

**WINDSOR TOWNSHIP PLANNING COMMISSION**  
**February 19, 2015**

1. The meeting of the Windsor Township Planning Commission was called to order at 6:04 P.M. by Chairman Pilachowski.

Present at the meeting were Jerry Pilachowski, Charles Wilson, Dean Heffner, Paul Ilyes, Kipp Allison, Jennifer Gunnet, Teresa Miller, John Klinedinst, P.E. (C.S. Davidson), Christopher Kraft (C.S. Davidson), Joshua George, P.E. (Site Design Concepts), Bill Briegel (Keystone Custom Homes), Brian Strayer

2. The Pledge of Allegiance was recited.
3. Appointments
  - A. Chairman – On the motion of Mr. Ilyes seconded by Mr. Heffner, Jerry Pilachowski was appointed Chairman. Motion carried. Four votes yes.
  - B. Vice-Chairman – On the motion of Mr. Ilyes seconded by Mr. Heffner, Charles Wilson was appointed Vice-Chairman. Motion carried. Four votes yes.
  - C. Secretary – On the motion of Mr. Ilyes, seconded by Mr. Heffner, Kipp Allison was appointed Secretary. Motion carried. Four votes yes.
4. Public Comment – There were no public comments.
5. The minutes of the October 16, 2014 meeting were approved with a motion from Mr. Heffner seconded by Mr. Wilson. Motion carried. Four votes yes.
6. CORA E. DELLER – Preliminary Subdivision Plan #060620, by James R. Holley & Assoc., Inc., 34 lots along Winterstown Road, Neff Road and Sinclair Road. (8/1/06)

Mr. Allison explained that documentation had been received from the family of Cora Deller who is now deceased requesting the plan be withdrawn.

7. KENSINGTON – Phase 2 – Preliminary/Final Subdivision Plan #686.9, by Site Design Concepts, 37 lots along Dietz Road (12/1/14)

Mr. George explained that the Kensington project had originally been approved under the cluster overlay of the Zoning Ordinance. Phase I is nearing completion and they are now ready to proceed with Phase II which was previously planned but could not be constructed because of the Panorama Hills pump station extension project. He advised that part of the proposed construction is approximately 1 mile of sewer line. He further advised that following this construction they would then present preliminary plans for the remaining sections of the Kensington Development.

Mr. Allison reviewed his comments. Mr. Allison questioned who would be responsible for sidewalks that did not fall within individual property lines. He advised that it was his belief that the Homeowners Association documents should reference these areas. Mr. George agreed the Homeowners Association should be responsible for these areas and would add a note. Mr. Allison also asked about designating “snow storage” areas on

available open space. Mr. Breigel advised that there was still a need to modify the stormwater management for Phase 1 which will result in a separate set of plans being submitted. The “snow storage” area could be designated on that plan. Mr. Allison felt that was acceptable.

Mr. Allison asked how the stormwater was going to be managed since the plan does not show any stormwater pits. Mr. George advised that he was under the impression that the stormwater for Phase 2 was addressed during the construction of Phase 1, but needed to further investigate how the stormwater was going to be managed for Phase 2 and would submit a report.

Mr. Allison asked if the removal of the retaining wall on Rosewater Drive would require a change to the slope. Mr. George advised that grading at that location would remain the same as it is now and the slope would not be changed. Mr. Klinedinst advised C.S. Davidson had reviewed and signed off on the removal of the wall.

Mr. Wilson questioned the layout of Dietz Road. He asked about the cul-de-sac that was shown on the plans when the road appears to continue straight through. Mr. George explained that the cul-de-sac is where the public road ends. The continuance of the road south is private property that belongs to the Red Lion Area School District and not a public road.

Mr. Wilson questioned the grading of the area. Mr. George advised that several of the lots in this phase will need to be graded to accommodate the construction of a house on it. They will be doing a revised Erosion Control Plan and correct any NPDES issues.

Mr. Wilson also commended Keystone Custom Homes for showing the required ballfield on the plan. Mr. George advised that there are still issues with construction of the ballfield that need to be worked out but it is hoped that all the issues will be resolved and construction will be possible.

