

WINDSOR TOWNSHIP PLANNING COMMISSION
October 17, 2024

1. The meeting of the Windsor Township Planning Commission was called to order at 6:00 P.M. by Chairperson Pilachowski.

Present at the meeting were Jerry Pilachowski, Jim Vergos, Todd Kurl, Brita Runkle, Christopher Kraft, P.E. (C.S. Davidson, Inc.), Adam Anderson, P.E. (Site Design Concepts), Bob Asper, Bethany Spitler (Hedgeford, LLC), Barry Wertz, Jr., Lee Faircloth (Gordon L. Brown & Assoc.), Micah Paules (Site Design Concepts), Andy Barshinger (Site Design Concepts), Deanna Coble, Kipp Allison and Teresa Miller.

2. The Pledge of Allegiance was recited.
3. Public Comment – There were no comments.
4. On a motion from Mr. Vergos and seconded by Mr. Kurl, the minutes of the August 15, 2024 meeting were approved. Motion carried. Four votes yes.
5. Plans to be reviewed:

A. LMES ENTERPRISES, LLC Preliminary/Final Subdivision Plan #1560.1- by Site Design Concepts, along Dietz Rd. (07/12/24)

Adam Anderson explained the purpose of the plan is to subdivide the property into 4 lots, three new building lots and one lot with the existing dwelling. He advised these lots would be connected to public water and sewer.

Mr. Anderson advised he had reviewed the outstanding comments and had no issues with any of them and would make the necessary changes.

Mr. Anderson advised the following waivers were being requested:

- Section 304.2.B & 305.2.B; plan sheet size
- Section 502.2.J; widening of existing roads
- Section 503.1A; construction of curbs
- Section 503.2; construction of sidewalks

On the motion of Mr. Vergos seconded by Mr. Kurl, the waivers of Sections 304.2.B, 305.2.B for plan sheet size and 502.2.J for widening of existing roads were recommended for approval. Motion carried. Four votes yes.

On the motion of Mr. Vergos seconded by Mr. Kurl, the waivers of Sections 503.1.A & 503.2 for the construction of curbs and sidewalks were denied. Recommendation was made to add the standard six-month note to the plan advising sidewalks would be installed following notification from the Township. Motion carried. Four votes yes.

On the motion of Mr. Kurl seconded by Ms. Runkle, the plan was recommended for approval with the following comments:

1. The Owner Certification shall be signed and notarized.
2. The plan shall be signed and sealed by the registered surveyor.
3. The Minimum Safe Stopping Sight Distance calculation shall be provided for each driveway location, using the SSSD equation found in Section 502.J.1. Per the table on plan sheet FSD-3 site distance for Lot #2 currently doesn't meet PennDOT minimum distance requirement.
4. Sewer planning module exemption mailer and reservation is required.
5. Sanitary sewer service connections are required for all proposed lots. Connections shall be completed per Windsor Township Construction and Material Standards.
6. Water intent to service letter shall be provided by the York Water Company.
7. General Notes shall be updated to indicate the existing Lot 96.D sanitary sewer is served by on-lot septic as there is no public sewer connection being utilized by this property.
8. An on-lot tree and lamppost must be identified and provided for each dwelling proposed per the SALDO.
9. Please reference Section 201.7 of the Zoning Ordinance to revise your Agricultural Nuisance Note.
10. The following waivers of the Subdivision and Land Development Ordinance must be requested and granted by the Board of Supervisors prior to plan approval. Approval dates must be provided on the plan.
 - Section 503.1; construction of curbs
 - Section 503.2; construction of sidewalks
 - Section 304.2.B; plan sheet size
 - Section 502.J.6.B; road widening
11. Typically, waiver requests for sidewalks are denied. The Township will defer the installation of walks upon notification. A note must be added to the plan stating that upon notification from the Township the property owner must install walks within six (6) months.
12. Planning Modules must be submitted and approved prior to plan approval. A miscellaneous EDU may be used.
13. Widening/Improvements may be required along Dietz Road by the Windsor Township Public Works Director.
14. Owner information must be provided on the plan. In addition, the owner signature block must correspond with the provided owner information.
15. Revise the owner's signature block and landowner information on the cover sheet.
16. Please add the following Standard Notes:
 - Recreation Fees will be assessed by Windsor Township per the Ordinance upon issuance of individual Building Permits.
 - All lots shall be graded to provide a 20 ft. area from the dwelling unit into the front and back yards that maintain a maximum slope of 10%. All side

yards shall be graded to provide a 5 ft. area from the dwelling unit with a maximum slope of 10%. The minimum slope in all yards shall be 3% positive from the dwelling for the same footage, per Section 505.4.I of the Subdivision and Land Development Ordinance.

