

**WINDSOR TOWNSHIP PLANNING COMMISSION**  
**November 17, 2022**

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, Todd Kurl, James Vergos, Brita Runkle, Paul Ilyes, Neal Metzger (Site Design Concepts, Inc.), Kim Moyer, Christopher Kraft, P.E. (C.S. Davidson, Inc.), Jennifer Gunnet, 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. Vergos, the minutes of the September 15, 2022 meeting were approved. Motion carried. Four votes yes. Mr. Kurl abstained as he was not present at that meeting.
5. PATRIOT DEPOT LLC – Preliminary/Final Land Development Plan #1382.1A by Site Design Concepts, Inc., 1 lot along Cape Horn Rd. & Steinfelt Rd. (7/1/22)

Neal Metzger advised that the purpose of the plan is to establish a commercial business for the sale of pre-made outdoor structures such as sheds and garages.

Mr. Metzger advised they are proposing two gravel areas on the site that the structures would be placed on for display purposes. He advised that two stormwater management facilities were also being proposed. He advised there would be an underground stone bed for infiltration and a basin installed.

Mr. Metzger advised he felt that all of Mr. Kraft's outstanding comments had been addressed with the exception of some administrative changes. Mr. Kraft advised he had concerns with the photometrics plan and the proposed lighting. Mr. Metzger advised that Patriot Depot will comply with regulations to make sure lighting stays onsite and does not extend onto neighboring properties, however he added that it is anticipated that this business will only operate during daylight hours and the need for night time lighting will not be required. He believes that at this time they are proposing lights on the porch outside of the sales building for the purposes of staff that may be there after hours. He advised it may later be determined that security lighting may be needed to prevent vandalism but that would likely be motion lights that only light when motion is detected. Mrs. Gunnet suggested a note be added to the plan indicating that lighting was not proposed. Mr. Metzger advised he would add a note.

Mr. Metzger advised the following waivers of the Subdivision and Land Development Ordinance and the Stormwater Management Ordinance were being requested:

1. Section 304.2.B, 305.2.B; plan sheet size
2. Section 305.2.B.18; clear sight triangle

Mr. Metzger advised that a 75' x 75' clear site triangle is being proposed. Mr. Kraft advised that a Highway Occupancy Permit would need to be submitted to PennDOT and they would dictate what the site distance should be.

3. Section 502.2.J; widening of cartways

Mr. Metzger advised that Cape Horn Road is a PennDOT road and at this time they are not requiring widening of the roadway.

4. Section 503.1.A; installation of curbs

Mr. Metzger advised that there is currently no curbing along Cape Horn Road. He advised that adding curbing would cause an interruption to the flow of stormwater along Cape Horn Road and would require stormwater management controls be installed. He advised they are not proposing any curbs at this time.

5. Section 503.2; installation of sidewalks

Mr. Metzger advised there are currently no sidewalks along Cape Horn Road. In addition, he advised that current swales along Cape Horn Road would make it difficult to construct a sidewalk. No sidewalks are being proposed at this time.

6. Section 504.2.A; vertical alignment of access drive

Mr. Metzger advised that there was a slight increase upon entering the access drive and then a slight decrease. He advised that there would be minimal traffic at this location based on the type of business it is and felt that the proposed access would be safe as designed.

7. Section 504.2.B; horizontal alignment of access drive

Mr. Metzger advised that due to minimal traffic at this location he felt that the proposed alignment would be safe as designed.

8. Section 504.2.F; access drive paving requirements

Mr. Metzger advised they are proposing 5" of asphalt over 8" of stone base. There was a brief discussion regarding the requirements for paving. Mr. Kraft advised he supported this waiver.

9. Section 306.M; outlet controls

Mr. Metzger advised the ordinance requires 6” diameter or 6” width perforations for the outlet control. He advised that 9” is being proposed. There was a brief discussion regarding stormwater controls.

Mr. Metzger advised that a buffer strip is being proposed to buffer this property from neighboring properties.

