MAIDENCREEK TOWNSHIP BOARD OF SUPERVISORS

September 13, 2018

ENGINEER'S AGENDA

(1)

Subdivision Review Status Checklist

- **Next Supervisors Meeting October 11, 2018**
- **Berkshire Building Service expires 9/14/18; Time extension required if no action on plan taken.**
- **GSP Properties expires 9/13/18; Time extension required if no action on plan taken.**

Subdivision / Zoning / LDP

- Plans currently in review.
  - **GSP Properties Final LDP – See SDE ltr. dated 6/5/18; Planning Commission action ltr. dated 7/12/18 mtg.** (2)(3)
  - **Berkshire Building Services Final LDP – See SDE ltr. dated 9/1/18; Planning Commission action ltr. Dated 9/6/18.** (4)(5)

- Melrose Place
  - Paving completed, sidewalks & street trees installed.
  - **Punchlist for entire development compiled; Contractor working to complete Punchlist items.**
  - **Street descriptions for dedication under review.**

Projects

- Stormwater Projects
  - Ina/Rt. 73 – Lindbergh/Adele – on hold.

- West Shore Drive
  - Meet with inspector for state regarding Bridge Inspection. Report.
    - Repairs are somewhat extensive; Twp. Involvement is possible
    - Three (3) 60" dia. Pipes required as alternative to existing opening. Not desirable due to maintenance.
    - Twp. to make repairs as schedule permits.

- 2018 Road Projects
  - Contract "A" road paving contract Awarded to H&K Group in the amount of $199,825.14 (Includes both parking lot areas on Quarry Rd.)
  - Contract "B" cold-in-place recycling Evansville Rd. contract awarded to H&K Group in the amount of $103,990.86.
  - Notice to Proceed issued 7/2/18 with start date of 7/25/18.
  - **Time extension Change Order No. 1 sent to H&K for execution** (6)
  - **Contract "B" cold-in-place recycling Evansville Rd. started 9/4/18.**

- Schaeffer Road Bridge
  - **Continue to attended construction mtg.**
    - **Contractor/Engineer/PennDOT working thru issues with pile driving.**
    - **Time extension being coordinated.**

- Main St./Grove Rd. Intersection
  - Surveying for clear sight distances.

- **Sinkholes**
  - **Meadow Brook – Millennium Drive**
  - **Meadowbrook – Prescott Rd.**
  - **Both sinkhole stormwater pipe videoed; no issues evident**
  - **Township road crew to begin excavation & repair.**

Subdivision Improvement LOC / Escrow Release (7)

Sewage Enforcement Officer Activity Report (8)

SUBDIVISION STATUS MAIDENCREEK TOWNSHIP, BERKS COUNTY 9/13/2018								
	CURRENT PLANS:							
No.	**Project Name**	**Plan Stage**	**90-Day Review Period Begins**	**90-Day Review Period Ends**	**Extension (may reflect more than one extension)**	**Approved BY BOS**	**Comments**	**Most Recent Review Letter Date**
1	GSP Properties - Business Park	Prel. LDP	12/06/17	03/06/18	06/05/18	04/12/18	See SDE ltr. 3/6/18 and MTPC ltr. Dated 4/5/18	3/6/2018
2	Berkshire Building Services	Prel. LDP	12/06/17	03/06/18		02/08/18	See SDE ltr. 1/3/18 & 2/8/18 P.C. Action ltr. 1/4/18	2/8/2018
3	Berkshire Building Services	Final LDP	03/07/18	06/05/18	**09/14/18**		See SDE ltr. Dated 9/1/18	9/1/2018
4	GSP Properties - Business Park	Final LDP	05/02/18	07/31/18	**09/13/18**		See SDE ltr. Dated 7/6/18	7/6/2018
5								
6								
	APPROVED / PENDING PLANS:							
1								
2								

MAIDENCREEK TWP. PLANNING COMMISSION
P.O. BOX 319, BLANDON, PA 19510

July 12, 2018

Maidencreek Township Board of Supervisors
PO Box 319
Blandon, PA 19510

Dear Board,

At their July 11, 2018 meeting, the Maidencreek Township Planning Commission recommended by formal motion that the Board of Supervisors grant final plan approval to the Business Park at Maidencreek Land Development Plan conditional upon compliance with the comments in the July 6, 2018 and June 22, 2018 Systems Design Engineering, Inc. review letters which are incorporated by reference.

If you have any questions, please call me at (610) 926-4920.

