

MINUTES
DILLSBURG BOROUGH PLANNING COMMISSION MEETING
MAY 28, 2014

The May meeting of the Dillsburg Borough Planning Commission was called to order on the above date at 7:30 PM. Planning Commission Members in attendance were Allen Reeves, Paul Eurich, and Leon Zeiders. Also present were Borough Engineer Mike Begis, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Planning Commission Members Brian Radcliffe and Joe Robinson weren't present.

The following visitors were present: Alpha Consulting Engineering Inc. Representatives John Murphy and Tom Scully and Grand Point Associates/Classic Communities Representatives Doug Halbert.

The first item on the agenda was the approval of the March 26, 2014 meeting minutes. Leon Zeiders moved to approve the Planning Commission meeting minutes of March 26, 2014 with corrections. Motion was seconded by Paul Eurich. - Motion carried.

The second item on the agenda was the discussion of the Preliminary Subdivision and Land Development Plan for the Winfield Project. Tom Scully indicated since the last time they met with the PC they have spent time revising the plans. They have responded to the York County and Emergency Services comments they had received. They had eliminated two waivers. They clarified a bunch of issues and the traffic comments will be resolved by the Larson Design Group.

Engineer Begis reviewed the letter dated May 22, 2014 from KPI. He indicated the developer has addressed many of the comments. Engineer Begis clarified the two waivers the developer has eliminated were to permit the name "Winfield Drive" in lieu of Pheasant Ridge Road which aligns across South Baltimore Street and minimum sidewalk width along private streets to be less than 5 foot.

Member Eurich asked Mr. Scully who the "Borough" was that was referenced in their letter dated May 7, 2014. Mr. Scully stated it was the Planning Commission, the Engineer and the Borough Manager.

Chairman Reeves asked what type of community Winfield was going to be. Engineer Begis asked the developer to explain the difference. Doug Halbert stated it will be a "Planned Community". He stated as a "Planned Community" the homeowners own the structure (unit) they live in and in a condominium they only own the space inside. Chairman Reeves asked how the common wall was handled. Mr. Murphy stated the units are wall to wall and separate. Engineer Begis stated in the end, each homeowner would have a deeded lot. Mr. Murphy stated they are actually called "units" and a unit encompasses the total structure. Member Zeiders asked if the homeowner owns the outside. Someone stated yes, they own the entire unit. Chairman Reeves asked "even the land around it". Mr. Murphy stated no, the land is a common element. Member Zeiders asked if the roofs were separate, so that one could be replaced. Someone stated yes. Chairman Reeves asked if the landscaping would be the individual owner's responsibility. Mr. Murphy stated they are generally common, but there is some flexibility. Member Eurich asked if this was the way it was going to be for this development. Mr. Halbert stated he didn't know because they haven't gotten to that point yet. Mr. Murphy indicated they could provide a copy of the Planned Community document for the Borough Solicitor to look over, but usually this is done during the final plan process. Chairman Reeves asked if the Borough has a Solicitor. Manager Deibler stated yes and the solicitor has been working with the developer on some issues.

Engineer Begis reviewed the comments:

1. York County Planning Commission comments should be considered. – Engineer Begis stated the comments have been adequately addressed or were similar to their comments and have no issues with them.

2. Executed owner's acknowledgement is required. – Engineer Begis stated this stays on until the plan is approved by Borough Council and all revisions have been made.

3. The plan should be signed and sealed by the surveyor and engineer. – Engineer Begis stated when the final approved plans are brought in, the plan to be signed and sealed.

4. The following waivers to the SALDO are being requested with the submission:

a. To allow Phase 1 to contain less than 25% of the total number of dwellings. Engineer Begis asked what the percentage was. Mr. Scully indicated there are 30 units in Phase 1 simply because of putting in the public streets which include these units. Also, Phase 1 was going to cost more than the other Phases.

b. To allow for private streets. Engineer Begis stated everyone is familiar with the plan and knows there are private streets associated with the development.

c. To allow pavement width of a Collector Street to be less than forty feet. Engineer Begis stated 34 foot width is being proposed.

d. To allow the use of slant curbs along private streets.

e. To allow more than the maximum on cut and fill slopes.

f. To allow more than one access drive per lot on a street frontage.

g. To allow driveways closer than ten feet of a fire hydrant, drain, inlet or catch basin.

h. To allow driveway separation less than forty feet.