- Any lawful nonconforming building or other structure which has been involuntarily damaged or destroyed by fire, explosion, windstorm, or other similar active cause may be reconstructed per Article 5 of the Windsor Township Zoning Ordinance.

17. Windsor Township reserves the right to make any additional comments.
18. Note #6 – currently on septic.
19. Note #8 – Dietz Road is spelled incorrectly.
20. Note #10 – Remove “structures”
21. Note #11 – Remove the sewer only line. Revise lot coverage to provide square footage of the lot and square footage of what 30% of the lot equals.

Motion carried. Four votes yes.

B. 350 MANOR, LLC Final Subdivision Plan #1564.1 – by Site Design Concepts, 2 lots along Manor Rd. (8/1/24)

Andy Barshinger advised the purpose of the plan is to subdivide the property located at 350 Manor Road into two lots to be used for future dwellings. Mr. Barshinger advised the existing buildings on the lot would be removed with the exception of part of the stoned foundation.

Mr. Kraft and Mr. Allison reviewed their outstanding comments. Mr. Barshinger advised the following waivers were being requested:

- Section 304.2.B & 305.2.B; plan sheet size
- Section 502.2.J; widening of existing roads
- Section 503.1.A; construction of curbs
- Section 503.2; construction of sidewalks
- Section 505.E; residential lots fronting on arterial/collector

On the motion of Mr. Vergos seconded by Ms. Runkle, the waivers of Sections 304.2.B, 305.2.B for plan sheet size and 502.2.J for widening of existing roads and Section 505.E related to lots along arterial/collector roads were recommended for approval. The waivers for Section 503.1.A & 503.2. for the construction of curbs and sidewalks were denied. Recommendation was made to add the standard six-month note to the plan advising sidewalks would be installed following notification from the Township. Motion carried. Four votes yes.

On the motion of Mr. Kurl seconded by Ms. Runkle, the plan was recommended for approval with the following comments:

1. Intent to serve letter for water supply shall be provided.
2. Certification of title shall be signed and notarized.
3. The plan shall be signed and sealed by the registered surveyor.
4. An on-lot tree and lamppost must be identified and provided for each dwelling proposed per the SALDO.
5. Street trees are required per Section 317.1.5.B of the Zoning Ordinance. Based on the lineal road frontage, Lot #1 is required to install 6 street trees. Lot #2 is required to install 7 street trees.
6. The following waivers of the Subdivision and Land Development Ordinance must be requested and granted by the Board of Supervisors prior to plan approval. Approval dates must be provided on the plan.
 - Section 503.1; construction of curbs
 - Section 503.2; construction of sidewalks
 - Section 304.2.B; plan sheet size
 - Section 502.2.J; road widening
 - Section 505.E; residential lot fronting arterial/collector
7. Planning Modules must be submitted and approved prior to plan approval. A miscellaneous EDU may be used.
8. Windsor Township reserves the right to make additional comments.

Motion carried. Four votes yes.

C. BETHLEHEM STONEPILE CHURCH Final Subdivision Plan #L-6182 – Gordon L. Brown & Assoc., Inc., along Bethlehem Church Road (8/1/24)

Lee Faircloth advised the purpose of the plan is to realign some properties owned by the Church and the Cemetery Association. He advised the plan would result in 3 lots, 2 that belong to the church and 1 that belongs to the Cemetery Association. Mr. Faircloth advised that no development is proposed at this time.

Mr. Faircloth advised the following waivers were being requested:

- Section 502.2.J; road widening
- Section 503.2.A; construction of sidewalks
- Section 304.2.B & 305.2.B.; plan sheet size
- Section 306.2.A; Hydrogeologic/Water Facilities Study

On the motion of Mr. Vergos seconded by Ms. Runkle, the waivers were recommended for approval. Motion carried. Four votes yes.

On the motion of Mr. Kurl seconded by Mr. Vergos, the plan was recommended for approval with the following comments:

1. The following waivers of the Subdivision and Land Development Ordinance must be requested and granted by the BOS prior to plan approval. Approval dates must be provided on the plan.
 - Section 306.2.A; Hydrogeologic Water Facilities Study
 - Section 502.2.J; widening of existing roads
 - Section 503.2; construction of sidewalks
 - Section 304.2.B: plan sheet size
2. Owner information must be provided on the plan. In addition, the owner signature block must correspond with the provided owner information.
3. Revise the owner's signature block and landowner information on the cover sheet.
4. Upon BOS approval of the plan the surveyor will set owner markers. Once the corner markers are set the surveyor must sign the provided signature block; within eighty (80) days from the plan approval date.
5. Windsor Township reserves the right to make any additional comments.
6. Please add the following Standard Notes:
 - I, _____state that to the best of my knowledge and belief all the property corner monumentation as required by the Windsor Township Subdivision Ordinance, and noted hereon, has been set or otherwise established in the field.
7. A Certification of title shall be signed and notarized.
8. The plan shall be signed and sealed by the registered surveyor.

D. KENSINGTON - Remaining Lands for Hedgeford, LLC Ness Road Preliminary Subdivision Plan #686-9A by Site Design Concepts, 126 Lots along Ness Road (7/2021)

Mr. Anderson advised he was here to discuss the waiver request for sidewalks that was tabled at the August Planning Commission meeting. He advised that changes were made to the plan that would include sidewalks on both sides of the proposed streets as the Commission had requested. He advised they are now proposing a 4' wide sidewalk with a 2' grass strip.

Mr. Anderson advised that the waiver of Section 509.1.A.1 related to stormwater easements is being withdrawn. Mr. Allison advised that the Public Works director did not recommend approval of this waiver.

Mr. Anderson advised that a waiver of Section 502.6.B of the Subdivision and Land Development Ordinance was being requested to allow for a 40' right-of-way with a pedestrian easement along the proposed stub street off of Coppin Court. He advised this waiver would give more yard area to proposed Lots 205 and 206. Chairman Pilachowski asked if this would be wide enough for emergency vehicles. Mr. Kraft advised yes. Mr. Allison advised he didn't see a benefit by making this change. There was a lengthy discussion.

On the motion of Mr. Kurl seconded by Mr. Vergos, the waiver of Section 503.2.C was recommended for approval to allow for 4' sidewalks with a 2' grass strip. Motion carried. Four votes yes.

On the motion of Ms. Runkle seconded by Mr. Vergos, the waiver of Section 502.6.B was denied. Motion carried. Four votes yes.

6. Plans to be tabled:

- A. MEADOW CREEK TOWNHOMES – Preliminary Subdivision & Land Development Plan #378.14 by Site Design Concept, Inc., along Cape Horn Road, Ruppert Road and Kendale Road. (10/1/07)
- B. BROOKFIELD CROSSING – Preliminary Subdivision Plan #2003-16A by Johnston & Assoc., Inc., 71 lots along Smith Road. (2/1/07)
- C. HOWARD/SNOOK PROPERTIES WEST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 292 lots along East Prospect Road, Stonewood Road & Freysville Road (12/1/12)
- D. HOWARD/SNOOK PROPERTIES EAST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 61 lots along Freysville Road (12/1/12)
- E. BROOKFIELD CROSSING (Resubmission) – Preliminary Subdivision and Land Development Plan #2006-16A by Johnston & Assoc., Inc., 98 lots along Smith Road (11/7/17)
- F. WINDSOR PLAZA Preliminary/Final Land Development Plan #2020E89-003 by RGS Associates, Along Cape Horn Rd. (6/17/24)

On the motion of Chairperson Pilachowski seconded by Mr. Kurl, plans 6A, 6B, 6C, 6D & 6E were tabled. Motion Carried. Four votes yes.

7. Planning Commission Comments – Mr. Allison advised that a new land development plan had been received for the property known as the Howard/Snook Properties East and it would be coming to the Planning Commission sometime down the road for review.

There was a brief discussion regarding housing shortages and housing costs as well as the future of the Modern Landfill.

8. The meeting of the Windsor Township Planning Commission adjourned at 7:10 P.M.

Respectfully submitted,



Kipp D. Allison
Secretary