

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: September 8, 2020

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

Member Absent: Richard Gordon

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 August 11, 2020 meeting minutes.

SECOND by: Fred Walters

MOTION PASSED: 3-0 (1 Abstain – Hein)

**ZONING HEARING BOARD CASES**

There were no Zoning Hearing Board cases to review this month.

**NEW BUSINESS**

**T-853 Final Reverse Subdivision Plan for Lonnie M. Graybill** joining 2 parcels (lot 118 and 117) located at 1311 Beeler Avenue.

Mr. Lonnie Graybill of 1311 Beeler Avenue presented the plan. Mr. Graybill explained that he has owned both parcels of land located at 1311 Beeler Avenue, lot 118 and 117, for many years. He approached the Township to request a permit to install a shed on his vacant property. The Zoning Officer explained to him that an accessory structure is not a permitted principal use in the R-3 Residential Zone. She gave him two options: obtain a variance from the Zoning Hearing Board to allow an accessory structure as a principal structure on the lot or join the lots together through a reverse subdivision. Mr. Graybill explained that D.A. Hoffman Land Surveying prepared the plan that is in front of the members which depicts the lots being joined to create one (1) lot of 0.937 acres. The plan was reviewed by the Township Engineer, a representative from the York County Planning Commission and the Township Zoning Officer. D.A. Hoffman Land Surveying has already begun to address the comments from the in-house staff review. There is no land development planned for this lot. There is no additional sewer planning required for this reverse subdivision. The applicant submitted a request for planning waiver & non-building declaration for this project. There is also a non-building waiver noted on the plan.

MOTION: by David Beecher to recommend approval of the non-building waiver.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (4-0)

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

- W1. Existing contours to be shown on the plan. (§121-14.C.1 & §121-15.C)
- W2. Locate features within 200' of the subject tract. (§121-14.C.3 & §121-15.C)
- W3. Improvements to existing streets. (§121-23.C)

SECOND: by Fred Walters

MOTION PASSED: Unanimously (4-0)

MOTION: by David Beecher to recommend the Board of Supervisors approve T-853 Final Reverse Subdivision Plan for Lonnie M. Graybill for 2 parcels (lot 118 and 117) located at 1311 Beeler Avenue subject to the following conditions being addressed prior to recording the plan:

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

1. All property owners' names listed on the current deed for the subject properties must be listed on the plan. (§121-14.B.3 & 121-15.B) The York County GIS system and the Township's records list two (2) names. The owners of parcel 118 should be stated and the pertinent information and certifications added to the plan.
2. The edge of pavement symbol should be added to the legend to correspond with what is shown on the plan. (§121-14.C.3.a & §121-15.C)
3. The right-of-way width and cartway width for Beeler Avenue must be provided on the plan. (§121-14.C.4.b & §121.15.C)
4. The location of the water main and the gas line should be shown on the plan. (§121-14.C.4.b & §121-15.C)
5. 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.G.2 & 121-15.F)
6. 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)
7. A deferment of placing sidewalks is recommended rather than a waiver. (§121-25)

**General Comments:**

1. The waiver statement must be revised to reflect the outcome of the decision of the Board of Supervisors.
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. Since there are no public improvements in the plan, financial security would not be required.
5. A new legal description for the newly configured lot should be recorded with the plan so that the County Tax Maps are updated. Provide recording receipt for new deed to Township.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (4-0)

MOTION: by Fred Walters to adjourn the meeting.

SECOND: by David Beecher

MOTION PASSED: Unanimously (4-0)

Meeting adjourned at 7:15 p.m.