

**Marshall Township
Planning Commission
525 Pleasant Hill Road
Wexford, PA 15090**

June 2, 2015 - 7:00 PM

Present: Larry Payne, Ron Baling, Elaine Hatfield, Todd Shaffer, Bob Edwards, Kim Herbert

Absent: Jeff Davison

**Planning Director/
Zoning Officer:** Nicole Zimsky

Engineer: Art Gazdik

Secretary: Sandy Bauer

Solicitor: Blaine Lucas (not present)

Others:

Mr. Baling called the meeting to order at 7:03 p.m.

MINUTES

- ❖ Approval of the May 18, 2015 Meeting Minutes.

Mr. Edwards requested an amendment to the sentence, "*Ms. Hatfield moved to recommend approval of the conditional use application, subject to staff comments, and with stipulations that the amount of acreage is changed to reflect only that contained in Lots 1 and 2 and that the hotel be not less than upper-mid scale on the star rating scale.*" The sentence shall be amended to indicate that, "*the hotels be not less than upper-mid scale on the star rating scale*", pluralizing the word "hotel".

Ms. Hatfield moved to approve the Minutes as amended. Mr. Shaffer seconded the motion. Ms. Herbert abstained. The motion was carried [5-0].

PLAN(S)

- ❖ Regional Learning Alliance Parking Lot Expansion; SP(LD)15-05; Freeport Road, plans dated 05/01/2015; **deadline: 8/31/2015**

Mark Taylor of RAR Engineering presented the parking lot expansion plan specifics. Applicant agreed to comply with all of the staff comment letters. Discussion involved specifics of the expansion including ADA compliance and pathways to the building and to the sidewalk. Ms. Herbert asked if the sidewalks will extend to Freeport Rd. Ms. Zimsky explained that the applicant seeks a modification to the sidewalk ordinance due to a steep hillside and would offer to pay into a fund so that local areas could be further developed. Discussion of handicap accessibility of the sidewalk is discussed. Mr. Payne asked if there any consideration given to restriping the lot to group all of the ADA spaces together. The answer was no, they had not and that all of the spaces are located strategically near each entrance.

Ms. Zimsky read her comment letters.

I. **SP(LD) 15-05: RLA Parking Lot Expansion – Land Development Plan:**

This plan proposes a 68 space parking lot expansion ant the Regional Learning Alliance Facility on Freeport Road. The proposed development is located in the Suburban Residential (SR) zoning district.

II. **Subdivision Review Comments**

1. **Section 174-205.B.3.** The name of the owner(s) of adjacent properties, the location of structures on adjacent properties, and the nature of use of these properties.

COMMENT: Please add this information to the plans. Perhaps an additional sheet which shows the entire site would be a good addition as the Existing Conditions Plan.

2. **Section 174-205.B.8.** A site location map which shall be taken from the Zoning Map, drawn at a scale of one (1) inch equals twelve hundred (1,200) feet, to include the location of the proposed land development in relation to Township boundaries, public streets, adjacent zoning districts and all properties adjoining the property being developed.

COMMENT: Please add the zoning map as the location map.

3. **Section 174-205.B.9.(a).** Property lines with bearings and distances shown for the site and adjacent properties.

COMMENT: Please add this information to the Existing Conditions Plan.

4. **Section 174-205.B.9.(b).** Zoning district for the site and adjacent properties.

COMMENT: Please add this information to the Existing Conditions Plan

5. **Section 174-205.B.9.(c).**Lot area.

COMMENT: Please add this information to the Existing Conditions Plan.

6. **Section 174-205.B.9.(d).** Proposed screening and bufferyards.

COMMENT: As per the Marshall Township Zoning Ordinance §208-2202.B.2., Bufferyyard E is required between the proposed parking lot expansion and Freeport Road. SWM facilities are permitted to be in the bufferyard and credit will be given for existing vegetation, but you need to show the existing vegetation on the existing conditions plan.

7. **Section 174-205.B.9.(p).** A table with computations estimating the impervious surface.

