

**WINDSOR TOWNSHIP PLANNING COMMISSION**  
**February 20, 2020**

1. The meeting of the Windsor Township Planning Commission was called to order at 6:02 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

2. The Pledge of Allegiance was recited.
3. Appointments
  - A. Chairman – On the motion of Mr. Ilyes seconded by Mr. Kurl, Jerry Pilachowski was appointed Chairman. Motion carried. Five votes yes.
  - B. Vice-Chairman – On the motion of Mr. Ilyes seconded by Mr. Kurl, Charles Wilson was appointed Vice-Chairman. Motion carried. Five votes yes.
  - C. Secretary – On the motion of Mr. Ilyes, seconded by Mr. Kurl, Kipp Allison was appointed Secretary. Motion carried. Five votes yes.
4. Public Comment – There were no public comments.
5. The minutes of the December 19, 2019 meeting were approved with a motion from Mr. Wilson seconded by Mr. Kurl. Motion carried. Five votes yes.
6. Proposed Zoning Ordinance Amendments

Mr. Allison advised that the documentation that the Planning Commission received in their packets shows the proposed changes to the Zoning Ordinance. Mr. Allison asked if there were any questions. Mr. Wilson questioned whether or not the Zoning Hearing Board was onboard with the proposed changes. Mr. Allison advised the Zoning Hearing Board interprets the Ordinance but does not necessarily recommend changes. He advised that the proposed Amendments are being recommended based on the fact that the Zoning Hearing Board is consistently seeing the same types of Variances being requested.

Mr. Allison advised that the requirements for retaining walls has changed to require a review for construction stability depending on its height. Mr. Kurl questioned the current wording for this regulation and who a “Licensed Professional” would be. Recommended the word Engineer be added. Mr. Allison agreed.

Mr. Kraft recommended there be a requirement for a railing or fence at a wall height of four (4) feet. Mr. Allison advised that Pennsylvania Code requires a railing or fence at 72 inches. There was a brief discussion regarding wall height.

Mr. Allison recommended that the description for On-Site Directional Signs in Section 313.2 of the Zoning Ordinance be changed to:

Shall not be located so as to interfere with the sight of traffic. Signs shall indicate entrance, exit, or direct the circulation of traffic

Mr. Allison also recommended the number of directional signs remain at four (4). The Planning Commission agreed.

Mr. Allison asked if there were any questions regarding the proposed changes to Section 311.18 for required parking spaces. There were none.

Mr. Allison advised that there is case law that requires us to change the requirements for Individual Business signs. He advised that the regulations needed to be broken down to show the requirements for signs based on the Zone they are permitted in. He further advised that two new sign categories, Neighborhood Commercial and Commercial & Industrial business signs have replaced the general Individual Business signs category. Mr. Allison reviewed the proposed changes to permanent business signs. He advised that he spoke with York Township and discussed some of the problems they have had with regulating signs and he looked at the cases that have come before the Zoning Hearing Board and is recommending regulations somewhere in between. There was a brief discussion. Chairman Pilachowski felt that Commercial businesses should have four (4) signs. Mr. Allison advised that the standard is typically two (2) with other Township's. Mr. Allison thinks the increased square footage will allow for more signs and not limit the signs due to road frontage. There was a brief discussion.

Mr. Allison reviewed the recommendations for Shopping Center signs. Chairman Pilachowski advised he felt that Anchor Tenant and Storefront signs should remain at two (2) square feet for each one (1) lineal feet of storefront with a maximum size of eighty (80) square feet for Storefront signs. There was a brief discussion. Mr. Allison advised he thought this would be acceptable.

Mr. Allison advised that the definition for Monument Sign will be changed to reflect that the sign may extend no more the thirty (30) inches above ground level.

Mr. Allison advised he did some research regarding lighting and the minimum number of permitted footcandles. He advised that there is currently a plan in house for Bowser Dentistry where the permitted footcandles does not work for them. He advised that he researched the regulations for other Township's in the area and determined that no change was needed. There was a brief discussion regarding lighting and the Bowser plan.

Chairman Pilachowski asked Mr. Allison if he had looked at the setback requirements for signs for Home Occupations. Chairman Pilachowski felt that the setback was too large. Mr. Allison advised that the regulation is five (5) foot out of the right-of-way.

Mr. Allison advised he spoke with Attorney Rausch regarding the Ordinance revisions and it was determined that a complete revised Ordinance would be done.

On the motion of Mr. Kurl seconded by Mr. Ilyes, the proposed changes were recommended for approval. Motion carried. Five votes yes.

7. Plans 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)

On the motion of Chairman Pilachowski seconded by Mr. Wilson, plans 7A, 7B, 7C, 7D and 7E were tabled. Motion carried. Five votes yes.

8. Planning Commission Comment

Mr. Wilson advised that the library is looking for a temporary location until they are able to move to their new location. He asked if anyone had any recommendations. Chairman Pilachowski advised that the old Salvation Army location in York Township was vacant. He advised Mr. Wilson to have the library contact call him and he could give them the information for contacting someone about this location.

9. The meeting of the Windsor Township Planning Commission adjourned at 7:07 P.M.

Respectfully submitted,

Kipp D. Allison  
Zoning Officer