

WINDSOR TOWNSHIP PLANNING COMMISSION
July 15, 2021

1. The meeting of the Windsor Township Planning Commission was called to order at 6:03 P.M. by Chairman Pilachowski.

Present at the meeting were Jerry Pilachowski, Dean Heffner, Todd Kurl, Paul Ilyes, Alvis Elrod, P.E. (Gordon L. Brown & Assoc., Inc.), Corey Chase, P.E. (Dynamic Engineering), Josh Sewald, P.E. (Dynamic Engineering), Christopher Kraft, P.E. (C.S. Davidson, Inc.), Kipp Allison, Teresa Miller

2. The Pledge of Allegiance was recited.
3. Public Comment – There were no public comments.
4. On a motion from Mr. Ilyes seconded by Mr. Heffner, the minutes of the May 20, 2021 meeting were approved. Motion carried. Four votes yes.
5. SCOTT A. & JOLENE L. BRADY Final Subdivision Plan #1-5947 by Gordon L. Brown & Assoc., Inc., along Felton Rd. and Zion Church Rd. (4/1/21)

Mr. Elrod explained the purpose of the plan was to convert the existing barn into a Special Event Barn. He advised that the plan is proposing a parking lot and stormwater management within the existing meadow. However, the current land being farmed at this location would continue to be farmed. He advised that the owners are proposing the Event Barn to be used Friday, Saturday or Sunday with only one event a day, however the owners only anticipate one use per week at this time.

Mr. Ilyes asked if both levels of the barn would be used. Mr. Elrod advised yes. Mr. Ilyes asked if entrances and exits to the barn had been addressed. Mr. Allison advised that the entrances and exits would be addressed when the Building Permit application was submitted and it was his understanding that the property owner was working with an architectural firm to put together the Building Permit application.

Chairman Pilachowski asked about restroom facilities. Mr. Elrod advised that they are not proposing connection to public sewer but will instead have two portable restrooms placed within the existing garage. Mr. Allison advised that portable restrooms had been proposed from the beginning and complies with the requirements of the Zoning Ordinance.

Mr. Ilyes asked about the parking that was proposed. Mr. Elrod advised that 74 parking spaces are being proposed. Mr. Allison advised that the Zoning Ordinance calculates the capacity of the building based on the number of parking spaces. The Ordinance requires one space for every two guests, not including staff and not to exceed two-hundred guests. Mr. Allison advised the proposed parking spaces should be sufficient. He advised that the occupancy of the barn would be determined at the time of issuance of the Building Permit.

Mr. Kurl asked about the stormwater management that was being proposed. Mr. Kraft advised that a revised Stormwater Plan was received. He further advised he had a concern about the directing of water to the existing 18” culvert. Mr. Elrod advised that current

conditions today already direct water to the existing culvert. Mr. Elrod advised the proposed stormwater management would reduce the rate of water going to the culvert. Mr. Kraft asked if a level spreader could be used to sheet flow the water runoff. Chairman Pilachowski advised he would prefer a level spreader rather than a piping to the existing culvert. Mr. Elrod advised he would make that change and would no longer need to request a waiver of Section 306.N requiring stormwater discharge dispersion device. There was a brief discussion regarding the installation of stormwater controls.

Mr. Kraft reviewed his outstanding comments and advised he did not have any objections to granting the requested waiver of Section 306.R related to the location of the stormwater management facility within the building setbacks.

There was a brief discussion regarding proposed screening and the requirement for a minimum height of 6'. It was believed that once the proposed screening was at 6' in height it would block the clear site triangle at the Zion Church Road and Felton Road intersection. Mr. Elrod proposed moving the screening further down the hill.

Mr. Kurl asked how water would be supplied to the barn. Mr. Elrod advised that the existing house was serviced by a well but the barn would not be connected to the well. He advised that any water needed would be brought by the catering company. He advised that no additional water usage was being proposed.