Mrs. Runkle questioned the clear site distance. Mr. Kraft advised that because Cape Horn Road is a state road PennDOT would dictate what the required site distance is. There was brief discussion regarding site distance and clear site triangle. Mr. Kraft asked Mr. Metzger if paperwork had been sent to PennDOT yet. Mr. Metzger advised no.

On the motion of Mr. Kurl seconded by Mrs. Runkle the waiver of Section 503.1.A for the construction of curbs and the waiver of Section 503.2 for the construction of sidewalks 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. Five votes yes.

Mrs. Runkle questioned the lack of lighting being proposed citing that if customers were going to be visiting the location after work that it could be dark in the fall or winter of the year. Mr. Metzger advised that the majority of sales for this type of item primarily takes place in the spring and summer months and not so much in the fall and winter. He also felt that business would likely be its busiest on Saturday’s during daytime hours.

On the motion of Mrs. Runkle seconded by Mr. Ilyes the waivers of Sections 304.2.B, 305.2.B, 305.2.B.18, 502.2.J, 504.2.A, 504.2.B, 504.2.F and 306.M were recommended for approval. Motion carried. Five votes yes.

On the motion of Mr. Kurl seconded by Mr. Vergos the plan was recommended for approval with the following comments and pending any additional comments by Zoning Officer, Kipp Allison:

1. Landscaping plans shall be signed and sealed by a Registered Landscape Architect.
2. The certificate of ownership shall be signed and notarized by Christopher Ream, Managing Member. The notary block, c/o reference, and signature shall all match to be accepted by the recording office.
3. Signature and seal of the Professional Engineer and Professional Land Surveyor shall be executed on the plans.
4. A copy of the PennDOT Highway Occupancy Permit (HOP) and plans for the proposed driveway onto State Route 0024 shall be provided prior to plan approval.
5. PA DEP approval, which may be a mailer exemption, is required.
6. An estimate of financial guarantee shall be provided to be reviewed and assist in the establishment of said guarantee prior to plan approval.

7. The cover sheet should have the Certificate in Section 301.K and shall be filled out properly prior to final plan approval.
8. The applicant shall provide 100-year emergency spillway calculations for the basin. Emergency spillway width shall match between the plans and the report.
9. The applicant shall provide proof of York County Conservation District approval of the NPDES permit for this project once received.
10. 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.
11. A Stormwater Management Facilities Operation and Maintenance Agreement that is specific to Windsor Township shall be signed and recorded.
12. The applicant is required to pay a fee, to be determined by the Township, to the Municipal Stormwater Maintenance Fund.
13. The following waivers must be requested and granted by the Board of Supervisors prior to plan approval. Approval dates must be provided on the plan.

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| 1. Section 304.2.B, 305.2.B; | plan sheet size                      |
| 2. Section 305.2.B.18;       | clear site triangle                  |
| 3. Section 502.2.J;          | widening of cartway                  |
| 4. Section 503.1.A;          | construction of curbs                |
| 5. Section 503.2;            | construction of sidewalks            |
| 6. Section 504.2.A;          | vertical alignment of access drive   |
| 7. Section 504.2.B;          | horizontal alignment of access drive |
| 8. Section 504.2.B;          | access drive paving requirements     |
| 9. Section 306.M;            | outlet controls                      |

14. Windsor Township reserves the right to make additional comments.

Motion carried. Five votes yes.

6. 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)

F. MODWASH – RED LION – Preliminary/Final Land Development Plan #1856.69 by Morris Knowles & Assoc., Inc., car wash along Cape Horn Road. (6/8/2022)

On the motion of Chairman Pilachowski seconded by Mr. Kurl, plans 6A, 6B, 6C, 6D, 6E & 6F were tabled. Motion Carried. Five votes yes.

7. Planning Commission Comments

Mr. Kurl questioned why the requirements in the Subdivision and Land Development Ordinance for the required size of plans isn't changed. He advised he has observed that every plan that comes in asks for a waiver of the plan size.

Mrs. Gunnet advised that when there is a need in the future to do revisions to that Ordinance the plan size requirement will be changed.

8. The meeting of the Windsor Township Planning Commission adjourned at 6:37 P.M.

Respectfully submitted,

Jennifer L. Gunnet  
Township Manager