



January 10, 2024

Jon Altshul, Township Manager  
Westtown Township  
1039 Wilmington Pike  
West Chester, PA 19382

RE: Westtown School Athletic Field – Oak Lane Project  
Land Development Review – 4<sup>th</sup> Review  
Westtown Township  
0236-23-0213

Dear Mr. Altshul,

As requested, Cedarville Engineering Group, LLC (CEG) has completed a Land Development Review for Westtown School Athletic Field – Oak Lane Project. The site (Parcel ID number 67-2-27) comprises roughly 195 acres and is located on the south side of Oak Lane, in the Agricultural/Cluster Residential (A/C) Zoning District of Westtown Township. The project includes: the construction of two (2) athletic fields, associated parking, relocation of the existing softball field, a support building, and stormwater management facilities.

The following information was received by our office on January 4, 2024:

- A. Full size Plan titled “Preliminary/Final Land Development Plan for Westtown School – Oak Lane Project” consisting of 49 Sheets (1-23, 24A, 24-29, 29A, and 30-48 of 48), prepared by ELA Group, Inc., dated January 27, 2023, and last revised December 15, 2023.
- B. Response Letter to CEG review prepared by ELA Group, Inc., dated December 15, 2023.
- C. Response Letter to AFC review prepared by ELA Group, Inc., dated December 15, 2023.
- D. Letter of Transmittal dated December 19, 2023.

The following information was received by our office on January 9, 2024:

- A. Engineer’s Opinion of Probable Cost for Public Improvements prepared by ELA Group, Inc., dated October 27, 2023 and last revised December 15, 2023.



**Cedarville Engineering Group, LLC**

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The plan was granted Conditional Use approval on June 19, 2023 with the following conditions. Conditions have been satisfactorily addressed, subject to addressing the bold, underlined conditions referenced below prior to plan recording:

- 1) The Applicant shall consider during land development the installation of emergency backup lighting to illuminate segments of the pathway leading from the parking lot to the athletic field where the pole lights will be installed.
- 2) Lighting for all parking lots associated with the use of the athletic fields shall comply with all applicable Township Ordinances and regulations.
- 3) All conditions of the conditional use approval imposed by the Board shall be clearly set forth on the Land Development Plans and recorded as conditions of final Land Development Approval.
- 4) The Applicant shall provide truck turning templates to the Township demonstrating that emergency vehicles may safely access the parking lot located closest to the athletic fields.
- 5) The Applicant shall provide the specifications for the scoreboard which must meet all relevant Township Ordinance requirements.
- 6) The Applicant shall analyze the intersection of Oak Lane and Westtown Road and coordinate improvements with the Township and its consultants to the extent necessary to address visibility and ensure appropriate sight distance.
- 7) If required by PennDOT or Township criteria, the Applicant shall obtain a permit for the existing flashing signal that was installed on Oak Lane.
- 8) The Applicant shall provide specifications for the public announcement system and such system must comply with all relevant Township Ordinance criteria.
- 9) If the Applicant or its agent(s) obtains conditional use approval for the installation of solar panels on its property, it shall provide consistent landscaping buffers on the Land Development Plan associated with the athletic field's improvements as well as the Plans for solar panel installation.
- 10) The Applicant and the use and development of the Property shall comply with the representations and commitments made in the testimony and exhibits presented at the hearing to the Board.
- 11) The Applicant and the use and development of the Property shall comply in all respects with all ordinances and regulations of Westtown Township and with all applicable provisions of any statute, ordinance, or regulation of any municipal or governmental entity having jurisdiction over the Property or the uses thereon.
- 12) The athletic field light system may only be energized in conjunction with an event directly related to and under the control of the educational or sports program of Westtown School. No private organizations or other public entities may use the athletic field lights for lighted events of any reason.



The following waivers from the Subdivision and Land Development Ordinance were granted by the Board of Supervisors at their November 20, 2023 meeting.

- I. Section 144-311.B.(3) and Section 149-803.B.(3).(c) – to allow for HDPE drain basins in select locations instead of precast concrete.
- II. Section 144-311.B.(4) and Section 149-803.B.(3).(d) – to allow for 0” drop between invert in elevations to structures and the subsequent invert out elevations.
- III. Section 144-311.B.(8) and Section 149-803.B.(3).(g) – to reduce the minimum storm sewer size to 8 inches.
- IV. Section 144-311.B.(9) and Section 149-803.B.(3).(h) – to reduce the minimum cover for storm sewers in lawn areas from 24” to 12”.
- V. Section 144-311.B.(11) – to reduce the minimum pipe velocity to less than 3 feet per second.
- VI. Section 144-311.C.(3) and Section 149-803.B.(4).(c) – to allow for a 0% basin bottom slope to promote infiltration.
- VII. Section 144-311.C.(5) and Section 149-803.B.(4).(e) – to allow for SLCPP in lieu of concrete pipes for basin outlet barrels and to reduce the minimum anti-seep collar projection based on dimensions calculated following the PA DEP E&S Manual.
- VIII. Section 149-700.A – to allow for submission of a Preliminary/Final Plan instead of a Preliminary then Final Plan.
- IX. Section 149-702.B.(7) and Section 144-402.C.(7) – to not provide a full boundary of the parcel with bearing and distances on the Plan.
- X. Section 149-925.G.(1) – to provide perimeter plantings consistent with what had been negotiated during the Conditional Use Hearing for the Athletic Field.