Sincerely,

Diane Hollenbach

Diane Hollenbach
Manager
Maidencreek Township

cc: Stackhouse Bensinger

July 6, 2018

Maidencreek Township Planning Commission
PO Box 319
Blandon PA 19510

Re: Business Park at Maidencreek Land Development Plan
Final Plan Review #3
Maidencreek Township
Berks County

Dear Planning Commission Members:

We are in receipt of a Final Plan entitled Business Park at Maidencreek prepared by Stackhouse Bensinger Inc. (SBI) of Sinking Spring PA. The owner of the tract is GSP Properties-North Bethlehem, LLC of Allentown PA.

The site consists of 9.4 acres and is located in the "CR-Commercial Residential District". The site is located along the south west side of Rt. 222, has 260 feet of frontage and is approximately 925 feet deep being rectangular in shape. A single access private drive/parking lot is being proposed through the center of the tract terminating in a cul-de-sac. There are 22 – 1,479 square foot office buildings being proposed in 11 duplexes with perpendicular parking provided fronting the units.

The SBI plan submittal consists of 21 sheets as follows:

TITLE	PLAN NUMBER	DATE	REV.
Cover Sheet	C-1.1	11-27-17	6-27-18
Ex. Cond. Site Analysis	C-2.1	11-27-17	6-27-18
Demolition	C-3.1	11-27-17	6-27-18
Land Development	C-4.1	11-27-17	6-27-18
Grading and Utility	C-5.1	11-27-17	6-27-18
Landscaping	C-6.1	11-27-17	6-27-18
Lighting	C-6.2	11-27-17	6-27-18
Driveway, Storm, Sanitary Profiles	C-7.1	11-27-17	6-27-18
Storm Profiles	C-7.2	11-27-17	6-27-18
Site Construction Details	C-8.1	11-27-17	6-27-18
Site Construction Details	C-8.2	11-27-17	6-27-18
Site Construction Details	C-8.3	11-27-17	6-27-18
Site Construction Details	C-8.4	11-27-17	6-27-18
Pre-Construction Cond. Plan	C-PCC	11-27-17	6-12-18
PCSM and O&M Plan	C-PCSM1	11-27-17	6-12-18
PCSM and O&M Plan Details	C-PCSM2	11-27-17	6-12-18

PCSM and O&M Plan Details	C-PCSM3	11-27-17	6-12-18
PCSM and O&M Plan Details	C-PCSM4	11-27-17	6-12-18
Erosion & Sediment Control Plan	C-ESC1	3-09-18	6-12-18
E&SC Plan Details	C-ESC2	3-09-18	6-12-18
E&SC Plan Notes	C-ESC3	3-09-18	6-12-18

We have reviewed the above referenced plan and have the following comments for your consideration:

Zoning: No Comments

SALDO:

1. **Erosion and Sediment Control. Section 190-41.** An erosion and sediment control plan will need to be approved by the Berks County Conservation District prior to Final Plan approval.

2. **Improvement Specifications. Section 190-25.D(6)(b), Section 190-27 and Section 190-31.** An Improvements agreement will be required prior to final plan approval by the Township. Construction cost estimates are to be revised per the stormwater management redesign and submitted for review. **We are in receipt of the revised cost estimate and they are presently under review.**

3. **Sanitary Sewer. Section 190-38.** Maidencreek Township Authority approval for the proposed sewerage system will be required prior to Final plan approval by the Township. **The Authority granted conditional approval based on the SDE review letter dated June 22, 2018 (attached).**

4. **Water. Section 190-40.** Maidencreek Township Authority approval will be required for the proposed water system prior to Final Plan approval by the Township. **See above.**

5. **Erosion and Sediment Control/NPDES Permit, Section 182-11.** Evidence of approval of the E&S and NPDES permit applications by Berks County Conservation District shall be provided to the Township, prior to plan approval. A copy of the plan should be provided to the Township

6. **BMP Operations and Maintenance, Section 182-32.** An O&M agreement is required to be executed prior to plan approval. A sample agreement based on the stormwater ordinance model has been submitted. Additional language will be necessary due to the proposed stormwater system now relying on off-site conveyance facilities to function. **The Township solicitor is in receipt of a revised O&M Agreement to review.**

7. **Stormwater Easements, Section 182-33.** Easement documentation for the new off-site storm sewer conveyance must be provided. Easement and or O&M documentation must indicate what entity(ies) are responsible for maintenance of the off-site facilities. **The applicant has submitted a signed Easement Agreement from Georgetown Village Home Owners Association. The O&M Agreement is under review by the Township's solicitor.**

Additional Comments:

No additional comments.

