

PLANNING COMMISSION MEETING MINUTES
February 16, 2023

Members: Chairman Steve Groff, Vice Chairman Garrett Weaver, Jim Nagle, Andy Toms, Mary Stoltzfus and Scott Riekers.

Staff: Chuck Haley, ELA Township Engineer; Geoff Beers, Township Supervisor; Michele Neckermann, Planning/Zoning Officer; Kim Yepremian, Planning/Zoning Officer & Recording Secretary.

Call to Order: Chairman Groff called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Minutes Approval: Scott Riekers made a motion, seconded by Mary Stoltzfus, to approve the January 19, 2023 minutes as submitted. Motion passed 4-0 with abstentions by Jim Nagle and Andy Toms.

Public Comment: none

Tommy's Car Wash & Mavis Discount Tire at Willow Valley Crossroads – Final Subdivision Plan presented by Craig Smith of RGS Associates. Jim Nagle recused himself from the discussion due to professional conflict of interest. This project was before the ZHB for a Special Exception for the Mavis Tires auto repair garage use, and before the Planning Commission and Board of Supervisors for a Preliminary LD Plan, which was approved. The Final Plan configuration is the same as that presented in the Preliminary Plan. Site is a lease parcel between Fulton Bank and Moor Outdoor along a private access drive. There is a steep gradient across the site, dropping from Willow Street Pike along the eastern boundary, to the private access drive on the west.

- As part of the plan, the private access drive west of the site will be widened and finished with curbing a sidewalk to match the existing drive on each end.
- The access drive coming down from Willow Street Pike South will also be finished, but without sidewalk.
- The front entrance of Mavis will be on the north side of the building, making it most visible from traffic on Willow Street Pike.
- There is at least a 10-ft drop from grade on the Willow Street Pike to the front edge of the Mavis lot.

Discussion regarding ELA Review Letter of February 6, 2023

- Three waivers were approved as part of the Preliminary Plan conditional approval in December 2022.
- A sewer easement encroachment agreement is under review by CDM Smith. Chuck Haley advised RGS to discuss the pervious sidewalk with CDM Smith, as the water infiltration over a shallow sewer line could impact on the fill in the utility trench.
- The sidewalk along the private access drive will be 5-ft wide to match the completed sidewalks in Front of Morr Outdoor and Fulton Bank. Sidewalk ADA ramps will be constructed out of concrete, but the remainder of the sidewalk will be pervious, for stormwater and NPDES permit compliance. A recent geologic study confirmed that groundwater levels under the drainage easement on the western end of the site are approximately 5 to 6-ft below grade. Under-drains may be a solution, and RGS will continue to work out potential pervious sidewalk issues with ELA. A Commissioner pointed out that porous sidewalks have more of a surface freeze potential. Craig responded that ideally, the run-off will be controlled before it gets to the sidewalk.
- The PPL encroachment agreement is still being worked out.
- Shared parking and shared parking agreements are not a part of this plan. The entrance to Tommy's & Mavis is a private entrance off of a private access drive.
- A lighting plan will be submitted to the Township for review and approval.
- The underground stormwater management system is an ARC system ADS product, which must be installed per manufacturer specifications. RGS will provide construction details to ELA.
- The Willow Street Fire Chief's request to widen the *no parking* area adjacent to the bail-out was acknowledged, and a follow-up discussion with Tommy's representatives will follow.
- There is no walkway planned between Tommy's and Mavis because the Tommy's Express Car Wash is designed as an automated drive-through business, with no retail opportunities or reason to park.

Comments & Discussion

- NPDES permitting is in process, as well as sewer planning module reviews and approvals.
- The lighting plan will be included in the next submittal; also working posting of financial security.
- Agreements are under draft and review.
- A Commissioner questioned if the Mavis site was set up for easy maneuverability of tractor trailer trucks through the lot, as was typical for tire delivery and removal. Rick Poillon, Willow Valley Associates, recounted that Mavis Discount Tire would deliver inventory prior to store opening, and that Mavis had their own delivery vehicles, which were box trucks. He also stated that all tires, including used tires awaiting pickup, would be stored indoors.

- A Commissioner asked about Willow Street Pike above the site, and if PennDOT would require the installation of a guard rail above. Craig Smith stated no guardrail was required or planned. There will be a fence placed along the retaining wall.
- The retaining wall has been designed, and RGS will address ELA comments in the next submission.

Motion: Mary Stoltzfus motioned to recommend approval of the three waivers and plan conditioned on applicant addressing all the items in Township Engineers letter dated January 9, 2023 of the Final Plan for Tommy's Car Wash & Mavis Tire prepared by RGS drawing numbers 1-53; dated January 26, 2023. Also, to be addressed is the comment by the Willow Street Fire Chief mentioned in the Zoning Review letter dated February 9, 2023. Andy Toms seconded the motion. Motion passed 5-0, with one abstention by Jim Nagle.

WLT Zoning Ordinance Amendment – Planning/Zoning Officers gave a presentation on the process and proposed timeline for the Zoning Ordinance amendment and map update. Also discussed was the Board of Supervisors' interest in having two Planning Commissioners join the zoning update committee. Zoning Hearing Board member Terry Kauffman was previously selected to help with the revision process. The goal is to have a draft ordinance prepared for Planning Commission review in time for the June 15, 2023 meeting. The target date for adoption is currently October 2023.

Mary Stoltzfus and Scott Riekers volunteered for the positions.

Post-meeting note: Garrett Weaver contacted staff regarding possibility of joining the committee and was accepted.

Community Development Updates:

Planning/Zoning Ordinance – Staff has been involved in several meetings, emails, & phone conversations with potential new projects in West Lampeter.

PUC Fence Projects – The new security fence at 2293 Willow Street Pike was discussed, along with the imminent installation of a security fence at the pump house on 140 Lampeter Road.

Conditional Use Hearing – Grouse Pointe development Conditional Use hearing was continued to Monday, February 20, 2023.

1981 Windy Hill Road – The Township has been granted an extension of time for Final Plan approval.

Parkside at Lampeter – The Township has been granted an extension of time for Preliminary Plan approval. Parkside has widened the street to 34-ft to meet the ordinance. No parking will have to be posted in a few locations for emergency vehicle access, due to center-line radii issues. DCNR did grant the license to use the Village Park Drive as an emergency access into the end of the cul-de-sac. Chuck Haley expects they will submit in time for the March 13th Board of Supervisors meeting.

Adjournment: Jim Nagle made a motion, seconded by Andy Toms, to adjourn the meeting. Motion approved 6-0. Meeting adjourned at 7:50 pm.