

MINUTES  
WEST MANCHESTER TOWNSHIP  
PLANNING COMMISSION  
DATE: August 13, 2024

The meeting was called to order by David Beecher at 7:00 p.m.

**ATTENDANCE**

**Planning Commission Members:**

David Beecher, Chairman – Present  
Patrick Hein, Vice-Chairman – Present  
Felicia Dell – Present  
Fred Walters – Present  
Matthew Biehl – Present

**Staff:**

Rachelle Sampere, Zoning Officer – Present  
Rainer Niederoest, Dawood Engineers – Present

Tonight's Planning Commission meeting was held in person and broadcasted over Zoom. David Beecher welcomed Matthew Biehl, introduced him to the other Planning Commission members and thanked him for his interest in joining the committee. Mr. Biehl was appointed to the Planning Commission by the Board of Supervisors at their July 25, 2024, public meeting.

**APPROVAL OF MINUTES**

MOTION: by Fred Walters to approve the July 9, 2024, Planning Commission meeting minutes.

SECOND: by Patrick Hein

MOTION PASSED: 4-0 (1 Abstain – Biehl)

**ZONING HEARING BOARD CASES**

There were no zoning hearing applications submitted for this month's Planning Commission meeting.

**NEW BUSINESS**

**Rezoning Request from Gerald W. Lighty and Gerald W. Lighty, Executor of the Estate of Brian L. Lighty** to rezone a **48.60-acre parcel of land along Baker Road** (UPI # 51-000-JG-0033D-00000) from Open Space Residential-1 Zone to R-1 Residential Zone.

Attorney Peter Ruth of Stock and Leader, representing Gerald W. Lighty and Gerald W. Lighty, Executor of the Estate of Brian L. Lighty, who are the legal owners of the property located at Tax Map: JG; Parcel: 0033D, Baker Road, presented the rezoning request to the West Manchester Township Planning Commission members.

The vacant 48.60-acre parcel is situated in the Open Space Residential-1 Zone. (OSR-1 Zone) The applicant is requesting that the parcel be rezoned to R-1 Residential.

Attorney Ruth noted that the Township's current Comprehensive Plan indicates that the future land use of the subject property would continue to be residential. Attorney Ruth noted that the Township is in the process of preparing its 10-year Comprehensive Plan. He stated that his clients attended a public open-house meeting where the subject parcel was shown on a draft future land use map indicating that it may be recommended to be rezoned from OSR-1 to R-1 Residential. Attorney Ruth explained to the Planning Commission members that his client has requested this parcel be rezoned prior to the adoption of the Comprehensive Plan that the Township is currently working on because this property has been under contract for approximately 2 years, pending a potential rezoning.

The Planning Commission members asked if public sanitary sewer and public water was available to this parcel. Rainer Niederoest of Dawood Engineers informed them that public sanitary sewer and water are not currently available at the site, but both utilities are nearby and should be available to the site through the land development process. Dawood Engineers is currently working with Dover Township to confirm capacity at the interceptor where the sanitary sewer from this site would flow. The Planning Commission members also discussed the minimum required lot sizes in case public sanitary sewer was not available to the site. They asked the Township Engineer if 0.5-acre parcels would be large enough to accommodate on-site septic systems. Rainer Niederoest confirmed that a 0.5-acre parcel should be able to accommodate on-site septic system, but he believes that public sanitary sewer will be made available to the subject tract.

MOTION: by Matthew Biehl to recommend the Board of Supervisors consider rezoning this parcel prior to the adoption of the Comprehensive Plan the Township is currently working on.

SECOND: by Fred Walters

MOTION PASSED: 5-0

**SK-24-03 – Sketch Plan for Proposed 7 Brew Coffee** – to depict a sketch plan for a proposed drive-thru beverage business that only serves beverages and no food **located at 1407 Carlisle Road** (Tax Map: JH; Parcel: 56B and Tax Map: JH; Parcel: 56D) in the Highway Commercial Zone. Briefing.