Mr. Ilyes asked what the cartwidth was on Zion Church Road and Felton Road and questioned whether the roads should be widened to accommodate additional traffic. Chairman Pilachowski thought Zion Church Road should be widened. Mr. Kraft advised that a traffic study had been done and showed that widening of either road was not warranted. Mr. Kurl asked if a note should be added to the plan to indicate that road widening could be requested by the Township in the future. Mr. Allison advised that the property owner is proposing one event a day and if the events exceeded what was proposed a new traffic study would have to be done.

Mr. Allison reviewed his comments. He asked Mr. Elrod about the location and detail for a dumpster location. Mr. Elrod advised that a dumpster was not being proposed and that any garbage generated from an event would be stored in the garage until disposed of through regular trash services.

Mr. Elrod advised that a waiver for sidewalks was requested. He stated that there are no other sidewalks in this area and didn't feel installation was warranted. There was a brief discussion and it was determined that a note would be placed on the plan requiring installation of sidewalks within 6 months of receipt of notification from the Township.

There was a brief discussion regarding stormwater maintenance. Mr. Elrod advised he would reevaluate what is being proposed and try to move it out of the Building Setback as much as he could.

Mr. Elrod advised the following waivers are being requested:

1. Section 306.2; Submission of Water Facilities Study
2. Section 306.3; Submission of Sewer Facilities Study
3. Section 306.R; Requiring Stormwater Facilities be kept out of Building Setbacks
4. Section 502.6; Requiring Road Widening
5. Section 503.2.A; Requiring installation of sidewalks

On the motion of Mr. Heffner seconded by Mr. Kurl, the waivers of Section 306.2, 306.3, 306.R and 502.6 were recommended for approval. The waiver for Section 503.2.A was denied and it was recommended that a note be placed on the plan requiring the installation of sidewalks within 6 months following notification from Windsor Township. Motion carried. Four votes yes.

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

1. Landscaping plans shall be signed and sealed by a Registered Landscape Architect.
2. On-Site exterior lighting shall be shown in accordance with Section 320.2. A lighting plan meeting these requirements shall be included in the Final Land Development plan set.
3. A waiver approval note shall be added to the cover sheet for all requested waivers and modifications.
4. Size, dimensions, and material type of stormwater management facilities shall be labeled on plans.
5. A traffic impact study shall be provided per Section 306.6.
6. Access driveways shall meet vertical and horizontal alignments, per Section 504.2; as such, a vertical profile of the proposed access drive shall be included on the plans.
7. A profile of all proposed stormwater management collection and conveyance facilities shall be provided on the plans.
8. A photometric plan is required for any proposed exterior lighting.
9. An estimate of financial guarantee shall be provided to be reviewed and assist in the establishment of said guarantee prior to plan approval.
10. The certificate of ownership shall be signed and notarized.
11. Section 305.2.B.2 requires the name, seal and signature of the registered engineer and registered surveyor responsible for the plan completion.
12. The access drive paving section shall be provided, meeting the requirements for local roads.
13. Approval of a Soil Erosion and Sedimentation Control plan by the York County Conservation District is required.
14. Analysis of the existing 18-inch diameter culvert pipe, which will receive the discharge from the basin, shall be completed to verify capacity.
15. The rip-rap design for EW1 shall be provided in the stormwater management report.

16. 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 approval of a revised plan by Windsor Township.
17. A Stormwater Management Facilities Operation and Maintenance Agreement shall be signed and recorded.
18. The applicant is required to pay a fee, to be determined by the Township, to the Municipal Stormwater Maintenance Fund.
19. The Department of Environmental Protection "Request for Planning Waiver & Non-Building Declaration" must be approved prior to plan approval.
20. Security must be posted prior to plan approval.
21. Please add a note to the plan identifying the signage requirements.
22. Windsor Township reserves the right to make any additional comments.
23. The following waivers must be approved by the Board of Supervisors:
 1. Section 306.2; Submission of Water Facilities Study
 2. Section 306.3; Submission of Sewer Facilities Study
 3. Section 306.R; Requiring Stormwater Facilities be kept out of Building Setbacks
 4. Section 502.6; Requiring Road Widening
 5. Section 503.2.A; Requiring installation of sidewalks

Motion carried. Four votes yes.

