

**HOPEWELL TOWNSHIP  
YORK COUNTY PA  
PLANNING COMMISSION MEETING  
MINUTES FOR DECEMBER 20, 2016  
MUNICIPAL BUILDING  
7:00 PM**

Yost called the meeting to order at 7:03 p.m. In attendance were Chairman Ann Yost, Thomas Malkie, Joe Shanabrough and Nancy Blevins. Secretary Kristy Spevak and Zoning Officer Keith Hunnings were also present.

Approval of Minutes

Blevins motioned to approve the October 18, 2016 meeting minutes. Malkie seconded the motion. Motion carried.

Grossman

Josh from Shaw Surveying was present to discuss the Grossman subdivision to review comments from YCPC, 2 sets of comments from Martin & Martin, YCCD, and South Penn Codes.

Open Comments from YCPC are as follows:

1. The setback on Lot 2 adjacent to the proposed right-of-way should be a front setback on 35 feet (s.202.4.b.3). In addition, two (2) front setbacks were provided on Lot #5, however only one is required.
2. The following information is required by Ordinance to be shown on, or provided with the Plan:
  - a. Location of permanent reference monuments (s.405.t)
  - b. The statement of ownership must be signed, dated, and notarized (s.405.u)
  - c. A copy of private deed restrictions imposed as a condition of sale (s.405.aa). These should include a use and maintenance agreement for the shared private right-of-way.
  - d. A typical cross section and street profile should be provided for the private right-of-way.
  - e. Certification that the Planning Module for Land Development and/or any required waivers have been approved by the PA DEP (s.405.cc)
  - f. An erosion and sediment control plan and NPDES permit approved by the YCCD (S.405.ff).
3. The plan must conspicuously state that the private access road has not been improved to public street standards and will not be owned or maintained by Hopewell Township (s.503.a.2.c).
4. The minimum required distance between intersections not in alignment is 150 feet (s.506.e). Provide the distance between the proposed private street and Scarborough Fare to ensure compliance with this requirement.
5. The safe sight stopping distance should be provided for the proposed private street intersection with High Street (s.506.d).
6. Provide the proposed private street name (s.507.f). The proposed name must be approved by the US Post Office and York County Control.
7. Sidewalks are required along all public streets where the lots are less than one (1) gross acre in size (s.604.a.1). A sidewalk is required along High Street.

8. Street lights are a requirement and should be shown on the plan (s.607).
9. The developer should contact the owners of the rights-of-way that traverse this parcel to ascertain what activities/structures/roads may be constructed within the rights-of-way. Hunnings stated that letters from the utilities approving this are required.
10. Clear sight triangles should be provided for each driveway intersection.

Open Comments from Martin and Martin dated December 9, 2016 are as follows:

1. Pennsylvania DEP planning module approval is required prior to Final Plan approval (402.cc).
2. County Conservation District approval is required (402.hh, 518).
3. An owner's certification statement must be signed, dated and notarized (402.x).
4. The applicant will be required to guarantee the completion of all public improvements prior to the release of an approved Final Plan (402.dd, 612).
5. Comments from Stewartstown Borough Authority must be solicited and considered (403).
6. Any York County Planning Commission comments must be satisfactorily addressed.
7. The UPI chart must be completed prior to recording (405.kk).
8. Proposed Lots 2 & 3 should provide a front-yard building setback line along the 48' proposed private right-of-way (Z.O. 202.4.b.3).
9. Prior to Final Plan approval, the Township Solicitor should provide a review of a use and maintenance agreement for the proposed private right-of-way (503.e).
10. The plan should identify all existing streets within 400 feet of the property by name, route number, right-of-way width and cartway width (402.s). Yost commented to also label the side streets.
11. Portions of the proposed private right-of-way should also be labeled as, and serve as, a utility easement for the accommodation of public water and sewer. These limits should be clearly defined (402.mm, 513).
12. A paving cross-section should be provided for the proposed private right-of-way (405.bb).
13. Dead-end roads must include an appropriate turn around (505.d, e).
14. The intersection of the private road with High Street should have a maximum grade of 4% within 50 feet of the centerline intersection (506.b).
15. The centerlines of the proposed private road and existing Scarborough Fare must maintain a minimum separation of 150 feet (506.e).
16. A stop sign should be specified for the proposed private road intersection with High Street (605).
17. Section 604.a.1 of the SALDO requires sidewalks along High Street due to the small area of Lots 1& 2. It should be noted that the Board has the discretion to grant a waiver of this requirement if requested by the applicant (604.a.5, b).

