

**WINDSOR TOWNSHIP PLANNING COMMISSION**  
**November 21, 2019**

1. The meeting of the Windsor Township Planning Commission was called to order at 6:01 P.M. by Chairman Pilachowski.

Present at the meeting were Jerry Pilachowski, Charles Wilson, Paul Ilyes, Todd Kurl, Dean Heffner, Christopher Kraft, P.E. (C.S. Davidson), Kipp Allison, Teresa Miller, Adam Anderson, P.E. (Site Design Concepts), Jeff Walker, Richard DiPietro, Matthew Allen, P.E. (Terraform Solutions, LLC), Patti Fisher (James R. Holley & Assoc.)

2. The Pledge of Allegiance was recited.
3. Public Comment – There were no public comments.
4. The minutes of the October 17, 2019 meeting were approved with a motion from Mr. Wilson seconded by Mr. Ilyes. Motion carried. Three votes yes. Mr. Kurl and Mr. Heffner abstained as they were not present at the October meeting.
5. Richard R. & Barbara R. Dipietro Preliminary/Final Subdivision Plan #190719 by James R. Holley & Assoc., Inc., 2 lots along S. Camp St. (9/24/19)

Patti Fisher explained the purpose of the plan is to realign two parcels along S. Camp Street. She advised that the properties are in a Residential (R-1) zone but currently have an Agricultural use and that would not change. She advised that the properties are in both Windsor Borough and Windsor Township.

Ms. Fisher advised that all of the comments from Mr. Kraft and Mr. Allison's letters have been corrected with the exception of signatures on the plan and the location of corner markers.

Ms. Fisher advised they were requesting the following waivers:

1. Section 304.2.B; Plan sheet size
2. Section 304.2.B; Plan scale
3. Section 502.6; Road Widening
4. Section 503.1.A; Construction of Curbs
5. Section 503.2.A; Construction of Sidewalks

Ms. Fisher advised that Windsor Borough did not feel that road widening or curb and sidewalk installation was needed.

On the motion of Mr. Wilson seconded by Mr. Heffner the plan and waivers were recommended for approval with the following comments:

1. The signed certificate of ownership shall be signed and notarized.
2. Minimum required lot area is 10 acres, and minimum required lot are is 150'. These notes needed corrected on the plan.

3. The name, seal and signature of the registered engineer and surveyor responsible for the plan are required.

Motion Carried. Five votes yes.

6. Bowser Dentistry Final Land Development Plan by Terraform Solutions, LLC for a proposed Dentist office at 845 Edgewood Rd. (7/30/19)

Matthew Allen explained the purpose of the plan is to construct one dentist office so Bowser Dentistry can combine their two existing offices into one. He advised that a Special Exception had been granted by the Zoning Hearing Board in June to allow construction to expand into the Residential Buffer Strip.

Mr. Allen advised they are proposing one entrance on Edgewood Road and one entrance on Henry Lane. He advised the entrance on Edgewood Road would be limited to a right turn in and a right turn out. He further advised they were proposing 40 parking spaces and stormwater controls that would be installed through a pipe system and conveyed underground.

Mr. Allen advised he had reviewed the comments from C.S. Davidson and the Township and he had no concerns regarding the requested changes. He advised they were requesting the following six (6) waivers of the Subdivision and Land Development Ordinance:

1. Section 305.2.B.18; Clear Site Triangle
2. Section 502.6; Road widening
3. Section 503.1; Construction of Curbs
4. Section 503.2; Construction of Sidewalks
5. Section 504.2.C.6; Intersection Angle
6. Section 304.O; Slope

Mr. Ilyes questioned the access point on Henry Lane expressing concern that the angle of the roadway could cause sight problems with traffic. Mr. Kraft advised that the site distance and the radius at this location complies.

Mr. Kurl questioned the landscaping requirements. He pointed out that some of the plants proposed for screening are Hydrangeas which lose their leaves in the fall and would hardly provide screening. Mr. Allen advised that they were also proposing other plants along with the Hydrangeas that would provide the proper screening all year round.

