SHREWSBURY BOROUGH PLANNING COMMISSION

Regular Meeting November 16, 2020

Planners Present: Keith Wills, John-Paul Whitmore, Terrance Blomquist, and Stephen

 Mayoryk via speaker phone

Others Present: Lisa Bornt-Davis and Aaron Navarro, P.E.; Keith Hunnings via Zoom

Chairman Wills convened the regular meeting of the Shrewsbury Borough Planning Commission at 7:06 p.m. in the Municipal Building, 35 W. Railroad Avenue

**APPROVAL OF MINUTES**

JP. Whitmore moved to approve the minutes of the September 28, 2020 meeting.

K. Wills seconded. The motion carried with all voting in favor.

**CITIZEN COMMENTS**

Residents from 108 to 125 Westview Dr. and the owner of the Coach Light Restaurant(plan was e-mailed) were invited and none were present.

**NEW BUSINESS**

Auto Zone, 95 East Forrest Avenue Land Development Plan

Eng. Navarro stated zoning hearing approval was granted for the proposed 7,300 square foot Auto Zone store. There will be a retaining wall in the rear with a four foot safety fence on top. When the residents were at a meeting in 2018, their concerns were traffic, noise and lighting including lights from vehicles as they maneuver the parking lot and could shine in the back of their homes. They wanted a higher fence on top of the retaining wall at that time. Zoning Officer Hunnings stated that any retaining wall over four feet needs a building permit and engineer-stamped plans and will need inspections. All lighting will be shielded. There will be guardrail where the parking is on the side. The Agreement with the Borough for stockpiling and grading the dirt will be amended to allow more dirt to be brought in. Eng. Brenneman stated there are still stormwater comments outstanding and he’d like to see the NPDES permit approved before Council approves the plan. The outstanding engineer comments are:

1. CD 9.3 Meter Pit installation one line into meter pit with split inside meter pit (domestic and fire) – Backflow assembly still says YWC on the left side.
2. A time extension will be necessary if Council tables the plan on 12/9. The approval timeline is 12/18.
3. A National Pollutant Discharge Elimination System (NPDES) Permit for Construction Activities is required for this project. Response: A submission to the York County Conservation District will be made following this submission to apply for a Major Amendment to the existing NPDES permit for the site. A copy of the NPDES permit will be forwarded upon receipt.
4. A Department of Environmental Protection (DEP) Sewage Planning Module approval is required for this project; the date and approval code shall be added to the plan once received from DEP. Response: The PADEP Planning Module was revised to include two (2) EDUs. The Planning Module Exemption was executed by the Borough on October 14, 2020 and mailed to the PADEP office in Harrisburg on October 15.
5. The Borough should act on the waiver request for a submission of a Preliminary plan.
6. All plan sheets need to have the seal of the licensed professional responsible for that sheet in the set of drawings. Response: All signatures/seals will be provided prior to plan recording and each page of the plan set will be sealed at that time.
7. The Operation and Maintenance (O & M) Plan should be reviewed by the Borough and their representatives.
8. An agreement between Shrewsbury Borough and the property owner, their heirs and assigns, is required regarding the O & M Plan. Inspection and maintenance enforcement shall be addressed in the Agreement.
9. A note was added to the plan regarding unlimited access to property for the purpose of inspections. However, the unlimited access shall also be included in the O & M Agreement between the Borough and the property owner.
10. An Emergency Response Plan (ERP) shall be referenced in the O & M Agreement. The ERP shall be reviewed yearly by the owner. The Borough shall provide a written notice of the yearly review. If there are any updates, additions, deletions or revisions, the amended ERP shall be provided to the Borough.
11. General Notes: Note 33 shall be expanded to include the automatic shut-off valve for the stormwater detention facility in the event the fire alarm is triggered. The O & M Agreement shall address maintenance and testing of this automated process. Response: The O & M Agreement will be revised and submitted for review.
12. General Notes: Note 13 should be reviewed by the Borough’s Solicitor.
13. The proposed 2,000 gallon grease interceptor should be added to the Borough’s inspection list for grease traps. This grease interceptor will capture the floatables (including oils from the paved surfaces) and solids that settle. More frequent inspections of this device may be necessary to assure it is functioning properly. The O & M Agreement shall address inspection and maintenance of the grease interceptor.
14. The Borough should review the proposed location of the parking lot trees to determine if the locations are adequate to meet the intent of the ordinance.
15. Eng. Brenneman cannot confirm if the Time of Concentration (Tc) paths and Travel Time (Tt) segments were added to the Drainage Area Plans as they have not been provided. Response: Given the small and highly impervious nature of the post-development BMP drainage area, a time of concentration of five minutes (the minimum allowable) was assumed and time of concentration flow path was not determined. The flow path for the Unmanaged Drainage Area is now shown on sheet DA2.
16. Sheet SW 10.0 the “Ownership and Maintenance of Stormwater I BMP Facilities” should be reviewed by the Solicitor and Public Works Superintendent.
17. The Highway Occupancy Permit has been conditionally approved. Conditions of approval relating to the Borough’s review are:
	1. PennDOT has requested Shrewsbury Borough approval of the Low Volume Driveway design.
	2. PennDOT has requested Shrewsbury Borough approval of the Stormwater Management design.
18. Additional Stormwater Comments: The elevation of the sharp crested weir on the plan does not match the elevation used in the report. Response: the elevation on the plans has been revised to be consistent with the report.
19. We realize that the outlet structure detail is not to scale, however, the drawing shows the 3” orifice above the pipe bottom of the structure, in reality it is on the floor of the structure at the same elevation as the discharge pipe. Response: The 3” orifice was being shown at the bottom of the structure. The detail has been revised to make this clearer.
20. The 100-year storm summary indicates the post outflow to be 8.9 cfs; however, the calculations show the post outflow to be 9.1 cfs and the pre-outflow to be 9.0 cfs. Response: The Summary of Peak Discharge Rates has been revised to ensure all rates are consistent with the calculations.

Eng. Brenneman recommended approval of the plan pending the above comments but requested the NPDES Permit be approved prior to the applicant attending Borough Council.

There is a request for a waiver of requiring a preliminary plan.

JP Whitmore moved to recommend approval of the preliminary plan requirement waiver.

T. Blomquist seconded. The motion carried with all voting in favor.

JP Whitmore moved to recommend approval of the plan and that it proceed to Council at its December 9 meeting.

S. Mayoryk seconded. The motion carried with all voting in favor.

**OLD BUSINESS**

**BILLS AND COMMUNICATIONS**

**ADJOURNMENT**

T. Blomquist moved to adjourn the meeting at 7:38 p.m.

JP. Whitmore seconded. The motion carried with all voting in favor.

 Submitted by Cindy Bosley