

## WINDSOR TOWNSHIP PLANNING COMMISSION

April 19, 2012

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

Present at the meeting were Jerry Pilachowski, Charlie Wilson, Paul Ilyes, Dean Heffner, J. LaRue Harvey, Kipp Allison, Jennifer Gunnet, Connie Gladfelter, J. Michael Hess (ARRO Engineering), Dave Kegerize (Lake Roeder Hillard & Assoc.), Gerald Kornbau, Bob Argento, Jim Argento, Dave Brinkman, Lee Faircloth (Gordon L. Brown & Assoc.), Mark Hodgkinson, and Rodney Sechrist.

2. The Pledge of Allegiance was recited.
3. Chairman Pilachowski asked if there were any comments from the public. There were none.
4. Mr. Heffner motioned to approve the minutes as written for the March 15, 2012 meeting, with a second by Mr. Harvey. Motion carried. Five votes yes.

5. Plans submitted in April:

- A. WINDSOR MEADOW, LOTS 45 & 46 – Final Minor Subdivision Plan #10L064A, by Lake Roeder Hillard & Assoc. 2 lots along Ava Dr. Dave Kegerize from Lake Roeder Hillard & Assoc. went over the plan. He stated that they want to do a lot line adjustment of 6 inches.

Mr. Kegerize said they are asking for one waiver which is to not show the contour lines.

Mr. Ilyes motioned to grant the waiver to not show the contour lines, with a second by Mr. Heffner. Motion carried. Five votes yes.

Mr. Hess and Mr. Allison went over the outstanding comments.

Mr. Ilyes motioned to approve this plan, with a second by Mr. Harvey with the following comments:

1. The following waivers of the Subdivision and Land Development Ordinance must be requested and granted by the Board of Supervisor prior to plan approval. Approval dates must be provided on the plan.
  - Section 302.3.k provide existing contours at 10 feet intervals.  
Planning Commission recommended approval.
2. Revise signature block to read “owner”.
3. The engineer, surveyor, and owner certification blocks must be completed prior to final plan approval. For the owner certification the present property owner must sign. The equitable owner’s signature will not be acceptable.

Motion carried. Five votes yes.

- B. MARK T. HODGKINSON – Final Subdivision Plan #824-1, by First Capital Eng., 2 lots along Dayton Court. Mark Hodgkinson went over the plan. He said this plan is a lot line change also. He added that they are shifting the lot line 27 feet.

Mr. Hess stated that they are asking for a waiver to not show the contour lines.

Mr. Ilyes motioned to grant the waiver to not show the contour lines, with a second by Mr. Heffner. Motion carried. Five votes yes.

Mr. Hess and Mr. Allison went over the outstanding comments.

Mr. Ilyes motioned to approve this plan, with a second by Mr. Harvey with the following comments:

1. 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 302.3.k to not show the existing contours at 10 feet intervals. Planning Commission recommend approval.
2. Concrete monument must be set.

Motion carried. Five votes yes.

- C. GERALD E. LYNNE E. KORNBAU - Final Subdivision Plan #5440, by Gordon L. Brown & Assoc. Inc., along Ruppert Rd. and Kendale Rd. Lee Faircloth for Gordon L. Brown & Assoc. Inc. went over the plan. He stated this is a 2 lot subdivision. He also said that Lot 4 has the existing house and Lot 2 is the remaining 12 acres, which is an agricultural lot. He also added that there are no buildings planned for this lot.

Mrs. Gunnet stated that the DEP Request for Planning Waiver & Non- Building Declaration states that there are no buildings to be added, but the plan shows a perc test location on Lot 2 and DEP will ask questions. Mr. Kornbau said they were planning to build a house previously but decided not to. Mr. Ilyes stated that the perc tests are not good. Mrs. Gunnet said it is possible that they could still be good. Mr. Allison asked if they could be removed from the plan. Mr. Faircloth said we will remove the perc tests from the plan.

Mr. Hess and Mr. Allison went over the outstanding comments.

Mr. Hess said they would need information on the scratch paving. He also added that Mr. Trout, the Public Works Director, has issued some recommendations for this plan. Mr. Allison added that this can be found in Section 502.2 of the Subdivision and Land Development Ordinance. Mr. Faircloth said that it is not even and not perfectly paved. Mrs. Gunnet stated that sections of the road are lower. Mr. Ilyes asked why not go to the intersection. Mr. Hess said we can only go to the end of Lot 4, which does not go to the intersection. Mr. Hess stated that they will need rougher stone and asphalt wearing on top of what is there. Mr. Allison said it will extend the life of Ruppert Rd. Mr. Hess said you could ask for a waiver to not improve the road. Mr. Faircloth stated they will go with the Public Works Directors recommendations.