On the Motion of Mr. Wilson seconded by Mr. Kurl the waivers were recommended for approval. Motion carried. Five votes yes.

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

1. Landscaping plans shall be signed and sealed by a Registered Landscape Architect.
2. The plan shall show and label the location of existing lot line markers and monuments.
3. The Certificate of Ownership shall be signed and notarized.
4. A photometric plan is required for any proposed exterior lighting.
5. An estimate of financial guarantee shall be provided for review and assistance in the establishment of said guarantee prior to plan approval.
6. A copy of the PennDOT Highway Occupancy Permit (HOP) for the proposed driveway onto State Route 0024 shall be provided prior to plan approval. If the HOP has not been obtained a standard HOP note may be added to the plan.
7. Section 305.2.B.2 requires the name, seal and signature of the registered engineer and registered surveyor responsible for the plan completion.
8. The location and materials for permanent reference monuments shall be shown on the plans and provided in accordance with Section 510.
9. The site requires an additional EDU for the proposed use. This required EDU shall be purchased from the Township and included in the PA DEP Chapter 94 Report.
10. The access drive paving section shall be provided meeting the requirements for local roads.
11. The access drives shall meet the vertical and horizontal alignments for local streets.
12. Plan detail of the Detention Facility/Infiltration Facility Typical Section shows a different depth of the infiltration facility than noted on the plans and stormwater management report.
13. The analyzed existing swale dimensions and longitudinal slope, between the existing medical office and car wash, cannot be verified by the topography shown on the plans. Additional topography and information pertaining to this swale shall be field verified and shown.
14. A signed statement by the owner shall be added to the plan coversheet acknowledging the stormwater management system is a permanent fixture that can be altered and removed only after approval of a revised plan by Windsor Township.
15. A Stormwater Management Facilities Operation and Maintenance Agreement shall be signed and recorded.
16. The applicant is required to pay a fee, to be determined by the Township, to the Municipal Maintenance Fund.
17. Adequate lighting must be shown for all off-street parking areas. The lights must be shielded to prevent light from shining on adjoining properties. A lighting detail must be provided with the plan. In addition, a sheet identifying proposed lumens must be added.
18. An Erosion & Sedimentation Control Plan must be reviewed and approved by York County Conservation District prior to plan approval.
19. Security must be posted prior to plan approval.

Motion carried. Five votes yes.

7. York Excavating Company, LLC Preliminary/Final Land Development Plan for proposed Excavation Contractors Shop Plan #428.9A by Site Design Concepts on E. Prospect Rd. (9/3/19)

Adam Anderson explained the purpose of the plan is to construct a 13,730 sq. ft. shop with office space along E. Prospect Road. Mr. Anderson reviewed the proposed Stormwater controls. He advised there would be two access drives off of E. Prospect Rd. and that there would be a two (2) foot widening of the shoulder but no widening of the roadway. He further advised that PennDOT recommended no road widening or installation of curbs or sidewalks at this location. He advised that the NPDES permit has been submitted.

Mr. Anderson advised the property was on public water and public sewer and that there were 50 EDU's reserved for this parcel of land. He advised they felt they only needed 2 EDU's for the proposed shop. Mr. Ilyes questioned reducing the number of EDU's advising what if down the line additional construction was proposed for this parcel and more EDU's were needed. Mr. Anderson advised that the EDU's allotted for this parcel were guaranteed for ten (10) years and it is only halfway through that 10-year cycle.

Mr. Wilson questioned what would be happening to the existing office's that York Excavating Co. already has on E. Prospect Road. Mr. Walker advised they will be retaining those buildings and continue to use them as they are being used today.

Mr. Anderson advised they were requesting the following five (5) waivers of the Subdivision and Land Development Ordinance and three (3) waivers of the Stormwater Ordinance:

1. Section 304.2.B & 305.2.B; Plan Sheet size
2. Section 502.2.J; Widening of Roadway
3. Section 503.1.A; Construction of Curbs
4. Section 503.2; Construction of Sidewalks
5. Section 504; Access Drive Alignment
6. Section 306.M; Outlet control size

Mr. Anderson advised they are proposing a wider orifice with trash racks.