Mr. Travis Odom of 7 Brew Coffee presented the sketch plan to the Planning Commission members. He and his team do not currently own the two (2) properties located at 1407 Carlisle Road and Haviland Road, but this site is of great interest to his team. 7 Brew Coffee is interested in meeting with the Planning Commission members to discuss any concerns they may have for developing this site. Mr. Odom explained that the 7 Brew Coffee shop is a drive-through facility featuring double drive-through lanes with employees taking customers' orders in person with hand-held devices. There are no speakers for ordering. Their standard is to have customers place their orders and receive them in less than four (4) minutes. They do not have any online apps for ordering ahead. They do not participate in any of the delivery services. They do not feature any indoor dining. They only sell drinks and pre-packaged muffin tops. They do not prepare any food products on site. There are occasional walk-up customers, as they do not expect ambulances or emergency vehicles to patronize their business through the drive-through lanes. Ninety percent (90%) of their sales are generated from pass-by trips. They anticipate employing 40-50 people total over three (3) shifts. They anticipate 65-90 cars between the hours of 7:00 a.m. and 8:00 a.m. Their hours of operation are 5:30 a.m. until 10:00 p.m. Monday through Friday, Saturday and Sunday hours are until 11:00 p.m. They are currently building a store in Red Lion, Pennsylvania that is estimated to open in early September 2024.

Township staff voiced their concerns regarding the sketch plan layout depicting two (2) access drives along Carlisle Road. The circulation within the site may cause traffic concerns at the southern entrance to the site due to cross-traffic within the site. Planning Commission members discussed their concerns regarding the traffic leaving the site via the one-way section of Haviland Road stating that they're concerned about the intersection of Haviland Road and Brougner Lane. They also stated that they are concerned that vehicles would not be able to make a left into their site when travelling south on Carlisle Road. Patrons will not be able to enter the site via Haviland Road, as it is only one-way from Carlisle Road toward Brougner Lane. The Planning Commission members also questioned whether this site was large enough to provide the minimum required parking spaces for staff and patrons.

There was no action taken on the sketch plan by the Planning Commission members. The applicant must submit a preliminary and final land development plan for the project to be forwarded to the West Manchester Township Board of Supervisors for consideration.

**T-888 – Preliminary/Final Land Development Plan for Proposed Flex Industrial Building for 1850 Lemon, LP** – to depict the re-development of the parcel for a proposed industrial flex building and associated improvements on a 7.328-acre parcel **located at 1850 Lemon Street** (Tax Map: IH; Parcel: 0030B) in the General Industrial (I-3) Zone. Review/Action

Ms. Sampere stated that she received an email from Robert Sandmeyer of Site Design Concepts requesting that the plan be tabled so the applicant could address additional comments regarding the floodplain which were received at the in-house staff review. The applicant has provided the Township with a time-extension waiver.

MOTION: by Felicia Dell to table the plan, as requested by the applicant’s engineer.

SECOND: by Patrick Hein

MOTION PASSED: Unanimously (5-0)

**T-896 Final (Reverse) Subdivision Plan for Frito Lay York ASF Remodel** – to depict the existing conditions of the project site and to combine parcel 1 (Tax Map: IG; Parcel: 52B) and parcel 2 (Tax Map: IG; Parcel: 52Q) along North Zarfoss Drive and Gillespie Drive to create a combined parcel of 12.94 acres **located at 3553 Gillespie Drive** in the General Industrial (I-3) Zone. Review/Action.

Mr. Mark Bugelholl, P.L.S. of Greenman-Pedersen, Inc. presented the reverse subdivision plan depicting the consolidation of two (2) parcels along Gillespie Drive. Mr. Bugelholl explained that the previous lot consolidation plan was approved twenty-one (21) years ago, but it was never recorded. The parcels are under the same deed and are the same use. Frito Lay would like to consolidate the lots to further develop their property which is depicted in a separate land development plan being reviewed by the Township.