6. ALDI, INC. Preliminary/Final Land Development Plan #0197-99-085 by Dynamic Engineering, along Cape Horn Road. (4/16/21)

Mr. Sewald advised that he was attending this evening to present the proposed plan for the ALDI store to the Planning Commission. Mr. Sewald advised that a 19,943 sq. ft. building was being proposed as well as an underground infiltration system and parking spaces for 93 vehicles.

Mr. Sewald explained that the ALDI store would be open seven days a week, with scheduled truck deliveries once a day and trash collection would be scheduled for once a week. He advised that ALDI typically employs 10 to 15 split shift workers. He advised that all new utilities would be installed for this location. He advised the property had access to gas, sewer and water and would connect to the existing facilities. He advised that screening compliant with the Windsor Township Zoning Ordinance would also be installed.

Mr. Sewald advised that several retaining walls with varying heights would be required to be installed around the property due to the slope of the land. Mr. Kurl asked what height the walls would be. Mr. Sewald advised they would vary from 6' up to 25'. Mr. Allison commented that walls of this height were required to be engineered and inspected.

Mr. Kraft asked about the infiltration system. There was a brief discussion regarding what was proposed.

Mr. Chase advised that a dedicated South Bound left turn lane would be installed and a North Bound turn lane. Mr. Ilyes asked why the right-hand turn lane that was installed along Rite Aid's parcel was not being extended to this location's entrance. Mr. Chase advised that they felt that due to safety issues it was not felt that the lane should be extended. Mr. Kraft asked if a Highway Occupancy Permit had been submitted. Mr. Chase advised yes.

Mr. Kraft asked if a sidewalk was going to be installed. Chairman Pilachowski advised he felt a sidewalk along Cape Horn Road and into the store location would be a good idea. He cited that he observes many people walking along Cape Horn Road carrying groceries many times a day and thinks it would be safer if a sidewalk were installed. Mr. Sewald advised he would look into it but didn't think it would be a problem adding one.

Mr. Ilyes questioned the access drive to this location and why there wasn't a second one for emergency situations. Mr. Chase advised that due to the size of the road frontage on Cape Horn Road there was no way to add a second access drive. Mr. Sewald advised that the fire company was okay with one access drive but requested a fire hydrant be installed. He advised a fire hydrant has been added to the plan.

Mr. Ilyes asked how many parking spaces were required. Mr. Allison and Mr. Kraft both responded with 77 per the ordinance. Mr. Sewald advised they are proposing 93. Mr. Ilyes expressed concerns about the amount of paved area being installed. Mr. Sewald advised they as well didn't want to put in more spaces than necessary but based on the requirements for ALDI to accommodate their customers 93 spaces are needed.

Mr. Kraft advised he would like to see an Environmental Plan. Mr. Sewald advised he would provide one.

Mr. Sewald advised that it was their intention to return to the Planning Commissions in August for a more formal discussion and to review waivers.

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. Kurl, plans 7A, 7B, 7C, 7D & 7E were tabled. Motion Carried. Four votes yes.

8. Planning Commission Comments

Mr. Allison advised that there was an individual interested in filling the open position on the Planning Commission and that individual would likely be appointed at the next Board of Supervisors meeting on Monday, July 19, 2021.

Mr. Heffner questioned why ALDI did not look into a different location where the ground was more level like Mr. Rexroth's property near the Dunkin Donuts on Cape Horn Road. Mr. Allison advised that the location would not have been big enough and that Mr. Rexroth has future plans for developing his property.

9. The meeting of the Windsor Township Planning Commission adjourned at 7:35 P.M.

Respectfully submitted,

Kipp D. Allison
Zoning Officer