7. Section 306.Q; Slopes of Stormwater Basin

Mr. Anderson advised the proposed slopes are slightly steeper than permitted but feels the steeper slopes would create a better water quality treatment.

8. Section 306.R; Building Setbacks for Stormwater Basin

Mr. Anderson advised that Basins 2 and 3 encroach into the setback, however they will run along the creek so the encroachment will not affect any other properties.

There was a brief discussion regarding the Clear Site Triangle and the Landscaping along E. Prospect Road. Mr. Kraft advised the landscaping was within the Clear Site Triangle. He recommended requesting a waiver of Section 305.2.B.18 of the Subdivision and Land Development Ordinance reduce the site distance from 150' to 75'. Mr. Anderson agreed and requested a waiver of Section 305.2.B.18.

On the motion of Mr. Ilyes seconded by Mr. Heffner the waivers were recommended for approval. Motion carried. Five votes yes.

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

1. Acreage affected by features listed in Section 304.2.B.6 shall be added to the plan in tabular format.
2. An estimate of financial guarantee shall be provided to be reviewed and assist in the establishment of said guarantee prior to plan approval.
3. The Certificate of Ownership shall be signed and notarized.
4. A copy of the PennDOT Highway Occupancy Permit (HOP), for the proposed driveway onto State Route 0124, shall be provided prior to plan approval.
5. A clear site triangle of 150' is required for the access drive intersecting with State Route 0124.
6. Safe stopping site distance calculations shall be provided in accordance with Section 502.5.J.
7. PA DEP approval, which may be a mailer exemption, is required.
8. The applicant shall provide proof of York County Conservation District's approval of environmental permits.
9. A signed statement by the owner shall be added to the plan coversheet acknowledging the stormwater management system is a permanent fixture that can be altered or removed only after the approval of a revised plan by Windsor Township.
10. A Stormwater Management Facilities Operation and Maintenance Agreement shall be signed and recorded.
11. The applicant is required to pay a fee, to be determined by the Township, to the Municipal Stormwater Maintenance Fund.
12. A Transportation Study must be completed for this development per the Zoning Ordinance.
13. An Erosion & Sedimentation Control Plan must be reviewed and approved by York County Conservation District prior to plan approval.
14. Security must be posted prior to plan approval.

Motion carried. Five votes yes.

8. Plans tabled:

- A. KENSINGTON – Preliminary Phase 2 & 3 Subdivision Plan #2005332-069 by RGS Assoc., 229 lots along Ness Road. (5/1/10)
- B. 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)
- C. BROOKFIELD CROSSING – Preliminary Subdivision Plan #2003-16A by Johnston & Assoc., Inc., 71 lots along Smith Road. (2/1/07)

- D. 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)
- E. HOWARD/SNOOK PROPERTIES EAST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 61 lots along Freysville Road (12/1/12)
- F. BROOKFIELD CROSSING (Resubmission) – Preliminary Subdivision and Land Development Plan #2006-16A by Johnston & Assoc., Inc., 98 lots along Smith Road (11/7/17)

On the motion of Chairman Pilachowski seconded by Mr. Wilson, plans 8A, 8B, 8C, 8D, 8E & 8F were tabled. Motion carried. Five votes yes.

9. Planning Commission Comment

Mr. Allison advised that it has been noticed that many of the applications being submitted to the Zoning Hearing Board for commercial business are repeatedly asking for Variances for some of the same things. He advised that it seems like the regulations related to signs, required parking, buffer strips, retaining walls seem to be constant requests for Variances. In addition, submitted plans regularly request waivers for the same things like Plan Sheet Size and Plan Scale size. Mr. Allison advised that in the coming months he would like to bring some information before the Planning Commission to review the regulations that are in the Township Ordinances and determine if they are adequate or if changes should be made.

10. The meeting of the Windsor Township Planning Commission adjourned at 7:01 P.M.

Respectfully submitted,

Kipp D. Allison  
Zoning Officer