MOTION: by Patrick Hein to recommend the Board of Supervisors approve T-896 Final Reverse Subdivision Plan for Frito Lay ASF Remodel subject to the following outstanding comments being addressed prior to the plan being recorded:

**Subdivision and Land Development Ordinance (SLDO):**

1.	§121-14.C.3.b The following items when located within 200 feet of the subject tract: ... sanitary sewer mains including manhole numbers. <i>Include the manhole number for the sanitary sewer manhole in Gillespie Drive near L1. On 8/7/2024, the West Manchester Township Public Works Superintendent provided GPI with the manhole number to be used for the sanitary sewer manhole in the curve of Gillespie Drive near L1 which is 17. Please add this information to all applicable sheets of the plan.</i>
2.	§121-14.D.14 A statement on the plan indicating any proposed waivers. This statement must be revised, prior to recordation of the plan, to acknowledge the outcome of the requested waiver.
3.	§121-14.E.2 & 121-15.F.3 Verification should be provided indicating that the Planning Module for Land Development or Non-Building Waiver was approved by the Sewage Enforcement Officer and/or the Pennsylvania Department of Environmental Protection.
4.	§121-14.G.2 & §121-15.F Certifications and notifications. A statement by the individual responsible for the data to the effect the survey, plan and/or other general data are correct (See

	Appendix No. 1) <i>This statement must be placed on both plans and reports. Sign and seal the plans and reports.</i>
5.	§121-15.F.4 A notarized statement signed by the landowner, to the effect that the subdivision or land development shown on the plan is the act and the deed of the owner, that all those signing are the owners of the property shown on the survey and plan, and that they desire the same to be recorded as such (See Appendix No. 2). This must be dated following the last change or revision to said plan. <i>Since there is development proposed on the lot, the owner must sign the plan.</i>

**Access Drive Ordinance:**

1.	§42-8.F The number of access drives intersecting with a street line may not exceed one per lot. The Board of Supervisors may grant permission for additional access points where required to meet exceptional circumstances and where frontage of unusual length exists. <i>There are multiple entrances from Gillespie Drive into the subject parcel(s). Please list the existing nonconformity or list any previously approved waivers on the Cover Sheet of the plan. A new waiver of this section will be required since the lots are being combined. Please submit a waiver application and add the requested waiver to the Cover Sheet of the Plan. The Applicant has requested a waiver.</i>
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**General Comments:**

1.	A new legal description must be prepared for the newly combined lot and recorded with the plan so that the County Tax Map is updated.
2.	The notarized signature of the owner(s) shall be affixed to the plan prior to approval by the Board of Supervisors (§121-15.F.4)
3.	The signature of the individual responsible for the data to the effect that the survey, plan and/or other general data are correct .(§121-14.G.2)
4.	All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
5.	All approved Final subdivision and land development plans, shall be submitted in electronic format (i.e. PDF)
6.	Comments from the York County Conservation District, Township Zoning Officer and other as applicable shall be addressed.
7.	Dawood reserves the right to comment on future plan submissions or provide additional comments if new issues arise.

SECOND: by Matthew Biehl

MOTION PASSED: Unanimously (5-0)

MOTION: by Patrick Hein to recommend the Board of Supervisors grant the following waiver, as requested:

W1.	§42-8.F The number of access drives intersecting with a street line may not exceed one per lot. The Board of Supervisors may grant permission for additional access points where required to meet exceptional circumstances and where frontage of unusual length exists. Currently, the 2 lots contain 3 access drives along Gillespie Drive. The proposed combined lot will contain the 3 existing access drives. The proposed frontage on Gillespie Drive would be approximately 1,350 feet.
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SECOND: by Fred Walters

MOTION PASSED: Unanimously (5-0)

**DISCUSSION**

Ms. Sampere provided the first draft of the Township's Comprehensive Plan to the Planning Commission members for their review. The Planning Commission members will have a few weeks to review the text before holding a work session during a public meeting to discuss the draft. The Planning Commission members decided to hold their work session during their September 10, 2024, public meeting. A representative from Gannett Fleming will also attend the work session to answer any questions the Planning Commission members may have.

The Planning Commission members will not vote on the document during this session. They would like to use this time to discuss any recommendations they'd like made to the document so those recommendations can be given to the Steering Committee and the representative at Gannett Fleming.

After revisions are made to the first draft of the Comprehensive Plan, a draft for public viewing will be made available for viewing at the Township office. An announcement will be posted on the Township's website under "Latest and Breaking News".

**ADJOURN**

MOTION: by Patrick Hein to adjourn the meeting.

SECOND: by Fred Walters

MOTION PASSED: Unanimously (5-0)

The meeting adjourned at 8:05 p.m.