

MINUTES

BOARD OF SUPERVISORS WORKSHOP SESSION

MAY 12, 2010
6:30 PM

The Silver Spring Township Board of Supervisors met in a workshop session on Wednesday, May 12, 2010 at the Township Building, 6475 Carlisle Pike, Mechanicsburg, Pennsylvania.

Vice-Chairman Griffie called the meeting to order at 6:30 pm.

Supervisors present: Vice-Chairman Nancy Konhaus Griffie, Supervisor Mary Lou Pierce-McLain, Supervisor David R. Lenker, II, and Supervisor Nathan T. Spade. Absent: Chairman Vincent T. DiFilippo.

Staff members present: Ms. Terri A. Martini, Acting Township Manager; Mr. Bony R. Dawood, PE, Township Engineer; Mr. Richard E. Hammon, Superintendent of Police; Mr. Jeffrey R. Williams, Director of Parks and Recreation; and Ms. Kathy K. Kramer, Assistant/Secretary.

Others present:

L. Spenard	Wayne Stevenson
Keith Bailey	Matt Owens
Karl Miller	Ron Ferris
J. Funkhouser	G. & J. Diener
Barbara Sadler	Drew Williams
Marlin Wood	Carol Helt
Charlie Courtney	Valerie Greene
Dick Norrie	Steve Coraluzzi
Jamie Brubaker	Chris Markley
Jackie Eakin	James Greene
Dale Miller	Richard Harrell
Cheryl & Mike Scialpi	Jan LeBlanc
Bill Gladstone	Jim Mumper
Gary Lawrence	

PUBLIC PARTICIPATION

Vice-Chair Griffie announced that Chairman DiFilippo was not able to attend tonight's meeting due to a personal commitment.

Supervisor Spade introduced Superintendent of Police Richard E. Hammon.

Mr. Karl Miller inquired regarding the deadline of work on the Intersection of RT114 and Texaco Road.

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Mr. Jim Greene, a resident of Woods Drive, reported trucks utilizing Woods Drive at night. This item was turned over to the Superintendent of Police for his review and comments.

SILVER SPRING YOUTH BASEBALL ASSOCIATION DONATION PAYMENT PLAN

Mr. Rich Harrell, of Silver Spring Youth Baseball Association, presented a proposal to alter the agreement to construct a kiosk and to amend the payment schedule.

On a Pierce-McLain/Lenker motion, the Board of Supervisors approved the Silver Spring Youth Baseball Association Payment Plan for \$190,000 in two equal payments of \$95,000 by the end of the fiscal year.

The motion carried.

APPROVAL OF TREE PURCHASE FOR STONY RIDGE PARK TREE VITALIZE PROGRAM

On a Pierce-McLain/Spade motion, the Board of Supervisors approved the bid to purchase and install 25 trees at Stony Ridge Park from Robert Reese Landscape in the amount of \$5,150.

The motion carried.

HEALTH BENEFIT EXPENDITURES

On a Spade/Pierce-McLain motion, the Board of Supervisors approved the health benefit expenditures for April, 2010.

The motion carried.

AHMADIYYA MUSLIM COMMUNITY LD2010-3F- LETTER OF AWARENESS

On a Pierce-McLain/Lenker motion, the Board of Supervisors authorized a Letter of Acknowledgement be sent to PennDOT for the Ahmadiyya Muslim Community, final land development plan, LD2010-3F.

The motion carried.

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CROSSROADS AT WALDEN LD2010-2F

Mr. Jamie Brubaker, of Charter Homes, discussed the Crossroads at Walden final land development plan with the Board.

On a Spade/Lenker motion, the Board of Supervisors tabled action on the Crossroads at Walden, final land development plan, LD2010-2F, and acknowledged an extension of time for plan review until May 27, 2010. The following comments must be addressed:

ZONING ORDINANCE OF 2007 (ZO):