COMMENT: You provide a number, but please provide information on how you determined the number.

8. **Section 174-205.B.9.(r).** Identification of soil series as shown in the SOIL of the COUNTY, with the soil limit lines plotted on the base map.

COMMENT: Please show this information on the plans.

9. **Section 174-205.B.9.(s).** Location, width, bearings and purpose of existing and proposed easements and utility rights-of-way.

COMMENT: Please provide this information to the plans.

10. **Section 174-205.B.10.** A list of relevant permits, approvals or certificates required by Federal, State, County, or local governmental authorities.

COMMENT: Please add the list of relevant permits to the plans.

11. **Section 174-503.I.** Sidewalks

COMEMNT: Sidewalks are required to be constructed from property line to property line along the frontage of Freeport Road. Please show the sidewalks or submit a waiver request form with the application fee if you are looking for a potential waiver from this requirement.

III. **Additional Comments**

1. As the plan proposed parking lot lighting a detail will need to be added to the detail sheet. A light pole base is provided, but not the light itself. The lights need to be a full cutoff and a lighting plan should also be provided.

Mr. Gazdik read his comment letters.

General

The Developer shall address all outstanding comments contained in the Planning Directors review letter(s).

Final locations of required fire lanes must be approved by the Township Fire Marshall, 174-503.H.

Subdivision and Land Development

1. The existing sidewalk should be added to the plan, 174-205.B.9.(e).
2. A sidewalk and with ADA Ramps should be added along the property frontage, 174-503.I.1.(c).
3. Provide digital submittals of final approved plans, per 174-201.E.

Stormwater Management (Chapter 105)

1. The SWM plan meets the requirements.
2. The Stormwater Agreement for the site will need to be amended to include the proposed revisions.

Grading

3. There are proposed slopes of 2:1 (H:V). Where cut or fill slopes exceed 3:1 (H:V), a written statement from a registered professional engineer (Engineer) experienced in geotechnical engineering is required. The statement and report shall indicate the proposed grading has been reviewed, inspected and evaluated by the Engineer and that the slopes specified on the plans shall not result in increased risk or injury to persons or damage to adjacent property or receiving streams from erosion and sedimentation, as per 88-13 and 88-14.
4. A Grading Permit and Grading Permit Agreement, is required prior to proceeding with work, as per 88-17.

Mr. Shaffer stated that he would like to see sidewalks if at all possible. Ms. Herbert asked for clarification of lighting standards.

Ms. Hatfield moved to recommend approval of the parking lot expansion plan, conditioned upon the comment letters by Staff dated 5/28/15. Mr. Payne seconded the motion. Vote in favor was unanimous. [6-0].

- ❖ Dr. Prazer Office Addition – Medical Office; CU 05-02; VIP Drive, plans dated 4/16/2015; **deadline: 7/10/2015**

Mr. Mike Ogin of Gateway Engineers presented and gave a brief description of the plan. Specifics include consolidation of two lots and the construction of a 15,000 sq. ft. addition onto the existing structure.

Mr. Payne asked if sidewalks will be installed. Mr. Ogin replied affirmatively. Mr. Payne also inquired as to the construction of ADA spaces and had concerns about the trash enclosure location as it relates to individual usability. Mr. Shaffer requested the addition of a recycling receptacle. Mr. Ogin agreed to its inclusion. Mr. Ogin asked is it necessary to cut out parking for greenspace? Ms. Zimsky detailed the ordinance for interior landscaping. Mr. Ogin asked for an expert on traffic to look into the necessity of a guardrail. Mr. Baling voiced concerns about drainage issues due to the absence of a curb. Mr. Ogin described that the lot slopes away from the building. Discussion of parking spaces took place. Mr. Ogin committed to rechecking parking space calculations to ensure that the number is sufficient and to illustrate those calculations on the plan. Ms. Zimsky recommended having as much parking as possible because of the high parking demand of a doctor's office. Ms. Zimsky provided clarification of Conditional Use approval. Ms. Herbert asked are there any issues with distance between two entrances? Mr. Ogin stated that the distance is 125 feet. Mr. Gazdik stated that the distance needs to be 200 feet and that the applicant needs to seek a modification. Mr. Payne asked about a sidewalk extension to prevent forcing pedestrian traffic down a sloped, two-way traffic area. He noted potential treacherous conditions at the base of the slope in inclement weather. Mr. Ogin agreed to look into it.

