

SHREWSBURY BOROUGH PLANNING COMMISSION

Regular Meeting: December 22, 2014 at 7:00pm.

Planners Present: Keith Wills, Stephen Mayoryk, Tamara Hatcher, Jessica Buck, and Russell Palmer

Others Present: David Lipinski, P.E., Keith Hunnings, Codes Enforcement Officer, Gloria McCleary property owner of Apple Tree Court, Kent Raffensberger, P.E. for Johnston & Associates, Inc., and Patti Fisher, James R. Holley & Assoc.

Chairman Wills convened the regular meeting of the Shrewsbury Borough Planning Commission at 7:01 p.m. in the Municipal Building, 35 W. Railroad Avenue, Shrewsbury, PA 17361.

APPROVAL OF MINUTES

K. Wills moved to approve the Minutes of September 22, 2014. R. Palmer seconded the motion. The motion carried with all in favor.

CITIZEN COMMENTS

None

NEW BUSINESS

Apple Tree Court Final Subdivision Plan - Kent Raffensberger, P.E. Johnston & Associates Inc., and Gloria McCleary, property owner, represented the Plan. Mr. Raffensberger gave a brief synopsis of the plan indicating that this is a 7 lot subdivision plan off of Plank Road and the Preliminary Plan has been approved and this is the final plan being addressed. Mr. Raffensberger then proceeded to go over the comments from the Staff Review on 12/10/14. The Staff Review comments are as follows:

1. Payment of all fees (engineer, solicitor, recreation, etc.). **OPEN**
2. Owners notarized signatures. **OPEN**
3. Signatures and seals of the engineer, surveyor and landscape architect. **OPEN**
4. A surety estimate shall be provided for the remaining public improvements not installed prior to final plan approval. **OPEN**
5. The stormwater management basin is located on Lot 1. A homeowners association shall be established to own and maintain the facility. Gloria stated her attorney is working with Atty. Rehmeyer on a legal agreement that all lot owners will participate in the maintenance of the pond. Note 18 should be clarified to state there will be a maintenance agreement. **OPEN**
6. Modified slant curb may be used in lieu of the standard slant curb. The owner should decide if they desire to use the modified curb since no curbing has been installed to date. Eng. Lipinski will send Eric the detail. **OPEN (Optional for Applicant)**

7. Sheet 5 of 6, note 1, shall indicate “Shrewsbury Borough” not the “Authority”. **DONE**
8. Keith, runoff from the structures discharge to seepage pits on the north side of Greenview Drive and to rain gardens on the south side. A licensed professional or their designee is required to observe the installation of the seepage pits, rain gardens and soil amendments. **DONE**
9. If the owner signs the certification on sheet SW1 of 4, how is this requirement transferred to the future lot owners and the home owners association – to be done under stormwater maintenance. **OPEN**
10. Sheet SW2 of 4, rain garden note, revise to “borough engineer” not the “township engineer”. **DONE**
11. Sanitary sewer and water connection permits are required for the new building lots. Sewer and water have not been reserved at this time. **OPEN**
12. The two proposed street lights are not typical Borough street lights but they were proposed during the preliminary plan phase. Eric should confirm with Met Ed that they can maintain the bulbs. **DONE**
13. New valve installed from Greenview Drive. The existing valve is blow off with 2” curb stop valve. **OPEN per Brian**
14. As of now, no fill dirt will be required; the existing tested fill will be moved to build up the road to meet Foxtail Court. If fill dirt will be required for lots 1 and 2, it will need to meet the prior testing requirements. **OPEN**
15. A note will be added that if grinder pumps will be necessary that they will be privately owned and maintained by the property owners. **DONE**
16. Adjoining lot CJ parcel 74Q owner is incorrect. **DONE**
17. If the developer proposes to impose restrictions on either merchants, tenants or future lot owners by means of lease provisions, deed restrictions, or covenants, the text of such provisions. **DONE**
18. Certification that the Planning Module for Land Development and/or any required waivers have been approved by the PA DEP. **DONE**
19. The property lines between lots 4 and 5 and between 5 and 6 should extend to the property boundary line in the center of Plank Road. The property lines currently end at the right-of-way line for Plank Road. **DONE**

S. Mayoryk made a motion to recommend approval of the Apple Tree Court Final Subdivision Plan pending outstanding items 1,2,3,4,5,6,9,11,and 13 and additional information to be addressed pertaining to the HOA & the development’s stormwater maintenance that is to be noted in the deed and/or sales agreement when purchasing a lot. S. Mayoryk expressed for the Council to address the egress for the stormwater and the management of such. K. Wills seconded the motion. The motion carried with all in favor.