1. [ZO:207.05] – Conditional Uses
The “Inventory of Use” provided on the recorded Phase I Final Subdivision Plan outlines the entitled uses for Lots 129, 130, 131 and 186. The current proposal appears to exceed the specified entitlements for these lots. In addition, there is no entitlement for commercial use on Lot 187 formerly known as Lots 187, 188, and 189. Please review and revise as appropriate. The “Inventory of Use” shall be included on the plan. Provide the proposed use for each of the buildings. *Response indicates that applicant will address on overall “Inventory of Use” with Conditional Use.*
2. [ZO:207.9] – Architectural Consideration
All applications shall include the preparation of textural and (typical) graphic descriptions by a Commonwealth-registered architect, of proposed architectural features and styles, which shall be presented and analyzed with the criteria outlined in this Section of the Township’s Zoning Ordinance. This requested submission shall be in compliance with Condition Number 16 of CU2005-15. *Response indicates architectural renderings were included with the current submission. Dawood’s package did not include this information.*
3. [ZO:207.11.2.E] – Main Street Setting
Provide the locations of and details for the required lampposts, trash receptacles, benches, shade trees and any other similar amenities. *Response indicates that all amenities will be indicated on required architectural plan renderings and narratives.*

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4. [ZO:207.11.2.J] – Main Street Setting
The parking tabulation shall be revised to include two (2) parking spaces for each residential unit which is not located over a commercial use. *Please provide clarification on the meaning of and difference between the terminology “merchant flex” and “residential flex.”*
5. [ZO:207.11.2.O] – Main Street Setting
Provide the required twenty-five (25') feet wide landscape buffer strip at Lot 129. *Response indicates that the applicant will address with Conditional Use. Provide the required twenty-five (25') feet wide landscape buffer strip between Lot 187 and Lot 204.*
6. [ZO:207.11.2.Q] – Main Street Setting
Provide on the plan all applicable minimum required setbacks in accordance with the requirements of this Section. (a.) *The rear setback line for Lot 129 is dimensioned and labeled as 20 feet on Sheet 4 while the rear setback is indicated as 50 feet on Sheet 1. Please review and revise as appropriate to eliminate the discrepancy.* (b.) *It appears as though an unlabeled building encroaches into the front yard setback on Lot 129. Additionally, there are two (2) buildings labeled as Bldg. Q, one located on Lot 129 and a second one located on Lot 187. Please review and revise as appropriate to provide clarification.* (c.) *It appears that the minimum required off-street parking setback is not provided on Lot 187.*
7. [ZO:207.11.2.T] – Main Street Setting
Provide the location of the proposed dumpsters to demonstrate compliance with the setback requirement. *There does not appear to be a sufficient number of dumpsters provided. Please provide a detail for the proposed dumpsters to demonstrate compliance with the requirement to provide an enclosure.*
8. [ZO:207.11.2.U] – Open Space
Provide information to demonstrate that the loss of open space resulting from the proposed subdivision does not affect compliance with the requirement that thirty percent (30%) of the total site's net acreage be devoted to open

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space uses. *Response indicates applicant will demonstrate overall compliance, in excess of 30%, with this requirement. The required information shall be provided and/or demonstrated.*

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE OF 2007 (SLDO):

9. [SLDO:301] – Land developments proposing greater than fifty (50) parking spaces require the submission of a Preliminary Plan application. Subdivision plans creating lots for development must be approved by the Township, prior to the filing of an application for Land Development for a lot. Therefore, two (2) separate plans shall be submitted for review and approval; one for the Subdivision Plan (i.e., Lot Consolidation) and one for the Land Development Plan. (a.) *The SLDO requires a preliminary plan submission for developments which include greater than fifty (50) parking spaces. (b.) Please review and revise all titles/labels to eliminate the references to a subdivision plan.*
10. [SLDO:304.02] – Emergency Management Council review and approval is required. If applicable, building sprinkler systems are required to have five (5”) inch Stortz connections with 22-degree elbows. Also, buildings must be equipped with Knox Box. *The EMC had communicated to the applicant that a minimum of twenty-four (24) feet is required between buildings to accommodate their equipment. In addition, the EMC has requested that the applicant provide turning templates demonstrating adequate access is provided for firefighting equipment.*
11. [SLDO:304.06] – All final plans as recorded shall be submitted in electronic format compatible with AutoCADD 2000®.
12. [SLDO:402.02.6 & 403.02] – Provide the tax map and lot numbers assigned to the parcels to be re-subdivided. *This comment no longer applies since the Subdivision Plan is now a separate submission.*

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13. [SLDO:402.02.8 & 403.02] – The graphic scale provided on Sheets 3, 4, 5, 6 and 7 appear to be incorrect. Please review and revise as appropriate. *It appears that the scale on Sheet 3 is still incorrect.*
14. [SLDO:402.02.9 & 403.02] – Provide the total acreage for each of the existing parcels to be affected by the proposed subdivision. *This comment no longer applies since the Subdivision Plan is now a separate submission.*
15. [SLDO:402.04.4 & 403.04] – Building elevation drawings shall be provided.
16. [SLDO:402.04.5 & 403.04] – Provide all of the information as required by this Section of the Ordinance (e.g., proposed density, lot coverage, building coverage).
17. [SLDO:402.04.6 & 403.04.3] – Easements, which do not follow property lines, shall be located by a centerline metes and bounds description.
18. [SLDO:402.04.7 & 403.04] – Provide the building setback lines on the Subdivision Plan, Sheet 4 of 9. *This comment no longer applies since the Subdivision Plan is now a separate submission.*
19. [SLDO:402.05.2 & 403.06.3] – A Sewer Facilities Plan Revision (planning module or exemption) is required for adoption by Silver Spring Township and approval by the Department of Environmental Protection. *Please provide a copy of the PA DEP approval and provide a reference to the approval documentation in the General Notes.*
20. [SLDO:402.05.6 & 403.05] – In accordance with the Hogestown Road (S.R. 0114) – Woods Drive (T-585) Intersection Improvement Agreement dated November 19, 2003, and Condition Number 11 of CU2005-15, the applicant shall verify if signal warrants have been met at the intersection due to the safety concerns at this intersection. If signal warrants are met, the applicant shall proceed with the improvements. *Response indicates applicant will review if traffic signal warrants are met with this proposed development.*

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21. [SLDO:402.07 & 403.07] – All applicable fees shall be paid prior to final plan approval.
22. [SLDO:403.04.1] – Provide complete description of the centerline and right-of-way line for all existing streets in accordance with the requirements of this Section.
23. [SLDO:403.04.5] – Include information to tie two opposing proposed points, such as building corners, to existing physical features on the site. Each proposed point shall be tied to at least two existing physical features.
24. [SLDO:403.06] – All original seals, signatures, and notarizations shall be provided on each copy of the final plan prior to being recorded.
25. [SLDO:403.06.8] – An Improvement Guarantee in accordance with Article V is required prior to plan recording.
26. [SLDO:403.06.11] – An executed Memorandum of Understanding is required prior to plan recording.
27. [SLDO:602.07] – All street addresses are subject to approval by the U.S. Postal Service.
28. [SLDO:602.10] – Vehicular parking shall be prohibited along the north side of Ellington Road and along the east side of Summer Lane in order to maintain the minimum travel lane widths to accommodate two-way traffic. Please provide a plan note acknowledging the prohibition and indicate proposed sign locations and sign detail. *Response indicates that the applicant will provide means to prohibit parking along the north side of Ellington Road and west side of Summer Lane.*
29. [SLDO:603.10] – Provide all curb radii to demonstrate in accordance with the requirements of this Section.

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30. [SLDO:603.12] – Provide a lighting plan in accordance with the latest edition of the Illuminating Engineering Society of North America (IESNA) guidelines. In addition, add a note that states, in effect, that due to vegetation, topography, and other unforeseen circumstances, the site lighting must be reviewed, evaluated, and approved after installation but before the issuance of a Certificate of Occupancy.
31. [SLDO:603.14 & SLDO:611.03] – Interior landscaping shall be provided in parking lots containing twenty-five (25) or more spaces. *Please provide additional information to demonstrate compliance with these Sections.*
32. [SLDO:603.18] – Provide a schedule of the required and proposed off-street loading spaces. Clarify the location and design of off-street loading areas.
33. [SLDO:613.03] – Silver Spring Township Authority approval is required. Provide Authority acknowledgement of sufficient capacity to serve the proposed project. *Response indicates applicant is working with the Authority to obtain acknowledgement of sufficient capacity to serve the project.*
34. [SLDO:614.02] – Provide notification from the appropriate authority or association of the existing ability to provide water service, approval of the design plans and acceptance of Performance Guarantees shall be submitted. *Response indicates PA American Water is reviewing water service and notification will be forwarded to the Township upon receipt.*

STORM WATER MANAGEMENT ORDINANCE OF 2007 (SWMO):

35. [SWMO:303.02] – A Storm Water Management Permit for a Major Land Disturbance is required prior to initiation of earth moving activities.
36. [SWMO:304.01.8] – Provide the Storm Water Management Plan Certification shown in Appendix 3, as well as the seal and signature of the professional responsible for the preparation of the Storm Water Management Report after the last plan revision.

