

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: July 13, 2021

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

Tonight's Planning Commission meeting was held in-person at the Township Building and broadcast on the West Manchester Township Parks & Recreation Facebook page for public viewing.

**APPROVAL OF MINUTES**

MOTION: by Fred Walters to approve the June 8, 2021 meeting minutes.

SECOND: by Richard Gordon

MOTION PASSED: Unanimously (5-0)

**ZONING HEARING BOARD CASES**

**ZHB Case #21-17 – Blair Image Elements c/o Zoning Resources for Weis Markets** – requests a variance of Section 150-283.B Permitted Permanent Sign Chart P-9D to increase the number and size for attached signs for individual uses within a shopping center **located at 1800 Roosevelt Avenue** (Tax Map: JH Parcel: 0019F0C0001) in the Highway Commercial Zone.

Ms. Rebecca Green of Zoning Resources and Mr. Tim Snyder of Weis Markets presented the application. Ms. Green stated that there are three (3) existing wall signs totaling approximately 231 square feet for Weis, Pharmacy and Beer. Weis Markets is desirous of installing a fourth sign on the building to assist their customers in locating their order pick-up for Weis2Go Online. The proposed sign, including the arrow pointing toward the grocery lockers, is 105.1 sq. ft. The applicants believe that this additional sign will provide additional safety for their pedestrian customers.

MOTION: by Richard Gordon to recommend the Zoning Hearing Board approve ZHB Case #21-17 to increase the number and size of attached signs for individual uses within a shopping center to a total of four (4) signs not to exceed a total of 336.1 square feet.

SECOND: by David Beecher

MOTION PASSED: Unanimously (5-0)

**ZHB Case #21-18 – Blair Image Elements c/o Zoning Resources for Weis Market** – requests a variance of Section 150-283.B Permitted Permanent Sign Chart P-9D to increase the number and size for attached signs for individual uses within a shopping center **located at 2160 White Street** (Tax Map: JH; Parcel: 0055F) in the Regional Commercial Zone.

Ms. Rebecca Green of Zoning Resources and Mr. Tim Snyder of Weis Markets presented the application. Ms. Green stated that there are three (3) existing wall signs totaling approximately 136.23 square feet for Weis, Pharmacy and Beer. Weis Markets is desirous of installing a fourth sign on the building to assist their customers in locating their order pick-up for Weis2Go Online. The proposed sign, including the arrow pointing toward the grocery lockers, is 105.1 sq. ft. The

applicants believe that this additional sign will provide additional safety for their pedestrian customers.

MOTION: by Richard Gordon to recommend the Zoning Hearing Board approve ZHB Case #21-18 to increase the number and size of attached signs for individual uses within a shopping center to a total of four (4) signs not to exceed a total of 241.33 square feet.

SECOND: by David Beecher

MOTION PASSED: Unanimously (5-0)

## **NEW BUSINESS**

**T-864 Final Land Development Plan for 5 Star International** – for a building expansion more than 20% of the existing operation located at 2818 West Market Street in the I-2 Light Industrial Zone.

Mr. Trey Elrod of Gordon L. Brown and Associates and Mr. Frank Scheler of Scheler Realty of Williamsport presented the land development plan. Mr. Elrod explained that the land development plan depicts two (2) building additions. Building Addition A, to the rear of the existing building, will be for storage. Building Addition B, to the east side of the building will be for truck washing. Since the property is largely impervious, the majority of the proposed additions will be over existing impervious area. Approximately 1,100 square feet of existing blacktop will be removed and replaced with grass to offset the new impervious area. Building Addition B is located within the 100-year floodplain, however the finished floor elevation will be a few inches above the 396.9 floodplain elevation which meets the intent of the West Manchester Township Floodplain Ordinance. There will be no basement below the building addition within the floodplain area. A sewer planning module will not be required by PA DEP since there will be no additional employees. The plan also indicates that a security fence 6' high will be installed on the property. The fence will not be located within the floodplain area. The property owner will install a Knox Box on the gate for emergency services access. Mr. Elrod explained to the Planning Commission members that this meeting was to brief the members on the land development plan and inform them that the existing use on the property is an existing nonconforming use. A special exception, ZHB Case #90-36, was granted on December 18, 1990, and an extension was later granted on May 23, 1991, to allow Truck Sales, Service and Repairs in the Highway Commercial Zone. The property was rezoned from Highway Commercial to Light Industrial sometime after the year 2000. Truck sales, Service and Repairs is not a permitted use in the Light Industrial Zone. The nonconforming use may continue to exist on the property. A special exception will be required, once again, to expand the nonconforming use and a variance will be required to exceed a 25% expansion. The current expansion is proposed to be a 40% increase.