Mr. Faircloth stated they are asking for waivers to not install curbs and sidewalks.

Mr. Heffner motioned to deny the waiver to not install sidewalks and curbs, with a second by Mr. Harvey and a note must be added to the plan stating that upon notification from Windsor Township the sidewalks and curbs must be installed within 6 months for Lots 2 & 4.

Mr. Harvey motioned to approve this plan, with a second by Mr. Ilyes with the following comments:

1. The following waivers of the Subdivision and Land Development Ordinance must be requested and granted by the Board of Supervisors prior to plan approval.
  - Section 502.7 to construct curbs was denied by the Planning Commission
  - Section 502.10 to construct sidewalks was denied by the Planning Commission
2. A note must be added to the plan stating that upon notification from Windsor Township the sidewalks and curbs must be installed within 6 months for Lot 2 & 4.
3. The DEP "Request for Planning Waiver & Non-Building Declaration" must be approved prior to plan approval. Prior to submission a replacement location must be provided for Lot 4.
4. Security must be posted prior to plan approval.
5. Revised Note #6 to state Lot 2 is intended to be "vacant agricultural".
6. Revise Note #21 per the Townships wording.
7. Revise Note #22 to reference Lots 2 & 4 and curbs.
8. Please provide a CST for the potential drive identified on Lot 2.
9. The engineer, surveyor, and owner certification blocks must be completed prior to final plan approval.
10. The required sight distance should be provided for the potential driveway location on Lot 2.
11. A wearing course overlay should be provided along the frontage of the affected lots where the roadway was previously widened. Note 23 has been added to provide for a "scratch" paving course but should be amended to specify the thickness and type of paving material proposed. Prior to final plan approval, security must be posted for this improvement.

Motion carried. Five votes yes.

6. Plans submitted in March:

- A. DENNIS COTTRELL REVISED HICKORY HEIGHTS LOT 22 & 23 – Final Subdivision Plan #K070-C131 by David Hoffman Surveying, 2 lots along Grove Rd. David Brinkman from David Hoffman Surveying went over the plan. He stated they are combining 2 lots to make 1 lot. He added that they will not need the waiver for Section 302.3.k, provide existing contours at 10' intervals.

Mr. Hess and Mr. Allison went over the outstanding comments.

Mr. Harvey motioned to approve the plan, with a second by Mr. Ilyes with the following comments:

1. Remove note #4.
2. The engineer, surveyor and owner certification blocks must be completed prior to final plan approval.

Motion carried. Five votes yes.

7. Plans tabled in March:
  - A. KENSINGTON – Preliminary Phase 2 & 3 Subdivision Plan #2005332-069 by RGS Assoc., 229 lots along Ness Rd. Chairman Pilachowski motioned to table this plan along with 7 B, C, D, E, F, and G, with a second by Mr. Wilson. Motion carried. Five votes yes.
  - B. MEADOW CREEK – Preliminary Subdivision & Land Development Plan #378.14 by Site Design Concept Inc., along Cape Horn Rd., Ruppert Rd. & Kendale Rd. For action on this plan see 7 A.
  - C. BROOKFIELD CROSSING – Preliminary Subdivision Plan #2003-16A by Johnston & Assoc. Inc. for 71 lots along Smith Road. For action on this plan see 7 A.
  - D. COOL COUNTRY PROPERTIES - Preliminary Subdivision Plan #060619, by James R. Holley & Assoc., Inc., 32 lots along Snyder Corner Road. For action on this plan see 7 A.
  - E. CORA E. DELLER - Preliminary Subdivision Plan #060620, by James R. Holley & Assoc., Inc., 34 lots, along Winterstown Rd., Neff Rd. and Sinclair Rd. For action on this plan see 7 A.
  - F. SHADOW RIDGE, PHASE 1 - Final Subdivision Plan #060614, by James R. Holley & Assoc., Inc., 54 lots, along Burkholder and Blacksmith Road. For action on this plan see 7 A.
  - G. SHADOW RIDGE, PHASE 2 - Final Subdivision Plan #060615, by James R. Holley & Assoc., Inc., 35 lots, along Burkholder and Bahn's Mill Road. For action on this plan see 7 A.
8. Zoning and Subdivision Ordinance.

