

WINDSOR TOWNSHIP PLANNING COMMISSION

June 18, 2026

1. The meeting of the Windsor Township Planning Commission was called to order at 6:02 P.M. by Chairperson Pilachowski.

Present at the meeting were Jerry Pilachowski, Jim Vergos, Brita Runkle, Todd Kurl, Kim Moyer, Christopher Kraft, P.E. (C.S. Davidson, Inc.), Kipp Allison, Deanna Coble and Teresa Miller. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.
3. Public Comment – There were no comments.
4. On a motion from Mr. Vergos and seconded by Mrs. Runkle, the minutes of the May 21, 2026 meeting were approved. Motion carried. Five votes yes.
5. PROSPECT PLACE PHASE 2 & 3 – Final Subdivision Plan #226002 by R.J. Fisher & Assoc., Inc., along Mountain Road, East Prospect Road & Freysville Road. (5/2026)

Mr. Heisey explained that this plan is the continuation of the Phase 1 plan that the Commission previously approved. This plan is proposing 114 lots and 1 basin and addresses the completion of the cul-de-sac on Country-by-Way.

Mr. Fortino advised that the Phase 1 plan has been signed and will be presented to the Board of Supervisors at their meeting on June 29, 2026 for final approval.

There was a brief discussion regarding the outstanding review comments from Mr. Kraft.

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

1. Landscaping requirements shall be determined at the time of Building Permit issuance.
2. The following information is required by the ordinance to be shown or provided with the plan:
 - a. Existing steep slopes need to be added to the plan and legend.
 - b. A fee in lieu of suitable recreational land is being utilized for this development. The following note shall be added to the plan “Recreation fees will be assessed by Windsor Township per the current ordinance upon issuance of individual Building Permits”.
 - c. A detail of the temporary cul-de-sac shall be included on the plan.
 - d. The certificate of ownership shall be signed and notarized by the owner or the individual who has legal authority by all parties.
 - e. Provide the engineer’s dated signature and seal prior to plan approval.

- f. Provide the surveyor's dated signature and seal prior to plan approval.
 - g. The existing temporary easements at the extensions of McAdoo Drive & Virginia Drive shall be labeled to be removed in Phases 2 and 3.
 - h. Plan details of the sanitary sewer manhole frame and covers shall be updated to those enclosed, which are used by the Windsor Township Public Works Department.
 - i. All sanitary sewer manholes that are to be dedicated to the Township need to be lined with Sprayroq or an approved equal.
- 3. Public security shall be provided for all Phase 2 and 3 improvements.
 - 4. Proof of approval of E&S plan for Phase 2 & 3 by PA DEP shall be provided upon receipt. NPDES Permit No. PAD670130 indicates only approval of E&S plan drawings for Phase 1, and plan General Note No. 18 indicates that a separate E&S plan is to be prepared for each Phase.
 - 5. All intersections with state routes and improvements to state routes shall be subject to the approval of PennDOT prior to final plan approval. A copy of the approved permit, plans, and documentation shall be provided to the Township for its records.
 - 6. Plans shall reference the executed (3/16/2026) Transportation Improvement Agreement and the necessary activities during Phase 3 of construction. Timing of the widening along Mountain Road and the installation of the Country-By-Way cul-de-sac shall be clearly explained on the plan. Phase 1 curb installation shall also be noted at Country-By-Way and Virginia Avenue.
 - 7. General Note No. 24 shall refer to the naming of the approved Stormwater Management Site Plans.
 - 8. The developer shall provide Windsor Township with as-built plans for development infrastructure per Section 402.1.C.2.
 - 9. All lots shall be graded to provide a 20' area from the dwelling unit into the front and rear yards that maintains a maximum slope of 10%. All side yards shall be graded to provide a 5' 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.
 - 10. The date of approval for waivers of the Stormwater Management Ordinance shall be included in the plan.
 - 11. There is a Met-Ed utility pole on sheet 3 of 46 that does not have a complete label; question marks are in place of the numbers. Applicant shall clarify.
 - 12. A new/revised legal description should be prepared for the newly subdivided lots and recorded with the plan so that the County Tax Map is updated.

Motion carried. Five 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 & 6F were tabled. Motion Carried. Five votes yes.

7. Planning Commission Comments – There were none.

8. The meeting of the Windsor Township Planning Commission adjourned at 6:10 P.M.

Respectfully submitted,



Kipp D. Allison
Secretary

CITIZENS PRESENT
June 18, 2026

Ben Heisey
Joe Fortino
Vanda Wright

R.J. Fisher
Triple Crown
Freysville Road