**The plan issues referenced in CEG’s November 16, 2023 have been satisfactorily addressed. The following shall be incorporated and addressed prior to recording of the plan:**

- **Comments from the Township’s Traffic Engineer shall be adequately addressed.**
- **Confirmation of compliance shall be provided by the Township Zoning Officer**
- **All certification blocks on the plan to be recorded shall be signed by the applicable parties.**
- **Confirmation of compliance regarding sewer and water modifications shall be provided by the Township’s Sewer Engineer shall be provided.**
- **The Board of Supervisors shall confirm acceptance of the proposed use of the field being rented when not lighted being in compliance with the previously approved Conditional Use approval.**
- **The applicant shall provide documentation acceptance of system modification and distribution from DEP, PUC and CCHD as applicable.**
- **A Stormwater Management Operation & Maintenance Agreement shall be executed and recorded concurrently with the Land Development Plan at the Chester County Recorder of Deeds.**

- **Financial security, in the amount of \$2,379,455.67, shall be posted and incorporated into the executed Financial Security Agreement.**

The referenced documents have been reviewed for compliance with Chapter 80 – Erosion, Sediment Control and Grading, Chapter 144 – Stormwater Management, Chapter 149 – Subdivision and Land Development Ordinance, and 170 – Zoning Ordinance.

Chapter 80 – Erosion, Sediment Control and Grading

1. This comment has been satisfactorily addressed.

Chapter 144 – Stormwater Management

Comments 2 through 11 have been satisfactorily addressed.

Comments 12 through 19 – Ordinance relief was granted by the Board of Supervisors at their November 20, 2023 meeting.

Comment 20 has been satisfactorily addressed.

Comments 21 through 22: All applicable plan certifications shall be signed prior to plan recording.

23. A waiver has been granted from this section of the Ordinance.

Comments 24 through 27 have been satisfactorily addressed.

28. *Section 144-402.G – Inspections, operation, and maintenance requirements. The following documents shall be prepared and submitted to the Township for review and approval as part of the SWM site plan, in accordance with the requirements of Article VII, for each BMP and conveyance included in the SWM site plan (including any to be located on any property other than the property being developed by the applicant):*

- (1) *An O&M plan.*
- (2) *An O&M agreement.*
- (3) *Any easement agreements that are needed to ensure access, inspection, maintenance, operation, repair and permanent protection of any permanent BMP(s) and conveyances associated with the regulated activity.*
- (4) *Any written deed, deed amendment or equivalent document (if needed) to be recorded against a subject property, as shown on the SWM site plan maps or plan sheets, or recorded plan sheets for the purpose of protecting and prohibiting disturbance to a BMP or conveyance; and*
- (5) *Written approval, easement agreements, or other documentation for discharges to adjacent or down-gradient properties when required to comply with § 144-301G and Article VII of this chapter.*

*Section 144-701.D – General Requirements for protection, operation, and maintenance of stormwater BMPs and conveyances – For any BMP or man-made conveyance (including*



any to be located on any property other than the property being developed by the applicant) to be owned by a person other than the Township:

- (1) An O&M agreement shall be submitted to the Township for review and approval; and
- (2) The O&M plan shall be attached to, incorporated within, and recorded as a public record along with a fully executed O&M agreement, all of which shall be recorded as a restrictive covenant that runs with the land and shall be binding upon the landowner and any heirs, administrators, successors in interest or assigns of the landowner.

**Current Comment: The referenced agreement shall be executed and recorded concurrently with the land development plan.**

Chapter 149 – Subdivision and Land Development Ordinance

29. Section 149-403.C.C – The applicant shall sign a tri-party agreement with a financial institution and the Township guaranteeing and securing completion of the improvements listed in Subsection A, except as provided for in Subsection E, within one year of the date of the approved plan.
  - (2) The applicant shall deposit with the Township an escrow account in an amount equal to 110% of the cost of the improvements, based on a construction cost estimate prepared by a bona fide contractor and reviewed and approved by the Township Engineer, whose decision shall be final.
  - (3) If the improvements are not completed within the one-year period, the Township shall have the right to withdraw the escrow funds to complete the improvements, or shall require the financial security be increased by an additional 10% for each succeeding year beyond the first posting date of the security or to an amount not exceeding 110% of the cost of completing the required improvements as reestablished.

**Current Comment: See Comment #2 above.**

Comments 30 – 33 have been satisfactorily addressed.

34. Section 149-602.C.(4).(b) – A statement noting water and sewer needs and verification of the availability of both.

**Current Comment: CEG defers comments regarding availability and verification of capacity for sanitary service to the Township’s Sewer Engineer.**

Comments 35 and 36 have been satisfactorily addressed.

Comments 37 and 38: Ordinance relief was granted by the Board of Supervisors at their November 20, 2023 meeting.

Comments 39 through 41 have been satisfactorily addressed.



Comments 42 through 45 Ordinance relief was granted by the Board of Supervisors at their November 20, 2023 meeting.

Comments 46 and 47 have been satisfactorily addressed.

Comments 48 and 49 Ordinance relief was granted by the Board of Supervisors at their November 20, 2023 meeting.

Comments 50 and 51 have been satisfactorily addressed.

52. *Section 149-804.A – Traffic impact study. A traffic impact study shall be required for any subdivision or land development that is expected to generate more than 250 total average weekday trip-ends after build-out. The traffic impact study shall include, but not be limited to, the following: (1) – (11)*

**Current Comment: The applicant’s response notes that the field will be rented but remain unlit at those times in accordance with the conditions of the Conditional Use Approval. This shall be subject to the Westtown Township Board of Supervisors.**

53. *Section 149-304.B – Water study. The water study shall include but not be limited to the following, and where applicable, plans shall be drawn to the same scale and be of the same size as that of the corresponding preliminary plan: (1) – (6)*

*Section 149-917.C – Procedures. All applicants for subdivision or land development shall state in the preliminary plan whether water supply will be community, public, or private on-site. A water study (Article VIII) shall be submitted upon request of the Planning Commission and/or Board.*

*Section 149-918.A – Plan requirements. All proposed water distribution systems shall be designed, connected and installed to meet the specifications and requirements of the DEP, Pennsylvania Utility Commission (PUC), CCHD and all Township ordinances. The complete design of the proposed distribution system and the following information shall be provided as a part of all preliminary and final plans: (1) – (4)*

**Current Comment: The following shall be addressed:**

- **Conformance to applicable Westtown Township requirements is subject to the review and approval of the Township Sewer Engineer.**
- **The Applicant has noted that Documentation shall be provided demonstrating acceptance of the system modifications and distribution from DEP, PUC, and CCHD, as applicable, upon receipt.**

Comments 54 through 64 have been satisfactorily addressed or are no longer applicable.

65. *Section 149-927.D – The applicant shall comply with all requirements of Westtown Township, the Chester County Health Department and the Pennsylvania DEP and shall so certify prior to final plan approval.*





**Current Comment: The following shall be addressed:**

- **The provided Capacity Verification Letter is subject to review by the Westtown Township Sewer Engineer.**
- **Conformance with Westtown Township requirements and regulations is subject to the review and approval of the Township Sewer Engineer.**

Chapter 170 – Zoning

66. *Section 170-402.(1)(a) An earthmoving plan of the property which indicates existing grades with contour lines at two-foot intervals. Proposed grades within the area of any proposed activity, disturbance, or construction also shall be shown. All areas within the Steep Slope Conservation District shall be shaded accordingly.*

**Current Comment: The Applicant has indicated they are awaiting a determination by the Township Zoning Officer regarding the applicable requirements of the Steep Slope District. CEG defers to the Township Zoning Officer regarding this requirement.**

67. *Section 170-402.D(2) Uses permitted in areas of prohibitive slope. The following are the only uses permitted as of right in areas of prohibitive slope. Such uses also shall be in compliance with the base zoning district, and shall not involve the erection of buildings, construction of streets, installation of sewage disposal systems, or permanent removal of topsoil.*

*Parks and outdoor recreational uses, consistent with the goals of watershed protection.*

**Current Comment: The Applicant has indicated they are awaiting a determination by the Township Zoning Officer regarding the applicable requirements of the Steep Slope District. CEG defers to the Township Zoning Officer regarding this requirement.**

68. *Section 170-407.A. No new principal or accessory building or use, parking or commercial or industrial storage area shall be located within a minimum of 75 feet from the top bank of a perennial creek.*

*Section 170-407.B. Where the majority of existing trees and shrubs are removed from areas between a perennial creek and a distance of 75 feet from the top bank of such creek, new trees and shrubs shall be planted and maintained that will have the same or better impact upon controlling erosion and filtering pollutants from runoff.*

**Current Comment: Upon the provision of the referenced area on the Plan, the Township Zoning Officer shall confirm compliance with the above referenced Ordinance section.**

69. *Section 170-1702.A. The following schedule of parking space and layout standards shall apply to all but commercial/retail parking facilities, in accordance with this article:*

**Current Comment: Final confirmation regarding compliance with the above referenced section of the Ordinance is subject to the review and approval of the Township Zoning Officer.**

Comment 70 has been satisfactorily addressed.





Please do not hesitate to contact me with any questions.

Best Regards,  
**Cedarville Engineering Group, LLC**

A handwritten signature in black ink, appearing to read "R. Flinchbaugh".

Robert E. Flinchbaugh, P.E.  
Municipal Team Lead

cc: Mila Carter - [lcarter@westtown.org](mailto:lcarter@westtown.org)  
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