Chairman Pilachowski asked if there was capacity to run the sewer through the Rosebrook development. Mr. George advised the plan is to install an 8” line into an existing 8” line and it would carry the flow from the Kensington Phase 2 project and any future Phases.

Mr. Klinedinst advised that Stormwater Management and Planning Modules were the biggest items left on his list. Mr. George advised he has made several attempts to contact DEP to discuss the Planning Modules and what will be required.

Mr. Klinedinst asked if the financial security would be posted for the public improvements after the Planning Modules were completed. Mr. George advised yes.

On the motion of Mr. Wilson seconded by Mr. Ilyes the plan was recommended for approval with the following comments:

1. An agreement and funds must be posted as required for the Municipal Stormwater Maintenance Fund. (See Article 7 of the Stormwater Management Ordinance)
2. Planning Modules must be submitted and approved prior to plan approval.

3. An Erosion & Sedimentation Control Plan must be reviewed and approved by York County Conservation District prior to plan approval.
4. A copy of the Homeowners Association agreement must be submitted to the Township Solicitor for review and approval.
5. Security must be posted prior to plan approval.
6. Cluster Overlay approval must be obtained from the Board of Supervisors prior to plan approval.
7. A tree and lamppost must be identified and provided for each dwelling proposed per the Subdivision & Land Development Ordinance. (Sheet C-19; typical lot detail)
8. A note must be provided on the plan identifying required Transportation Impact Fees to be assessed for each dwelling unit at the time of obtaining building permits.  
\*See standard note provided below.
9. Owner information must be provided on the plan. In addition, the owner signature block must correspond with the provided owner information. (Sheet C-1)
10. Requirements of Section 309 of the Zoning Ordinance must be met for each individual driveway proposed. In addition, a note must be provided on the plan establishing a maximum slope of ten percent (10%) within 25' of the street right-of-way for each driveway in order to comply with Section 309.
11. Common Open Space must be interconnected with walking trails. In addition, open space lots must maintain a minimum 50' lot width.
12. The original Cluster approval required the construction of a ball field. The Board of Supervisors postponed the construction for Phase I. The ball field requirement must be addressed with the Supervisors with Phase II.
13. Minutes from the January 20, 2014 Board of Supervisors meeting reference several conditions set forth by the Board of Supervisors as part of the motion allowing for the realignment of Phase II.
  - The developer must bond the construction of the ball fields and associated parking. The bonding must also include additional costs assuming the Township would have to complete the construction.
  - The original number of lots (277) proposed may not increase.
  - The required improvements to the intersection of Ness & Windsor Roads must be completed as part of Phase II.

14. Improvements to the intersection of Ness & Windsor Roads were part of the original Cluster approval. As discussed at our in house meeting the Township, Red Lion Area School District & the developer were planning to split the costs for the improvements with the developer doing the work.
15. The conveyance/land swap with the Red Lion Area School District for Dietz Road extended must be completed prior to plan approval.
16. The original preliminary plan for Phase II & III will need to be withdrawn prior to approval of this plan.
17. The following standard notes must be added to the plan:
  - Transportation Impact Fees will be assessed by Windsor Township upon issuance of Building Permit.
  - Recreation Fees will be assessed by Windsor Township per the Ordinance upon issuance of individual Building Permit.
  - All lots shall be graded to provide a 20' 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' 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 404.F of the Subdivision & Land Development Ordinance.
  - All driveways for single family dwellings shall conform to Section 309 of the Windsor Township Zoning Ordinance. A maximum 10% slope is permitted within 25' of the street right-of-way.
  - All roof leaders are to be directed towards a seepage pit.
  - All construction shall be in accordance with the Windsor Township construction materials specifications.
18. Section 302.3.e of the Subdivision and Land Development Ordinance requires the owner's notarized signature to be provided on the plan.
19. Section 302.3.m of the Subdivision and Land Development Ordinance requires the following to be indicated for Lot 90 prior to plan approval:
  - Lot layout
  - Lot numbering along with scaled dimensions and minimum and maximum areas of lots
  - Curves
  - Lot lines measured to the centerline of roads
20. Section 303.2.e of the Subdivision and Land Development Ordinance requires the seal and signature of the Professional Engineer and/or land Surveyor responsible for this plan to be provided on the plan.