MOTION: by David Beecher to recommend the Board of Supervisors grant the following waiver requests:

- W1. §121-9. Preliminary Plan.
- W2. §121-25. Sidewalks and curbs.
- W3. §113-14. Stormwater Volume Controls. (The reduction of the net additional impervious area of the additions to the building to less than 1,000 sq. ft. by converting approximately 1,000 sq. ft. of asphalt paving to grass area qualifies the project for the exemption for peak rate control and submission of a stormwater plan contained in §113-13.)

SECOND: by Richard Gordon  
MOTION PASSED: Unanimously (5-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors approved T-864 Final Land Development Plan for 5 Star International subject to the following outstanding comments being addressed prior to recording the plan:

**Zoning Ordinance (ZO):**

1. §150-170 lists the permitted uses in the I-2 Light Industrial Zone. Truck Sales is not a permitted use in the I-2 Zone. A special exception was granted on 12/18/1990 and an extension granted on 5/23/1991 for truck sales, service and repair. **A special exception will be required §150-289.A to expand the nonconforming use. A variance §150-289.A.2 will be required to expand the nonconforming use exceeding 25% (expansion is 39.7%). Existing building is 9,189 sq. ft. Proposed expansion is 3,652 sq. ft.**
2. §150-177 Outdoor storage. All outdoor storage shall be completely enclosed by a fence and screened from adjoining roads and parcels. **Please note – the fence parallel to West Market Street was installed without the appropriate building/zoning permit as per §150-363. A permit must be obtained for the installation of the fence. A notice of violation was sent to the property owner and tenant on April 21, 2021.**
3. §150-12. The “Area B Building Expansion” is located within the 100-year floodplain. A note should be added to the plan that the proposed development will be subject to the requirements of the West Manchester Township Floodplain Ordinance. (See Chapter 75 of the West Manchester Township Codified Ordinances)

**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 add the right-of-way for the railroad.**
2. §121-14.D.14 and §121-15.D The statement on the plan indicating any proposed waivers must be revised, prior to recordation of the plan, to acknowledge the outcome of the requested waivers.
3. §121-14.F Impact statements. **Provide the required impact statements or submit a request for waiver and revise the title sheet of the plan.**
4. §121-15.F.4 A notarized statement signed by the landowner, to the effect that the subdivision or land development shown on the plan is the act and the deed of the owner, that all those signing are all the owners of the property shown on the survey and plan, and that they desire the same to be recorded as such. This must be dated following the last change or revision to said plan. **Please provide required notarized signatures on the plan.**
5. §121-17 Financial security shall be required for all public improvements.
6. §121-19 Maintenance guaranty shall be required for public improvements.
7. §121-21 As built plans. Upon completion of all required improvements and prior to the issuance of occupancy permits, the applicant shall submit two (2) copies of the as-built plans to the Township for distribution to the Township Engineer and file retention at the Township office.

**General Comments:**

1. 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. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
3. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)
4. Please provide a Knox box on the building and a Knox switch on the proposed gate.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (5-0)

### **DISCUSSION**

There were no additional items for discussion.

MOTION: by Patrick Hein to adjourn the meeting.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (5-0)

Meeting adjourned at 7:55 p.m.