Comments for YCCD stated the general NPDES Permit was checked for completeness and all necessary items were found to be included.

Open Comments for South Penn Code Consultants dated 10/18/16 are as follows:

1. Existing Non-Conforming Structures exist and a Note should be added to the plan that acknowledges them and how they are dealt with existing Non-Conforming

structures. The existing Shed must be relocated because this plan would expand the non-conformity by allowing a shed in the front yard of Lot 3.

2. Section 503.2.e Operation and use agreement for the private road need to be provided and reviewed by the Solicitor.
3. Turnaround needs to be provided at the end of the private street.
4. Verify the Marcia Roof adjoiners. Those properties were recently developed and new homes completed. I believe they are new adjoiners.
5. Label all existing structures on the first sheet.

Open Comments from Martin and Martin dated December 18, 2016 are as follows:

1. As part of the soil evaluation the Plans need to indicate the specific location of the soil tests (306.B.(2)).
2. Applicant shall demonstrate a minimum of 24 inches of separation between the bottom of infiltration trench to the limiting zone (i.e. seasonal high water table, bedrock, mottling). For instance the infiltration trench at High Street has a proposed depth that is lower than the probe depth of 8 feet (306.B.4).
3. A note needs to be added to the construction details for all infiltration trenches specifying a bottom slope of 1 percent or flatter (306.B.10)
4. The Applicant must ensure compliance with the erosion and sediment pollution control standards contained in 25 Pa. Code Chapter 102 for this project (401.E)
5. The Grading & Utility Plan (Sheet 3 of 3) and Pre/Post Development Tributary Area Delineation Plans (Sheet A1 and A2) must show existing contours at an appropriate interval (401.F.4).
6. The PCSM Plans shall indicate by note the amount of impervious coverage proposed for each new lot (401.F.10).
7. The bottom width of channel PCC-1 in the PCSM Plan does match the bottom width provided in the calculations in the PCSM Report. The applicant shall revise accordingly (401.F.15).
8. Plans shall indicate the contact information of the property owner/developer (401.F.24).
9. The statement on Sheet SW1 acknowledging “stormwater BMPS as shown on this plan are permanent fixtures that can be altered or removed only after approval of a revised plan by the Municipality” must be signed by the owner/developer (401.F.25). The Township needs to be aware this covenant shall run with the property and that provisions should be taken to ensure that the new property owner(s) of the lot(s) acknowledges the same. It is recommended that a note be added stating that future property owners intending to construct a new home and driveway with impervious areas exceeding the current plan are required to submit a revised plan which must be approved by Hopewell Township. The Township should discuss with their Codes Officer as to how they will administer and monitor this for the individual land use permit applications.
10. Add a note to the LD Plans stating that 6 inch of topsoil shall be applied to all vegetated areas that have been disturbed with this project (401.F.27).
11. The Engineering Certification Block provided in the Township Stormwater Management Ordinance needs to be added to the PCSM plans. (401.F.29)
12. An As-Built Plan and certification will be required prior to a full release of financial construction surety. (407).
13. Financial construction security for the stormwater management and erosion & sediment control facilities must be provided in a form suitable to the Township's Solicitor prior to approval of these plans (409).

14. It is recommended that the existing outlet pipe for the underground SWM facility be placed in a stormwater easement since it will be located outside of the Lease Area (502).

15. Applicant shall provide 20-foot wide access easement center around all stormwater facilities that are part of the PCSM Plans (502.b)

16. A note needs to be added to the PCSM Plans that the Township shall be granted access to inspect the on-lot stormwater facilities in the event of a malfunction. Additionally the note shall also state that the Township has authority to maintain or repair those facilities in the event that the responsible party fails to do so (502.C and 502.F.)

17. A Stormwater Maintenance and Monitoring Agreement in a form approved by the Township Solicitor must be prepared by the Applicant and executed prior to Plan approval (503).

18. The Stewartstown Borough and Hopewell Township boundary needs to be clearly identified on the Grading and Utility Plan (Sheet 3 of 3) and Pre/Post Development Tributary Area Delineation Plans (Sheet A1 and A2).

Yost motioned to table this plan pending resubmission. Blevins seconded the motion. Motion carried.

Public Comment:

None.

The Commission had major concerns regarding the grading and stormwater, as well as approvals from the utility companies. Yost motioned to adjourn at 7:54 p.m. Meeting adjourned.

\_\_\_\_\_  
Kristy Spevak, Secretary

  
\_\_\_\_\_  
Courtney Hargrave, Recording Secretary