statewide Bridge Management System (BMS).

3. Provide the design engineer's P.E. seal and signature on the Post Construction Stormwater Management Report.
4. 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)
5. 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)
6. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
7. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)

Waiver Requests:

- W1. Preliminary Plan. (§121-9) Which requires the submission of a preliminary plan application and approval prior to the submission of a final plan application.
- W2. Sheet Size. (§121-14.A.3) Which requires that the sheet size shall be no larger than 24"x36" in the plan set. The plan size is 30"x42".
- W3. Transportation Impact Statement. (§121-14.F.1)
- W4. Sidewalks and Curbs. (§121-25) Which requires sidewalks and curbs shall be provided along the frontage of the entire property. **The Township Engineer recommends that a deferment, not a waiver be granted for the curb and sidewalk. Add a note to the title sheet.**
- W5. Access drive 36 feet wide to accommodate three lanes of traffic located at Town Center Drive. (§42-9.G) Which requires access Drives shall be 35 feet.
- W6. One-way access drive width of 16 feet. (§42-9.H) Which requires access drives to be 24 feet wide.

SECOND: by David Beecher

MOTION PASSED: Unanimously (3-0)

MOTION: by David Beecher to adjourn the meeting.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (3-0)

Meeting adjourned at 7:40 p.m.