

**West Manchester  
Township**  
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**West Manchester Township  
Zoning Officer's Monthly Report  
March 2025**

**Attached for your review are the following reports:**

- Citations filed in March 2025
- Zoning Violation Letters were issued in March 2025
- Notice to Comply Letters were issued March 2025
- Agenda for the Planning Commission Meeting March 11, 2025
- Zoning Hearing Board Notice of Meeting March 25, 2025
- Building Permit Recap Report for February 2025
- MS4 Monthly Report for February 2025

**Citations filed in March 2025:**

Clark Meyer, 1748 Emerald Avenue – Swimming Pool Condition

**Zoning Violation Letters issued in March 2025:**

Kariann Hollinger, 2431 Onyx Road– Trash Guidelines for Curbside Pick-up  
Miguel Torres & Johana Baez, 112 N. Diamond Street – Keeping of Chickens

**Notice to Comply Letters issued in March 2025:**

Glendora Stump, 1737 Arnold Road– Dumping and Accumulation of Garbage or Junk Material

**West Manchester Township**  
**Planning Commission**  
**March 11, 2025**  
**AGENDA**

- I. Call meeting to order
- II. Approval of minutes from January 14, 2025, Planning Commission meeting.
- III. Zoning Hearing Cases
  - a. **ZHB 25-04 West York Area School District** – requests a special exception §150-289 to alter an existing nonconforming use (athletic field) in the Local Commercial Zone and a variance §150-302.A.3 to permit a period of up to 24 months to obtain a building permit **located at 1800 Bannister Street** (Tax Map: 02; Parcel: 0069) in the Local Commercial Zone and Open Space Zone.
- IV. Old Business
  - a. **T-897 Preliminary/Final Land Development Plan for Trimmer Campus Improvements for West York Area School District** – to depict the proposed construction of a parking lot and field house, the resurfacing, addition and replacement of associated athletic fields and features and other associated improvements **located at 1900 Brenda Road** (Tax Map: JG; Parcel: 0060B) in the Open Space Zone. *The Applicant has requested that this plan be withdrawn.*
  - b. **T-898 Preliminary/Final Land Development Plan for Main Campus Improvements for West York Area School District** – to depict the proposed construction of a new track, new parking, improved vehicular circulation, new athletic fields, stormwater management facilities and associated improvements **located at 1800 Bannister Street** (Tax Map: 02; Parcel: 0069) in the Open Space Zone and Local Commercial Zone.
- V. New Business
- VI. Discussion
- VII. Adjourn

**West Manchester Township**  
**Zoning Hearing Board**  
**March 25, 2025**

The West Manchester Township Zoning Hearing Board will meet in-person on **Tuesday, March 25, 2025, at 7:00 p.m.** at the West Manchester Township Municipal Building located at 380 East Berlin Road, York, PA 17408 to hear the following application:

**ZHB 25-04 West York Area School District** – requests a special exception §150-289 to alter an existing nonconforming use (athletic field) in the Local Commercial Zone and a variance §150-302.A.3 to permit a period of up to 24 months to obtain a building permit **located at 1800 Bannister Street** (Tax Map: 02; Parcel: 0069) in the Local Commercial Zone and Open Space Zone.

## BUILDING PERMIT RECAP

**FOR THE MONTH FEBRUARY 2025**

	CONSTRUCTION COST		YEAR TO DATE	
	NUMBER	AMOUNT	NUMBER	AMOUNT
<b>RESIDENTIAL</b>				
New Single Family	0	0	0	0
New Multi-Family	0	0	0	0
Improvements to Existing	15	\$334,152	38	\$791,088
<b>COMMERCIAL</b>				
New Commercial	0	0	0	0
Improvements (Including Signs)	3	\$261,000	15	\$566,519
<b>INDUSTRIAL</b>				
New Industrial	0	0	0	0
Improvements (Including Signs)	1	\$7,466,000	1	\$7,466,000
<b>OTHER</b>				
Agricultural Building	0	0	0	0
Use Certificates	6	0	8	0
Temporary Use	1	0	1	0
Temporary Signs	1	\$5	2	\$5
Demolition	1	\$4,000	1	\$4,000
Municipal	0	0	0	0
BP Extensions	2	0	5	0
BP Replacements	0	0	0	0
Transient Sales	0	0	1	0
Going Out of Business	0	0	0	0
<b>TOTAL</b>	<b>30</b>	<b>\$8,065,157</b>	<b>72</b>	<b>\$8,827,612</b>

## **MS4 MONTHLY REPORT – FEBRUARY 19, 2025, THROUGH MARCH 19, 2025**

### **INSPECTION OF STORMWATER CONTROL MEASURES (SCM) ASSOCIATED WITH NEW CONSTRUCTION**

1. 1776 Trolley Road – New deck roof. 4 rain barrels were installed for SCM.
2. 2110 Orange Street – Concrete patio expansion. Installed clean 2B stone trench for SCM.
3. 1050 Stoverstown Road – Paved existing stone driveway and expanded impervious area. Installed 597 cubic feet rainwater seepage pit for SCM.

### **INSPECTION OF ILLICIT DISCHARGE**

Zoning Officer Sampere responded to an illicit discharge complaint at 1128 Roosevelt Avenue, York, PA on March 6, 2025. Zoning Officer Sampere spoke with someone in the Print-O-Stat office who provided her with the property owner's contact information. Zoning Officer Sampere spoke with Kevin Kercher of Stewart & Tate who informed her that the private fire loop line was leaking. As soon as they became aware of the problem, they turned off the main valve and isolated the fire loop between valves, then restored water service to the fire line in order to provide fire protection to the building. The isolated portion of the fire loop was slated to be repaired by Stewart & Tate on March 7, 2025. Mr. Kercher stated that the fire loop is serviced by "city water" provided by the York Water Company. The water leak was coming up through the macadam, flowed across the access drive/parking area and carried silt material into the Willis Run. Zoning Officer Sampere took some pictures of the water on the macadam and the tributary. The water appeared to be cloudier and murkier than what is associated with a normal rain event, such as the rain event on March 5, 2025. Zoning Officer Sampere contacted Shawn Lesitsky of the Pennsylvania Department of Environmental Protection to inform him of the illicit discharge. She also sent a notice of violation to Stewart & Tate for the illicit discharge.

### **STORMWATER MANAGEMENT DISCUSSIONS**

Zoning Officer Sampere met with numerous township residents to discuss why stormwater management is needed and their options to manage stormwater for their projects during permit application inquiries and permit submissions.

Maintained and updated files for MS4 report for PA Department of Environmental Protection.

Little Conewago Creek Project – Received conditional approval from Shiloh Water Co. on the buffer agreements. Shiloh Water needs an agreement from Township for the protection of the well on the Little Conewago Conservation Area land. Working on the agreement with the solicitors. Received signed agreements from all Residents needed, ready for recording. The engineers are finalizing plans for submittal to DEP in March. After DEP approval plans get submitted for CLOMAR. Estimated approval time is late 2026. Anticipated construction time is one year.

Zoning Officer Sampere attended the York County Zoning Officer's meeting at Windsor Township where the York County Conservation District made a presentation regarding their new Memorandum of Understanding between YCCD and municipalities. Municipalities are encouraged to read it and enact it. This MOU will serve as a joint commitment to assist the parties in ensuring the Erosion and Sediment (E&S) Control Best Management Practices (BMPs) and Post-Construction Stormwater Management

(PCSM), Stormwater Control Measures (SCM) are implemented, to serve as the basis for stating the role of each party in administering Chapter 102 regulations and General (PAG-02) NPDES permits for stormwater discharges from construction activities, to assist the Township in meeting its minimum control measures as required by the Federal PAG-13 permit for stormwater discharges from MS-4s, and to serve as a basis for stating the role of each party in administering the provisions of the Township's Post-Construction Stormwater Management Ordinance and Subdivision and Land Development Ordinance. A copy of the MOU has been provided to the Township Manager, Township Engineer and the Board of Supervisors.