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37. [SWMO:304.04.4 & 304.04.7 & 402.17] – (a.) Provide a description of all erosion and sedimentation control measures, temporary as well as permanent, including the staging of land moving activities. (b.) Provide verification of NPDES, DEP or County Conservation District approval for erosion and sedimentation control. *Response indicates Township will be copied on E&S application.*
38. [SWMO:402.03] – Provide inlet drainage areas and weighted ‘C’ calculations. *Response indicates this information will be provided.*
39. [SWMO 402.09.4] – Please provide calculations showing that the velocity for all facilities carrying storm water will have a minimum of 2-½ ft/sec. *Response indicates this information will be provided.*
40. [SWMO 402.10] – (a.) Inlets shall be along the curb line. It appears several inlets (e.g., CR-4 & CR-6) are located along the centerline of Bryant Street. Please review and revise as appropriate. (b.) Provide flow depths for a ten (10) year storm frequency with a five (5) minute duration in accordance with the requirements of this Section.
41. [SWMO:402.15.3] – Provide a plan note stating in effect that roof drains will be directed to lawn areas away from residences, into areas that will surface drain to conveyance structures.
42. [SWMO:402.19] – Provide easements for all storm water management facilities not fully located within a public right-of-way. (a.) *It appears that an easement line goes through one of the proposed buildings (i.e., Bldg. B).* (b.) *All easements shall include information sufficient to accurately locate the easement within the property boundary.*

GENERAL COMMENTS

43. Based on the number and nature of the comments contained within this letter, we reserve the right to generate additional comments based on subsequent reviews of the Final Subdivision and Land Development Plan.

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44. The current plan shall reference the recorded Final Subdivision Plan and all conditions of approval.
45. The plan should be certified by the surveyor.
46. The areas of Lot OS-11, Lot 204, and the portion of Nook Alley that are being added to Lot 189 should be noted on Sheet 4. *Response indicates that this information has been provided on a separate Subdivision Plan.*
47. The amount of dwelling units proposed by this submission (74) is much greater than the original submission (25) dated July 17, 2008. The plan should address its impact on density calculations (Zoning, Section 207.10) and required mixture of uses (Section 207.7).
48. The term “residential flex”, indicated in the table on Sheet 5, should be defined. Could residential flex buildings be developed as a mix of commercial and residential? *Response indicates applicant will define residential flex with Inventory of Use.*
49. The residential buildings in Lot 130 do not appear to comply with the townhome requirements as noted in Note 1 on Sheet 1. Townhouses must be setback 15 feet from interior access drives. Required distances between buildings should be 50 feet when facing each other and 30 feet between end walls (Section 207.10). *Response indicates that applicant will address this comment with Conditional Use.*
50. Graphic descriptions of the architectural features of the buildings should be submitted for review. (Section 207.9) *Response indicates that applicant will submit under separate cover.*
51. The plan must be reduced to 18” x 24” for recording purposes.

The motion carried.

Residents asked to be notified of plan reviews.

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WATERFORD MED
PARTNER, INC. Z2010-3 –
TEXT AMENDMENT

Mr. Matt Owens and Mr. Chris Markley, of Pinnacle Health, discussed the Waterford Med Partner, Inc. text amendment with the Board of Supervisors.

On a Pierce-McLain/Spade motion, the Board of Supervisors forwarded the text amendment back to the Township Planning Commission and Cumberland County Planning Commission for review and comment and set the Board meeting of June 23, 2010 as the date of the public hearing and to consider adoption.

The motion carried.

PROPOSED 2011
SCHEDULE

a. Budget Preparation
Schedule

Staff provided a revised 2011 budget preparation schedule for the Boards review and per the Boards request will forward a copy to the Strategic Planning Committee.

b. Solicitation of Services

Staff provided a solicitation of services schedule for the Boards review and will prepare RFP's for legal and engineering services for 2011.

PROCUREMENT POLICY
PROGRAM

On a Pierce-McLain/Lenker motion, the Board of Supervisors approved the Procurement Policy Program as amended.

The motion carried.

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LIAISON/PRIORITY REPORTS

Supervisor Pierce-McLain reported that the Capital Council of Government discussed items that the delegates would like to have investigated, such as: voting for the house and senate, volunteer recruiting incentives, tracking crime from one community to another, and identification cards for the Thanks Program. She also distributed a chart for the distribution of costs for the Humane Society's services. Supervisor Pierce-McLain reported that the Zoning Hearing Board approved all three variance requests. The Emergency Management Council will be reviewing snow emergency policies and will provide a draft of the Township's snow emergency policy for the Board's review in the near future.