Engineer Begis stated there are eight waivers the developer is requesting. Member Leon Zeiders moved to recommend the Borough Council approve the requested waivers of the Preliminary Subdivision and Land Development Plan for Winfield. Motion was seconded by Member Paul Eurich. – Motion carried.

5. The note added to sheets three and five pertaining to the requirements of the commercial lot refers to the incorrect "General Note". – Mr. Scully stated that was a typo and will be corrected.

6. A revised traffic impact study has been submitted and is currently under review. – Engineer Begis stated the traffic study was reviewed and this will come off; Traffic Engineer is happy with the Plan.

7. An approved PennDOT highway occupancy permit is required for the connection of Winfield with South Baltimore Street. – Mr. Scully stated they have to resubmit it to PennDOT.

8. The revised plans for water and sewer should be provided to the DAA. – Engineer Begis stated he knows the developer has been working with DAA. Mr. Scully indicated they have met with DAA's engineers and there are some issues that need to be cleaned up. Engineer Begis asked if there are any other issues. Mr. Scully stated no, they are working with them very nicely. Member Zeiders asked if DAA was going to give clearance for the whole development or part of it. Mr. Scully stated the engineer is looking at the whole development to see how it all interconnects. They will then do a final technical review for Phase 1 final plan. Member Zeiders asked how the fire protection system will be handled in the buildings. Mr. Murphy stated DAA has designed the water system and we will finalize it with DAA.

9. An approved Erosion Control Plan and NPDES permits are required. – Engineer Begis stated the developer's engineer has responded and he asked if he wants to submit it with the final plan. Mr. Scully indicated they will get an ECP approved for Phase #1 and the NPDES for the entire site;

then a separate ECP for each final plan for Phase 2, 3 and 4. Engineer Begis stated their concern was that typically developers submit it during the preliminary plan. Mr. Scully indicated it was on his list to do and get it to County. Mr. Murphy indicated they like to get approval for the preliminary plan from the municipality and then go to the County Conservation District. Engineer Begis stated he just wanted to make the developer aware of anything that could delay things. Mr. Murphy indicated they were well aware.

10. Recreation fees are required. General note #45 states that fees will be paid for each phase prior to Final Plan recording for that phase. – Member Eurich asked if it's required to be paid up front for the whole development. Engineer Begis stated typically it is paid for each phase. Member Zeiders asked when was this going to actually happen. Engineer Begis indicated when the developer submits the Final Phase 1 Plan and prior to the signing and recording of the plan.

11. The designer should review the pipe run between A5 & A6. – Engineer Begis asked the developer if he understood this comment. Mr. Scully stated he didn't have a chance to look at it and will call with questions. Engineer Begis went over the issue. Mr. Scully stated his concern was with the water vault and some underground issues. Mr. Murphy indicated they will look into this and make modifications necessary for final plan.

12. An ADA accessible ramp should be placed on Franklin Street. – Engineer Begis stated the sidewalk is carried around Franklin Street and are asking that one be placed to connect to the one on the other side. Mr. Scully indicated the symbol is missing and will be added.

13. The paving restoration at the intersection of Second Street and Franklin Street. – Engineer Begis stated because of the amount of work being done; it would be best to have the intersection overlaid and to show it as a portion of the restoration. Mr. Scully asked if the runoff should stay the same. Engineer Begis stated yes.

14. The following comments pertain specifically to the Stormwater Management within the easement of the adjoining Potter property:

a. The extent of the drainage easement should be clarified. - Engineer Begis stated there were changes to the plan along the easement of the Potter property. He asked if there was an existing easement prior to the newer easement on the plan. Mr. Scully stated no one is able to find a recorded easement. Engineer Begis stated he needed clarification on this. Mr. Scully stated they will look into it again. Mr. Murphy stated they will have this clarified with their legal counsel prior to final plan.

b. More specific construction details for the underground system needs to be provided, including outlet structure, stone type, elevations, geotextile material, etc. – Engineer Begis indicated there were no outlet structures shown on the underground system. Mr. Scully indicated it should be in the plans and will go over it with him.

c. The elevation of the existing inlet on the Potter property should be provided. In addition it should be demonstrated that runoff will be directed into the inlet as proposed. – Mr. Scully stated it's shown in the existing conditions but the text didn't carry over to the current plan.

d. The means of access for maintenance should be clarified. – Engineer Begis indicated there is an access sheet but this area isn't included.

e. Acknowledgement from the adjoining property owner for the proposed work within the drainage easement should be provided. – Engineer Begis stated there was an easement in place, but not to this extent and they should be made aware. Mr. Murphy stated their attorney indicated this has all been squared away; will verify this with them.