Thompson Final Minor Subdivision Plan – Patti Fisher of James R. Holley & Associates represented the Plan. P. Fisher expressed that this is a 2 lot estate subdivision located at 432 N. Main Street. P. Fisher then proceeded to go over the comments from the Staff Review on 12/10/14. The Staff Review comments are as follows:

1. Statement of ownership must be signed, dated, and notarized. **OPEN**
2. A sewer and water feasibility report and certification that the Planning Module for land development and/or any required waivers have been approved by the PA DEP. The signed planning module was presented. **OPEN**
3. A letter from the owner of the Met-Ed transmission line and right-of-way stating any conditions on the use of the land – see note 14. **DONE**
4. The minimum right-of-way for a collector street is 60 feet and the proposed right-of-way for North Main Street (SR 3001), is 55 feet. The State Route number for North Main Street is missing from the plan. **OPEN**
5. The minimum required cart way width for a collector street is 34 feet and the existing cart way width for North Main Street is 22 feet with 7.5 foot shoulders. **DONE**
6. There is a shared access drive located across the northern property line of lot #1. If this access is to continue to be a shared access, then an easement should be provided and a use and maintenance agreement should also be provided. If the access is not to be shared, then a note to that effect should be added to the plan. **OPEN per Thompson Atty.**
7. There are two points on lot #3 that are not identified with markers, either existing or to be set. **DONE**
8. This plan should state that no improvements are planned. Currently, the plan states no *public* improvements are planned. **DONE**
9. The names of owners of immediately adjacent unplatted land and the names of proposed or existing land developments immediately adjacent. **DONE**
10. Location of existing and proposed street lights and fire hydrants (found). **DONE**
11. For all street rights-of-ways and property lines, radii, arcs and central angles of all curves. **DONE**
12. All required fees. **OPEN**
13. If the developer proposes to impose restrictions on either merchants, tenants or future lot owners by means of lease provisions, deed restrictions, or covenants, the text of such provisions. **DONE**
14. Where the land included in the Plan has an electric transmission line, a gas pipeline, or a petroleum or petroleum product transmission line located within the tract, the Plan shall be accompanied by a letter from the owner or lessee of such right-of-way stating any conditions on the use of the land and the minimum building setback and/or right-of-way lines. This requirement may also be satisfied by submitting a copy of the recorded agreement which shall contain the above data. **DONE**
15. Where are the two proposed concrete monuments? It appears that there are three existing concrete monuments, therefore, the proposed monuments are not required. **DONE**
16. In the site data, the minimum lot width for lot 3 is incorrect **DONE**
17. What are the existing building heights and are they in dimensional conformity? **DONE**
18. Note 10 contains a typo. **DONE**
19. Are there existing water and/or sewer services for the existing farming structures? Hydrant is York Water's; Borough has a blow-off there **DONE**
20. The PA One Call serial number and date is required. **DONE**

21. A 30' right-of-way is shown on the west side of North Main Street. Is a 30' right-of-way (additional dedication) required on the east side of North Main Street? **DONE**

K. Wills made a motion to recommend approval of the Thompson Final Minor Subdivision Plan pending outstanding items 1, 2, 6, and 12. R. Palmer seconded the motion. The motion carried with all in favor.

BILLS AND COMMUNICATIONS

None

REPORTS

None

ADJOURNMENT

R. Palmer moved to adjourn the meeting at 8:22pm. T. Hatcher seconded. The motion carried with all in favor.

Submitted by,

Kimberly M. Dettinger