Supervisor Lenker reported that the Authority is discussing the rate structure and the possibility of a change to the sewer bill rates. The Authority Engineer is compiling data for a grant application to reduce costs of several pump stations. Since no representative from Middlesex Township was present to discuss the proposed uniform policy for the Appalachian Trail Overlay Project, the Conservation and Preservation Committee meeting was deferred.

Supervisor Spade reported that the Strategic Planning Committee will be reviewing existing township plans, i.e. IT Strategic Plan, the Comprehensive Plan, the Parks and Recreation Plan and the Township Capital Plan to identify where the Strategic Planning Committee may address any gaps. Recreation Advisory Council (RAC) took a tour of the parks and discussed the upcoming 5K Run. The Silver Spring Youth Baseball Association payment plan was discussed and the council will be establishing sub committees to address specific issues. The Planning Commission forwarded the Lee Souder, Lot 122B Millfording Highlands and Crossroads at Walden subdivision plans to the Board with recommendation for approval. The Silver Spring Family Health Center land development plan was forwarded to the Board with no recommendation. The Planning Commission members are also commencing with a review of the Comprehensive Plan.

Vice-Chair Griffie read Chairman DiFilippo's report on the VETS Committee. Members are soliciting sponsors and participants for the 5K Run at Stony Ridge Park and the Golf Tournament on June 23 at Silver Spring Golf Course.

Vice-Chair Griffie reported that the Business Advisory Council's golf tournament will be held on July 24th. The New Kingstown Vision

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Steering Committee will be holding a town meeting on Sunday at the Trinity Methodist Church at 2:00 pm.

MANAGER'S REPORT

Two signs have been installed in Bella Vista for "No Left Turn" but the third intersection sign cannot be located closer to the entrance based on PennDOT's regulations.

Timing for signals at Hempt and the Carlisle Pike cannot be altered without impacting the synchronization of signals on the Pike.

A site visit was conducted in the Evergreen development to observe citizen complaints of drainage and the erosion of the walking path.

A site visit was conducted in the Gingerfield/Brook Meadow Development. Staff observed one screen missing from a drainage pipe on the opposite side of a retention pond at the rear of the property and cracks in the curbing at driveway entrances were due to the weight of vehicles traveling over the aprons.

A development company has contacted the Township for advice on the location of a daycare facility on Willow Mill Road.

Staff is participation in a 2-week time/management study to assist the consultant in the job analysis and salary survey study.

A meeting will be scheduled between the developer, the Township, and Mr. Fang to consider alternatives for connecting Village Road with Cedar Road, as soon as the designs are prepared.

A Prebid conference was held with contractors interested in bidding on the completion of public improvements on Texaco and Hempt Road.

OTHER PERTINENT BUSINESS

On a Spade/Pierce-McLain motion, the Board of Supervisors appointed Supervisor Lenker as Planning Commission Liaison.

The motion carried.

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Supervisor Griffie questioned staff if the Township has ever discussed charging for fires, accidents, etc. Supervisor Pierce-McLain replied that this was considered before by the Emergency Management Council for accidents occurring on I-81 and that Senator Vance had presented a bill to support such reimbursement. Staff reported that a bill for expenses of damage for an accident at the Pike and Hempt Road had been billed and received.

Mr. Wayne Stevenson questioned staff if the contractor for improvements at Texaco Road and Route 114 intersection would be charged for not completing the project on time. Mr. Dawood replied that there is a penalty in the developer's agreement.

Supervisor Lenker questioned Mr. Dawood regarding the South Road drainage status. Mr. Bony Dawood replied that staff had previously visited the site and that an additional site visit was conducted after a rain event; however he will meet with the property owner to describe the findings. Supervisor Lenker requested that property owners are made aware of the Township's inspections and findings.

Supervisor Lenker also questioned if the Highway Department has enrolled in any safety training programs to date. Staff reported that they had received a list of training sessions offered by PSATS.

ADJOURNMENT

There being no further business or comments to come before the Board, the meeting was adjourned at 8:31 pm on a Pierce-McLain/Lenker motion.

The motion carried.

Recorder: _____
Kathy K. Kramer

APPROVED: _____
Chairman

Secretary