Sincerely,
SYSTEMS DESIGN ENGINEERING, INC.

Ed Kopicki

Ed Kopicki
Township Planning Consultant

Cc: Maidencreek Township Supervisors
Diane Hollenbach, Twp. Manager
Eugene Orlando Jr., Twp Solicitor.
GSP Properties-North Bethlehem LLC
Stackhouse Bensinger Inc.
File 17-0024-0708

MAIDENCREEK TWP. PLANNING COMMISSION
P.O. BOX 319, BLANDON, PA 19510

September 6, 2018

Maidencreek Township Board of Supervisors
PO Box 319
Blandon, PA 19510

At their September 5, 2018 meeting, the Maidencreek Township Planning Commission recommended by formal motion that the Board of Supervisors grant conditional final plan approval to the Berkshire Building Services Land Development Plan conditioned upon satisfaction of the September 1, 2018 Systems Design Engineering, Inc. review letter, which is incorporated by reference.

If you have any questions, please call me at (610) 926-4920.

Sincerely,

Diane Hollenbach

Diane Hollenbach
Manager
Maidencreek Township

cc: Berks Surveying and Engineering Inc.

September 1, 2018

Maidencreek Township Planning Commission
PO Box 319
Blandon PA 19510

Re: Berkshire Building Services Development Plan
Final Plan – 2nd Review
Maidencreek Township
Berks County

Dear Planning Commission Members:

We are in receipt of a Final Plan entitled Berkshire Building Services (BBS) Overall Site Plan prepared by Berks Surveying & Engineering, Inc. The present owner of the tract is Jeffrey and Carol Baum of Fleetwood and the equitable owner is Berkshire Property Management Company, LLC of reading.

The site consists of 5.29 acres and is located in the "I Industrial District". The site fronts the Norfolk Southern Rail Road tracks to the north, the Norfolk Southern abandoned rail road property to the south and is accessed from West Wessner Road to the west. The Final Plan reflects a proposed warehouse with an office, a macadam driveway entrance and stone driveway/parking lot area. The site is presently wooded however many trees have been removed from the site to date.

The plan submittal consists of 8 sheets as follows:

TITLE	SHEET NUMBER	DATE	REV.
BBS Overall Site Plan	LD 101	11-22-17	07-18-18
BBS Layout Plan	LD 102	11-22-17	07-18-18
BBS Grading/Utility Plan	LD 103	11-22-17	07-18-18
BBS Existing Site Plan	LD 104	11-22-17	07-18-18
BBS Detail Sheet	LD 105	11-22-17	07-18-18
BBS Profile/Detail Sheet	LD 106	11-22-17	07-18-18
BBS Sewer/Water Detail Sheet	LD 107	12-20-17	07-18-18
BBS Lighting Plan	PH 101	02-09-18	--

Included with the Final Plan were the following Post-Construction Stormwater Management (PCSM) Plan sheets:

TITLE	SHEET NUMBER	DATE	REV.

Overall Site Plan	PS 101	12-21-17	07-18-18
PCSM Plan	PS 102	12-21-17	07-18-18
Existing Site Plan	PS 103	12-21-17	07-18-18
PCSM Details	PS 104	12-21-17	07-18-18

Also included with the Final Plan were the following Erosion and Sediment Pollution Control (E&SPC) Plan sheets:

TITLE	SHEET NUMBER	DATE	REV.
Overall Site Plan	ES 101	12-21-17	07-18-18
E&SPC Plan	ES 102	12-21-17	07-18-18
Existing Site Plan	ES 103	12-21-17	07-18-18
E&S Details	ES 104	12-21-17	07-18-18
Profile/Detail Sheet	ES 105	12-21-17	07-18-18

The following miscellaneous documents by Berks Surveying & Engineering, Inc. were included:

- Plan Response Letter, dated 8-16-18
- Authority Response Letter, dated 8-16-18
- Improvements Cost Estimate, dated 8-16-18
- Stormwater Report, dated 7-18-18

We have reviewed the above referenced documents and have the following comments for your consideration:

Zoning: **No Comments.**

SALDO:

1. **Erosion and Sediment Control. Section 190-41.** An erosion and sediment control plan will need to be approved by the Berks County Conservation District prior to Final Plan approval.

2. **Improvement Specifications. Section 190-31.** An Improvements agreement will be required prior to final plan endorsement by the Planning Commission and the Township Supervisors. Construction costs estimates have been submitted and are under review by our office

3. **Financial Security. Improvements Guarantee. Section 190-27.B.4.** The Final Plan shall not be signed until the improvements guarantee has been executed. Construction cost estimates have been submitted and are presently under review by our office.

4. **Maintenance Guarantee. Section 190-27.E.(1).** When Maintenance of stormwater retention facilities is to be the responsibility of the individual lot owner, the Board shall require that the maintenance responsibilities be set forth in perpetual covenants or deed restrictions binding on the land owners' successors in interest, and may further require that an initial maintenance fund be established in a reasonable manner.

5. **MTA approvals**: Our office has reviewed the proposed sewer connection and water (service from a proposed on site well). All proposed connections appear favorable however Final approval will be required by the Maidencreek Township Authority prior to Final Plan approval by the Township Supervisors.

Stormwater:

1. **General Requirements. Section 182-9.G.** DEP has been involved in regulation of the 60-inch pipe culvert and associated watercourse. Evidence of approval and/or authorization of the work by DEP shall be provided to the Township.

2. **Erosion and Sediment Control Permitting. Section 182-11.** Evidence of approval of the E&S and NPDES/Construction permit shall be provided to the Township prior to earth disturbance activities.

3. **Operations and Maintenance Agreement. Section 182-32.** The property owner shall sign an O&M agreement with the Township addressing the terms cited in this section, prior to final plan approval. There is a sample agreement in the Stormwater Ordinance.

4. **Stormwater Management Easements. Section 182-33.B.** Stormwater easement(s) shall be provided as specified in this section. Note 30 has been added to LD101, providing a "blanket" easement for access and inspection. The Township Solicitor should review this proposal for adequacy.

Sincerely,
SYSTEMS DESIGN ENGINEERING, INC.

Ed Kopicki

Ed Kopicki
Township Planning Consultant

Cc: Maidencreek Township Supervisors
Diane Hollenbach, Twp. Manager
Eugene Orlando Jr., Twp Solicitor.
Berks Surveying & Engineering
Berkshire Property Management Company, LLC
File 17-0024-0707

Landis C. Deck & Sons Site Contractors
316 New Schaefferstown Road
Bernville, Pa. 19506

Date: August 13th, 2018

Subject: Time Extension Request

To: Diane Hollenbach – Maidencreek Township

From: Len Hatter

We are writing this letter to notify you that we are respectfully requesting an extension of time to complete your project. Throughout this year we have repeatedly lost time due to the extremely wet weather that has occurred. This weather pattern is still persisting at this time and is expected to continue in the future.

At this time we are requesting that the time be extended to the end of the official paving season per Penn Dot. Please be advised that every attempt will be made to complete your project in the timeliest manner possible as is permitted.

We appreciate your cooperation with regards to this matter and respectfully request your reply to this request.

If you have any questions, please feel free to contact me at 610-222-3615.

Thank you.

Len Hatter

Len Hatter

CC: Neil Mease – General Superintendent
Gary Deck – Regional Superintendent
File

Transmittal Letter

SDE SYSTEMS DESIGN ENGINEERING, INC
Engineers • Surveyors • Planners • Construction Managers
1032 James Drive • Leesport, PA • 19533
Tel (610) 916-8500 • Fax (610) 916-8501 • sde@sdei.net

To:	Landis C. Deck & Sons 316 New Schaefferstown Road Bernville, PA 19506 Attn: Len Hatter

Date:	8-30-2018	File No.	18-0019-0115
Re:	Maidencreek Township 2018 Paving Project Contracts A and B Change Order #1		

WE ARE SENDING YOU: ☒ Attached ☐ Via Separate Mail

☐ Copy of Letter ☐ Prints/Plans ☐ Specifications
☐ Change Order ☐ As Noted ☐ Other _____

Copies	Date	No.	Description
6	8-30-2018		Change Order #1 – Contact A and Contract B

THESE ARE TRANSMITTED:

☐ For Approval ☐ As Requested ☐ Returned for Correction ☐ Other _____

☒ For Your Use ☐ Review/Comment ☐ For Your Information

Remarks

Len:

Please sign all of the change order forms and all of them to me.

Thank you.

cc: Project File
Maidencreek Twp ATTN: Diane Hollenbach (email)

Signed Craig Monroe

Please notify us immediately if enclosures are not as noted.