Chairman Reeves asked if the changes were being put on the drawings before the Borough sees them and suggested a written letter accompany the plans. Engineer Begis indicated this was standard verbiage. Mr. Murphy asked Chairman Reeves if any motions be made pursuant to contingency of this

letter (KPI) being addressed; most of them are outside agency or final plan issues. He feels the plan is in a position to move forward for Council's approval. Chairman Reeves asked just the way it is. Mr. Murphy stated yes sir. Engineer Begis indicated there is nothing on the correspondence from KPI that can't be addressed.

Chairman Reeves asked if the plan would be on the Borough Council agenda for June 10th. Mr. Murphy stated they are anticipating this. Chairman Reeves indicated Vice Chairman Radcliffe was scheduled to be at that Council meeting. Member Zeiders stated he could attend if Vice Chairman Radcliffe couldn't.

Member Zeiders asked what was meant by "off-site" under general notes #6. Mr. Scully indicated it means off the property.

Member Zeiders asked if the postal service saw the new labeling for Winfield Drive (general note #13). Mr. Scully indicated they haven't seen Pheasant Ridge. Member Zeiders indicated it will eventually become West Pheasant Ridge. Mr. Murphy stated that would be up to the post office. Mr. Murphy stated they can only propose it, the post office must approve it. Manager Deibler asked if the PC really wanted to change it to Pheasant Ridge, because the fire company, EMS and Council wanted it to be totally different. Engineer Begis indicated the PC can make recommendations, but the Council has the power to override it. Chairman Reeves stated they should recommend whatever makes good planning. Mr. Murphy indicated the applicant will go with the decision Council makes. Member Eurich indicated if they would agree that it needs to be a different name, the waiver needs to come back in. Chairman Reeves stated his recommendation would be not to have a different street name.

Member Zeiders asked if the general permit for utility crossing was still valid (general note #17). Mr. Scully stated yes.

Member Zeiders asked if there was a written document stating this was approved (general note #29). Manager Deibler stated if the property owner requests them to do so or gives them permission.

Member Zeiders asked what was meant by general note #50. Mr. Scully stated it was giving people notice that if there is a basement in their unit, they may not have gravity sewer.

Member Zeiders asked why construction vehicles trucks would have access to the site from South Second Street (general note #53). Mr. Scully stated the notes states South Baltimore Street.

Member Zeiders asked Engineer Begis if the Borough was going to be able to handle all the water coming down Second Street from the water tower. Engineer Begis stated yes. Mr. Scully indicated they had added two more catch basins.

Member Zeiders asked if the trees normally are shown out onto the streets as on page 11 and 12 of the plans. Mr. Scully stated it is just a graphic symbol. Engineer Begis indicated only approved street trees will be allowed to be planted.

Member Eurich asked if the water flow on the Potter property was going through the parking lot. Mr. Scully stated it goes underground through the pipes and comes out through a series of rain gardens down the hill. Member Eurich asked if there is an easement with them. Mr. Scully stated yes, a recorded easement.

Member Eurich asked if KPI was satisfied with the all the comments which came from Alpha. Engineer Begis indicated with the exception of the comments on the May 22, 2014 letter.

Member Zeiders moved for the Planning Commission to recommend Borough Council to approve the Winfield Preliminary Subdivision and Land Development Plan subject to the conditions outlined in the Borough Engineer's (KPI) memorandum dated May 22, 2014. Motion was seconded by Member Eurich. – Motion carried.

Mr. Scully, Mr. Murphy, and Mr. Halbert thanked the PC for their time.

Old Business: There was none.

New Business: There was none.

Adjournment: As there was no further business, Member Paul Eurich moved to adjourn at 8:32 PM. – Motion carried.

Debbi L Beitzel

Debbi L. Beitzel
Borough Secretary

cc: A. Reeves
B. Radcliffe
J. Robinson
P. Eurich
L. Zeiders
T. Knoebel
M. Allshouse
Mayor Hollinger
K. Deibler, Borough Manager
Council