Ms. Zimsky read her comments.

I. CU # 15-03: Dr. Prazer Office Addition Conditional Use Application – Medical Office.

The applicant is seeking conditional use approval to expand his Medical Office (Adult Vision Care) to a 15,000 SF addition he is proposing for his building located at 110 VIP Drive. The property is located in the Planned Office, Research, Business Park (PORBP) District. Medical office is a conditional use in the PORBP District. The medical office is proposed to operate between the hours of 8:00 am – 7:00 pm Monday - Thursday, 8:00 am – 4:30 pm Friday and 8:00 am – 1:30 pm Saturday.

The Applicant has submitted the required standards for review.

II. Recommendation.

Recommend approval of the application to the Board of Supervisors.

- ❖ The Prazer Plan; SUB-FIN(15-12); VIP Drive, plans dated 4/16/2015; **deadline: 8/31/2015**

Ms. Zimsky read joint comment letters with Mr. Gazdik.

I. Sub-Fin 15-12 - The Prazer Plan :

The proposed plan consolidates two existing parcels to facilitate a land development. The land development associated with this subdivision proposes to place an addition on the existing building located on the site. The property is located in the Planned Office, Research and Business Park (PORBP) zoning district.

Subdivision Review Comments

1. **Section 174-206.B.1.** The site location map shall be taken from the Township Zoning Map.

COMMENT: Please use the current zoning map. The one on the plan has not been valid since January of 2008.

2. **Section 174-207.B.10.** Location, width, bearings and purpose of existing and proposed easements and utility rights-of-way.

COMMENT: Please provide this information.

II. Additional Comments

None

- ❖ Dr. Prazer Office Addition; SP(LD)15-06; VIP Drive, plans dated 5/2015; **deadline: 8/31/2015**

Ms. Zimsky read her comment letter.

I. SP(LD) 15-06: Dr. Prazer Office Addition – Land Development Plan:

This plan proposes a 15,000 SF, 2-story office building addition to the existing “Adult Vision Care” building at 110 VIP Drive. The proposed development is located in the Planned Office, Research and Business Park (PORBP) zoning district.

II. Subdivision Review Comments**12. Section 174-205.B.9.(j). Water Service.**

COMMENT: Please provide a letter from West View Water Authority stating that they have capacity to service the project.

13. Section 174-205.B.9.(k). Sanitary Sewage Facilities.

COMMENT: A letter from the McCandless Township Sanitary Authority stating they have capacity to service the project.

14. Section 174-205.B.9.(r). Identification of soil series as shown in the Soil Survey of the County, with the soil limit lines plotted of the base map.

COMMENT: Please show this information on the plans.

15. Section 174-205.B.9.(s). Location, width, bearings and purpose of existing and proposed easements and utility rights-of-way.

COMMENT: Please provide this information to the plans.

16. Section 174-205.B.12. Landscape plan which indicated the location, dimensions, and types of vegetation to be installed under the landscaping and bufferyard requirements of the zoning ordinance.

COMMENT: Please show the existing parking lot and bufferyard plantings on the plan.

17. Section 174-205.B.13. Floor plans, elevation drawings of all facades on all structures, exterior building materials and colors.

COMMENT: Please add this information to the plans.

18. **Section 174-503.I.** Sidewalks

COMMENT: Sidewalks are required to run property line to property line. Please show the sidewalks continuing to the southern property line.

III. **Zoning Ordinance Comments:**

1. **Section 208-2004.B.** Where a parking area is altered or expanded to increase the size to six thousand (6,000) or more square feet of area or fifteen (15) or more parking spaces, interior landscaping for the entire parking area shall be provided and not merely to the extent of its alteration or expansion.

COMMENT: Please show the existing parking lot landscaping so it can be determined if this requirement is satisfied.

2. **Section 208-2202.B.** Bufferyards. Bufferyard E is required.

COMMENT: Please show any existing Bufferyard Plantings so that staff can determine if Bufferyard E is being provided in the area of the plan where the existing parking lot is located.

IV. **Additional Comments**

2. Plans have been forwarded to Trans Associates for their review and Traffic Impact Fee, if any, calculation.
3. Plans indicate that you are constructing 48 new parking spaces. By ordinance 60 parking spaces are required. Please provide the square footage and use breakdown of the existing building so the staff can determine if the site, as a whole, is providing the required number of parking spaces.
4. Are you providing parking lot lighting? If so, please provide a light standard for the parking lot lighting.

Mr. Gazdik read his comment letter.

General

The Developer shall address all outstanding comments contained in the Planning Directors review letter(s).

Final locations of any required fire lanes must be approved by the Township Fire Marshall, 174-503.H.

Subdivision and Land Development (174)

1. Provide digital submittals of final approved site plans and reports, per 174-201.E.
2. It is noted that Gateway Engineer states that sanitary flows will be reduced after the proposed addition replaces the existing car wash. The Township will sign off on the Planning Module Exemption once a letter from the McCandless Township Sanitary Authority is provided that confirming that they will accept the additional flow, 174-207.9.(b).
3. It appears that there may be a storm sewer running north from the existing inlet located in the southeast corner of the property (T= 979.56'). An existing storm sewer is also shown on Lot 12 (114 VIP Drive) to the north of the site, it appears from the attached site plan for 114 VIP Drive that a portion of the adjoining site drains to a storm sewer that crosses the site. Also, an existing inlet (T=995.29) that drains a portion of the existing parking lot is shown as draining to that area. Are these inlets interconnected? 174-302.C.
4. Sidewalks are required to be constructed along VIP Drive, 174-503.I.1.(c).
5. Provide a list of any modifications if any are being requested for this land development, 174-201.D.9.
6. Guide Rail should be shown on the plan where roads or parking areas abut, 174-503.G.

Grading (88)

7. A Grading Permit and Grading Permit Agreement, is required prior to proceeding with work, as per 88-17.
8. An NPDES construction discharge permit for the site will be required prior to permit issuance , as per 88-15.

Stormwater Management (165)

9. Provide a SWM Plan that conforms to the Redevelopment performance standards, as per 165-106.E. Note a predevelopment CN of 71 is to be assumed for the lot being redeveloped, but the peak rate control is reduced to a 10 year storm.
10. It is noted that this SWM Facility is to remain private and a SWM agreement is required, 165-107.4.

Ms. Hatfield moved to recommend approval of the Dr. Prazer Medical Office Addition Conditional Use, conditioned upon the comment letters by Staff dated 5/28/15 . Mr. Baling seconded the motion. Vote in favor was unanimous. [6-0].

Mr. Shaffer moved to recommend approval of the Prazer Plan Subdivision, conditioned upon the comment letters by Staff dated 5/28/15 Mr. Baling seconded the motion. Vote in favor was unanimous. [6-0].

Ms. Hatfield moved to recommend approval of the Dr. Prazer Office Addition Land Development, conditioned upon the comment letters by Staff dated 5/28/15 and attention to the following; interior sidewalks, sidewalks along VIP Drive, guiderail, recycling receptacle, parking spots and a modification request. Mr. Payne seconded the motion. Vote in favor was unanimous. [6-0].

ADJOURN

Since there was no further business to come before the Commission at 8:06 p.m., Ms. Hatfield moved to adjourn the meeting. Mr. Edwards seconded the motion. All in favor. Vote in favor of the motion was unanimous. [6-0]

Respectfully submitted,

Sandy Bauer
Receptionist