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 1

Date of Issuance:	August 30, 2018	Effective Date:	August 24, 2018
Owner:	Maidencreek Township	Owner's Contract No.:	Contracts A and B
Contractor:	H&K Group, Inc.	Contractor's Project No.:	
Engineer:	Systems Design Engineering, Inc.	Engineer's Project No.:	18-0019-0115
Project:	2018 Paving Project	Contract Name:	

The Contract is modified as follows upon execution of this Change Order:

Description: Extension of contract time. **H&K Group, Inc. will not charge the Owner for any asphalt price escalation past August 24, 2018.**

Attachments: None

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES *[note changes in Milestones if applicable]*
Original Contract Price: $	Original Contract Times: Substantial Completion: August 24, 2018 Ready for Final Payment: September 23, 2018 days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: $	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: N/A Substantial Completion: Ready for Final Payment: days
Contract Price prior to this Change Order: $	Contract Times prior to this Change Order: Substantial Completion: August 24, 2018 Ready for Final Payment: September 23, 2018 days or dates
[Increase] [Decrease] of this Change Order: $	[Increase] ~~[Decrease]~~ of this Change Order: Substantial Completion: 52 days Ready for Final Payment: 38 days days or dates
Contract Price incorporating this Change Order: $	Contract Times with all approved Change Orders: Substantial Completion: October 15, 2018 Ready for Final Payment: October 31, 2018 days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: Craig Monroe	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Township Engineer	Title Township Manager	Title
Date: 8/30/18	Date	Date

Approved by Funding Agency (if applicable)

By: Date:

Title:

SUMMARY
IMPROVEMENT AGREEMENTS INVOICES
APPROVED FOR PAYMENT
MAIDENCREEK TOWNSHIP BOARD OF SUPERVISORS
SEPTEMBER 13, 2018

	DATE OF INVOICE/PAYEE	INVOICE NO.	AMOUNT
1.	**Melrose Place**		
	8/31/18 Maidencreek Twp. – Re: SDE, Inc.	93157	$2,329.98
		AMOUNT DUE	$2,329.98
2.	**Mid Atlantic Energy Concepts**		
	8/31/18 Maidencreek Twp. – Re: SDE, Inc.	93158	$118.36
		AMOUNT DUE	$118.36
3.	**Schwab Inspection**		
	8/31/18 Maidencreek Twp. – Re: SDE, Inc.	93159	$118.36
		AMOUNT DUE	$118.36
		TOTAL AMOUNT DUE	**$2,566.70**

MAIDENCREEK TOWNSHIP
SEO ACTIVITY REPORT
August 2018

SDE #	App. #	Applicant/Activity	Fee Paid to Date By Applicant	Billed/Paid	Chk #
18-0019-0300		8/3/18 - Telcon w/consultant re: soil testing at 109 Bewley Ln. Schedule a test date for August 21st but consultant later called to cancel. 8/14/18 - Telcon w/Barbara Mable (buyer) re: 117 Bewley Dr. She is interested in buying a house and putting on an addition but needs to know if she can because of the septic system. Send a septic system change of structure application for her to complete and return before SEO can make a determination if her proposal can be accomplished without modification of the current septic system. 8/20/18 - Telcon w/Josh Christman re: 113 Troxel Rd. Replacement system testing scheduled for September 17th. Application and fees are due by the date of testing. 8/29/18 - Telcon and email with the buyer's real estate agent re: 117 Bewley; they are confused about the difference in sewage flows when adding a bedroom versus adding an inlaw suite and continuing to use the current septic system. An additional bedroom adds 100 gallons per day (gpd), an inlaw suite must account for an additional 400 gpd.			

8
9/1

Cc: T. Unger 2 copies

MAIDENCREEK TOWNSHIP
SEO ACTIVITY REPORT
August 2018

SDE #	App. #	Applicant/Activity	Fee Paid to Date By Applicant	Billed/Paid	Chk #
18-0019-0300		**8/3/18 - Telcon w/consultant re: soil testing at 109 Bewley Ln. Schedule a test date for August 21st but consultant later called to cancel.** **8/14/18 - Telcon w/Barbara Mable (buyer) re: 117 Bewley Dr. She is interested in buying a house and putting on an addition but needs to know if she can because of the septic system. Send a septic system change of structure application for her to complete and return before SEO can make a determination if her proposal can be accomplished without modification of the current septic system.** **8/20/18 - Telcon w/Josh Christman re: 113 Troxel Rd. Replacement system testing scheduled for September 17th. Application and fees are due by the date of testing.** **8/29/18 - Telcon and email with the buyer's real estate agent re: 117 Bewley; they are confused about the difference in sewage flows when adding a bedroom versus adding an inlaw suite and continuing to use the current septic system. An additional bedroom adds 100 gallons per day (gpd), an inlaw suite must account for an additional 400 gpd.**			

8/2/18

Cc: T. Unger 2 copies
SEO Desk