21. Section 303.2.n of the Subdivision and Land Development Ordinance requires lot markers for the property under review. Concrete monuments need to be provided for the perimeter property lines that form angles in the boundary. Cost for monuments that should be set shall be included in the financial security estimate.
  22. Section 304.d of the Subdivision and Land Development Ordinance requires that financial security must be provided for the proposed public improvements prior to final approval. A template is available for the developers use.
  23. Section 304.i of the Subdivision and Land Development Ordinance requires planning modules be processed for the proposed new land development.
  24. Section 304.j of the Subdivision and Land Development Ordinance requires Stormwater Management Reports and Soil Erosion and Sedimentation Control Plan be provided with the plan.
  25. The Sanitary Sewer Interceptor shall be constructed in accordance with the Act 537 plan. Any deviation from the planned 537 route will require an amendment of the Act 537 plan.
  26. A detail for a Typical Exterior Sanitary Sewer Cleanout is shown on sheet C-19, but no location of this could be found on the plan set. Remove this detail as it is not used.
  27. No Phase II stormwater management plans or reports have been submitted as part of this submission. A Phase II stormwater management plan and report, in conformance with the Stormwater Management Ordinance, is required.
8. Plans tabled:
- A. MIA BRAE INDUSTRIAL PARK – Preliminary/Final Land Development Plan #011231 by James R. Holley & Assoc., Inc., extension of Boxwood Road across Route 74 (Delta Road) (6/1/13) - On the motion of Chairman Pilachowski seconded by Mr. Heffner this plan along with 8B, 8C, 8D, 8E, 8F and 8G were tabled. Motion carried. Four votes yes.
  - B. HOWARD/SNOOK PROPERTIES WEST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 292 lots along East Prospect Road, Stonewood Road and Freysville Road (12/1/12) – For action on this plan see 8A.
  - C. HOWARD/SNOOK PROPERTIES EAST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 61 lots along Freysville Road (12/1/12) - For action on this plan see 8A.
  - D. KENSINGTON – Preliminary Phase 2 & 3 Subdivision Plan #2005332-069 by RGS Assoc., 229 lots along Ness Road. (5/1/10) - For action on this plan see 8A.

- E. 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) - For action on this plan see 8A.
- F. BROOKFIELD CROSSING – Preliminary Subdivision Plan #2003-16A by Johnston & Assoc., Inc., 71 lots along Smith Road. (2/1/07) - For action on this plan see 8A.
- G. COOL COUNTRY PROPERTIES – Preliminary Subdivision Plan #060619, by James R. Holley & Assoc., Inc., 32 lots along Snyder Corner Road. (8/1/06) - For action on this plan see 8A.

8. Subdivision and Land Development Ordinance Amendment Discussion

Mr. Allison advised that the Subdivision and Land Development Ordinance the Planning Commission received is the final draft.

Mr. Allison reviewed various changes that were made in this revision.

Mr. Wilson provided some information he had obtained in regards to sidewalks, slopes and ADA compliance in relation to Section 503 of the Subdivision and Land Development Ordinance. Mr. Klinedinst advised that if the slope of the street exceeds a slope of 8% you simply have to soften the slope of the sidewalk toward the street. He advised you still need to install wheelchair ramps. Mrs. Gunnet asked if this applied to existing streets or new streets. Mr. Klinedinst advised existing streets only.

Mr. Allison advised the Planning Commission that they could approve the Subdivision and Land Development Ordinance this evening or they could review and discuss any questions or concerns at the next meeting. The Commission chose to review the Ordinance and discuss at the next meeting.

Mr. Wilson advised that he felt there should be a separation between major subdivisions and projects by individual homeowners. Mr. Allison advised the draft takes those concerns into consideration. He advised that there would be some procedural changes to make the process easier for the individual homeowner.

9. Planning Commission Comments – There were no comments.

10. The meeting of the Windsor Township Planning Commission adjourned at 6:44 P.M.

Respectfully submitted,

Kipp D. Allison  
Zoning Officer