

**PENN TOWNSHIP
PLANNING COMMISSION
MINUTES**

DATE & TIME: February 1, 2016 7:00 PM

ATTENDANCE: Members: Joe Lyons
Rich Whitehouse
Mark Compton
Linda Brown
Stephen Engle

Others: Betsy Logan, Penn Township
Amy Minnich, Penn Township
Brent Lied, Becker Engineering
Gwen Newell, Lancaster County Planning Commission
Esch M Emble, MWN
Tara Hiepler, Landmark Homes
Chuck Franz, Forino
Gary L. Nolt, Cassel Signs
Steve Gergely, Harbor Engineer
Amanda Groff, Harbor Engineer
Steve Stauffer, Manheim Central School District
Tom Matteson, Diehm & Sons
Cliff Weaver, Landmark

Betsy Logan called the meeting to order and led the Pledge of Allegiance at 7:00 p.m.

Reorganization – Election of 2016 Officers

Engle nominated Joseph Lyons for Chairperson. On motion by Engle and seconded by Compton, Joseph Lyons is the 2016 Planning Commission Chairperson. Motion passed unanimously.

Compton nominated Rich Whitehouse for Vice Chairperson. On motion by Compton and seconded by Lyons, Rich Whitehouse is the 2016 Planning Commission Vice Chairperson. Motion passed unanimously.

Compton nominated Linda Brown for Secretary. On motion by Compton and seconded by Whitehouse, Linda Brown is the 2016 Planning Commission Secretary. Motion passed unanimously.

Meeting continued with Joe Lyons, Chairperson.

Public Comment/Guest Recognition – None

Approval of Minutes – December 7, 2015

On motion by Brown and seconded by Compton, the minutes of December 7, 2015 meeting were approved. Motion passed unanimously.

Action Items

Cassel Signs Waiver Request (Twp. File #15-012) – Waiver from land development plan processing for the expansion of an existing legal non-conforming business on a 0.94 acre site; located at 782 Fruitville Pike, zoned T-2
- The existing residential dwelling has been demolished to expand their business and construct a new 3,000 sf building. The applicant is in the process of obtaining a PennDOT Highway Occupancy Permit for the existing driveway and access improvements/upgrades. The proposed plan identifies the installation of a mountable concrete rumble strip area to better define the main driveway and the elimination of the other existing driveway access. Parking spots are scattered throughout the property on the existing macadam. The property has public water and the failing sewer system has been replaced with a new system on an adjacent lot with an easement and associated easement agreement on file. Other easements for this property have been verified. The business does have a internal wash bay that will be handled with a holding tank to satisfy the MS4 requirements. Landscaping is also proposed to screen the parking area.

Newell, LCPC questioned why not require a formal land development approval and require the recording of the land development plan based on all the changes proposed to this property, such as no more dwelling, new building constructed, and changes to the access driveways. There was some discussion about the specifics of this particular project and the key concerns which the Township had identified (permitted improved safe access, adequate on-lot sanitary sewer facilities, appropriate easements established, ordinance requirements addressed, etc.) and which have been satisfied through the current approval process and the differences (pros – cons) between the process utilized and the formal recording a Land Development Plan. Newell noted that she believes that a recorded plan can provide a better permanent record of the project.

On motion by Compton and seconded Whitehouse, the Planning Commission recommends granting the waiver request for Cassel Signs (Twp. File #15-012) from Land Development Plan approval for the expansion of an existing legal non-conforming business on a 0.94 acre site; located at 782 Fruitville Pike, zoned T-2. Conditional upon addressing the review letter comments from the Township Solicitor letter dated October 22, 2016 and Township Staff letter dated January 28, 2016. Motion passed unanimously.

Waivers Final Land Development Plan for Doe Run Elementary (Twp. File #15-010A) – replacing the existing elementary school with a new larger school on a 20 acre site; located at 281 Doe Run Road, zoned T-5R - The Manheim Central School District is proposing to construct a new 80,000sf 2-story school with a 1,000 student capacity. In addition to access drive from Doe Run Road, a second exit only drive on to Doe Run Road is proposed for use primarily by buses. The access drive is proposed to be moved to align with adjacent property driveway. Doe Run Road will be improved with a center turn lane for both properties as required by PennDOT and the Township.

The Planning Commission reviewed and discussed each waiver request and approved by a roll call.

Subdivision Ordinance Waivers:

1. Section 22-602.5.A.(3) – Curbs shall be provided along each side of an existing street that is required to be improved by the Board of Supervisors. Applicant is proposing not to provide curb along Doe Run Road. Roll call was approved by all members of the Planning Commission.
3. Section 22-602.6.A. (2) – Sidewalks and associated graded area shall be provided along each side of any existing street required to be improved by the Board of Supervisors. Instead of the required sidewalk along Doe Run Road, applicant is proposing a pedestrian path connecting North Penryn Road to the school through the athletic fields. Also, the applicant is proposing a path that would access a proposed crosswalk along Doe Run Road to the Township’s Sustainability Park. Township would require a sidewalk deferral until a time when Township may require the sidewalk along Doe Run Road in the future. Roll call was approved by a vote of 4-0 with Planning Commission member Lyons abstaining.
2. Section 22-602.5.B. – Curbs shall be constructed according to the specifications set forth in Appendix 22-16. Applicant is proposing 8” vertical curb along entrances, modifying to 6” vertical internal along student drop off areas and parking areas for car bumpers and car doors to open without hitting. Removing asphalt wedge curbing from proposed plan and changing the wedge curb to 6” vertical curb throughout site. Also, some no curb areas are proposed for drainage and snow removal purposes. Township requirement is that there must always be a 4” curb reveal as it pertains to over the years overlaying the parking lot. Roll call was approved by all the members of the Planning Commission.
4. Section 22-602.24.B – Overhead wiring shall be relocated underground when a street widening necessitates the replacement or relocation of such utilities. The relocated utility poles for the road widening project are located on the adjacent Kreider property site. Roll call was approved by all members of the Planning Commission.
5. Section 22-603-4. – Large parking lots, containing more than 50 parking spaces, shall be broken down into sections, not to exceed 50 parking spaces, separated from other sections by pedestrian aisles, bio-infiltration areas, or planning strips. Applicant is proposing that one of the parking lot areas be modified per this requirement to allow a slightly larger lot with 61 spaces instead of 50 spaces. There will be a total of 167 parking spaces provided on the property. Roll call was approved by all members of the Planning Commission.

6. Section 22-610.4.B,C&G(3) – All institutional buildings on properties of 1 acre or greater shall be landscaped as follows:
 - B. One 3- to 3 ½- inch caliper deciduous tree and one 8- to 10- foot evergreen tree shall be planted for every 50-foot length of the building edge.
 - C. Five evergreen and/or deciduous shall be planted for every 20 feet of length of building façade
 - G.(3) At least 50% of all deciduous shrubs, evergreen shrubs, and groundcovers shall be native to the United States.

Applicant is proposing to provide all street trees required and row of shrubs for screening along Doe Run Road also provide all landscaping required for parking areas but would like waiver for the above sections due to safety concerns regarding intruders per the Police Departments. Commission suggests they come up with a 50% reduction of landscaping and find other areas on the property to locate the landscaping understanding the safety concerns. Also, Lancaster County Planning Commissions review comment was encouraging them to provide more diverse plantings. Roll call was approved by all members of the Planning Commission.
7. Section 22-610.10-A , 1014.1-3 – Curbed ‘island’ for tree and groundcover plantings shall be provided for all parking areas 50 spaces. Eight foot wide planting strips shall be provided in these larger parking areas. Applicant is proposing larger landscape islands with concrete sidewalk in the middle of the main parking area. Roll call was approved by all members of the Planning Commission.
8. Section 1011.3 – Surface off-street parking areas shall be constructed to direct flows to bio-infiltration areas located within designated planting strips. Roll call was approved by all members of the Planning Commission
9. Section 1004.3 – Pedestrian-scaled streetlights shall be installed and maintained along both sides of streets within designated T-5, T-4, and T-3 Districts. Applicant is proposing to not install streetlights because the area transitions into the more rural area of the Township. Commission has request lighting be provided along the Pedestrian walking path from North Penryn Road to the school directing pedestrians where to go and making it a safe path.

Stormwater Management Ordinance Waivers:

1. Section 23-302.3.A.- All projects with total watershed area of 25 acres or more shall utilize the USDA SCS method for stormwater analysis. Applicant is requesting to use the Rational Method for rate control.
2. Section 23-303.2.A – Inlet grates within public streets or right-of-way or outside public right-of-way in vehicular loading situations must be sumped 2 inches from the proposed grade.
3. Section 23-304.2.A – Subsurface storage design criteria shall comply with the design criteria for Loading Ratios (maximum) per the PA BMP Manual.

Township Engineer supports all the Stormwater Management Ordinance Waiver requests as listed above. Roll call for the above three (3) Stormwater Management Ordinances Waivers was approved by all members of the Planning Commission.

On motion by Compton and seconded by Engle, the Planning Commission recommends approval of the above listed nine(9) Subdivision Ordinance and three (3) Stormwater Management Ordinance per the notations and requests made by the Commission members listed above and stated at the February 1, 2016 meeting. Conditional upon addressing the comments of the Township Staff review letter dated January 28, 2016. Motion was passed unanimously.

Briefing Item

Conditional Use Application for Holly Tree Farms (Twp. File #15-008) – request to additional buildings including a 12 unit dwelling; located at 1461 Holly Tree Road, zoned T-5R – Applicant is proposing a new Conditional Use Application to add an additional 12 unit apartment building, remove an existing barn, construct an accessory storage unit building for residents only, and combine the 1 acre lot to the 24 acre lot to create a large property consisting of 25 acres. Previously, the applicant was denied a zoning variance related to the original Conditional Use application which is why this is a new application for the applicant.

Action Item

Petition to add 82 acres of land to the Township's Agricultural Security Area for a property located at 474 W. Newport Road, zoned T-2. – Staff mentioned the property has neighboring properties that are in the Agricultural Security Area. The site has soils that are Class 1-3 which allows the property to meet the criteria for Agricultural Security Area.

On motion by Brown and seconded by Compton, the Planning Commission recommends adding John Hershey Farm of 82 acres of land to the Township's Agricultural Security Area located at 474 W. Newport Road, zoned T-2. Motion was passed unanimously.

Briefing Item

Stormwater Management Plan for Rohrer Farms, LLC (Twp. File #15-015) – constructing a 60'x300' pullet house and a 77'x433' layer house on a 88.1 acre lot located at 154 Penn Valley Road, zoned T-2 – Township Engineer is looking for a revised submission from the applicant in response to his review letter comments.

Lot Add-On Plan for Jeryl L. and Dorinda L. Metzler (Twp. File #16-001) – adding 0.508 gross acres onto their existing lot located at 164 East Sun Hill Road and 375 Fruitville Pike, zoned T-5R. Staff informed the Planning Commission about the project.

Land Development Plan for AutoZone Retail Auto Parts Store No. 6742 (Twp. File #16-001) – replacing the existing vacant building with a new retail store on a 0.916 acre lot located at 90 Doe Run Road, zoned T-5MU. – Staff informed the Planning Commission on the progress of this project.

Land Development Plan for Verizon Wireless – Elm Site (Twp. File #16-003) – constructing a new telecommunication facility on the property located at 1327 East Meadow Road, zoned T-2. – Staff briefed the Planning Commission on the location of this cell tower located in the middle of a field along East Meadow Road.

Proposed Floodplain Ordinance – Staff provide the Planning Commission with the “stand alone” Floodplain Ordinance. The Floodplain sections will be taken out of the Zoning Ordinance.

Proposed Amendment to the Zoning Ordinance – Staff provided the Planning Commission with the Zoning Ordinance Amendment to remove the Floodplain sections from the Ordinance. Also, the Amendment will be removing the 6' fence around school playgrounds requirement.

Adjournment

Compton made a motion to adjourn the meeting at approximately 8:45 p.m. Engle seconded the motion and it passed unanimously.

Respectfully Submitted,
Amy Minnich