Bob Argento asked that the Township consider rezoning the property that his family owns at the corner of Rt.24 and Kirkland Drive and two (2) additional properties along Kirkland Dr. from R-1 to C-1 while rewriting the Zoning Ordinance. He added that these three (3) properties are between Rt.24 and the existing C-1 zone where the daycare center is located. All three (3) properties front on Kirkland Drive but have C-1 zoning to the rear. Mr. Argento advised that if the zoning were changed and they were developed, their access could be from the shopping center to their rear.

It was asked if the residential uses would be affected by being rezoned to C-1. Mr. Allison advised that he has had several requests from banking institutions for confirmation that the home can be rebuilt should there be a natural disaster.

Mrs. Gunnet noted that the properties individually would be too small for a C-1 use. However, together they may be big enough.

The request will be taken into consideration.

Mike Hess advised that it had been thought that the Township would have to incorporate an airport hazard overlay zone into the Zoning Ordinance. He has researched this and found that the Township does not have to do this as the airport in the Township is not public. He will do more research. It was asked where the airport is located. Mrs. Gunnet advised that it is on top of the hill at the intersection of Rt.624 and South Blacksmith Avenue.

#### Section 313 – Outdoor Signs

There was a discussion on the difference between a monument sign and a freestanding sign. Mr. Pilachowski advised that the monument sign requires the sign to be no higher than 1 ft. off the ground. He added that this works well in Boroughs as the traffic speed is going slower. In the Township when the vehicle speeds are greater, he feels that signs should be higher off the ground and that the 1 ft. limitation should be removed. Mr. Allison was asked why this restriction was in the ordinance. Mr. Allison advised that when the Board of Supervisors had reviewed the sign regulations, he was directed to keep signs low. It was noted that the ordinance regulates the maximum height and maximum size. It was the consensus of the Commission to remove the distance from the ground requirement and let the height and square footage requirements regulate sign sizes.

Mr. Pilachowski added that Section 313.9 states that electrically illuminated signs were to be constructed in accordance with the National Board of Fire Underwriters. It should also indicate that the signs are to be “UL listed”.

#### Section 317 – Landscaping and Screening Requirements

Mr. Hess advised that he wanted to discuss landscaping in islands in parking lots. Currently an island is required every 10 spaces. He distributed an aerial photograph of a parking lot for a shopping center showing a long strip island every four (4) rows with end cap islands. He noted that the long strip islands break up the impervious coverage and can be used to filter storm water. They also prohibit cross traffic. A con is that they are more difficult for snow removal and trash tends to accumulate in the corners. It was the consensus of the Planning Commission that the long island strips every four (4) rows should be incorporated into the ordinance and that there should be end cap islands.

There was a discussion on the width of the islands. For design purposes, it was felt that the islands should conform to the width and length of a parking space which is 10' x 20' and that they should be curbed.

Landscaping in the long strip islands as well as the end cap islands was discussed. It was noted that bushes and trees in the end cap islands cause site distance issues. It was the consensus of the Planning Commission that ground cover plantings should be used in the end cap islands and trees/shrubbery be used in the long strip islands based on the number of parking spaces in the parking lot.

Mr. Ilyes asked if anything is being changed to reduce the number of required parking spaces. Mr. Allison advised that Section 311.20 of the rewrite allows developers to delay the construction of a certain percentage of parking spaces but the entire number must be shown and the storm water addressed.

Mr. Hess advised that the next discussion item is Section 317.10.2 pertaining to landscaping between developments. Mr. Wilson advised that people live differently on different size lots. He added that he feels that screening should be required on the perimeter between developments. Mr. Allison noted that enforcement of such a requirement may be difficult in future years when a property changes ownership or if trees used for the screening become overgrown and are removed. Mr. Hess advised that should a lot have a storm water easement to the rear of the lot and then they are required to have some type of screening, there would be an obstruction to the balance of the property that they own behind the screening. He added that the Township is creating the Rural Residential (R-R) zone to encourage larger lots. It was the feeling of the majority of the Planning Commission members that this will not be required. During the discussion, it was noted that the only utility easements required would be those over existing/proposed utilities and that the 10 ft. utility easement on all side and rear property lines would be removed.

Other:

Mr. Allison advised that language will need to be added to the Zoning Ordinance to bring it into compliance with Act 13 of 2012 pertaining to oil & gas drilling uses.

Mr. Harvey asked why screening is required around the parking area for a Home Occupation. Mr. Hess explained this.

Mr. Pilachowski asked what signage is permitted for uses in the Neighborhood Commercial zone. Mr. Hess showed him the information that was included in Section 313.

9. Planning Commission Comments. There were no comments
10. The meeting of the Windsor Township Planning Commission adjourned at 7:51 P.M.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary