

WINDSOR TOWNSHIP PLANNING COMMISSION

January 18, 2024

1. The meeting of the Windsor Township Planning Commission was called to order at 6:14 P.M. by Chairperson Pilachowski.

Present at the meeting were Jerry Pilachowski, Jim Vergos, Kim Moyer, Christopher Kraft, P.E. (C.S. Davidson, Inc.), Patti Fisher (James R. Holley & Assoc., Inc.), Kipp Allison and Teresa Miller.

2. The Pledge of Allegiance was recited.
3. Appointments
 - A. Chairperson – On the motion of Mr. Vergos seconded by Mr. Moyer, Jerry Pilachowski was appointed Chairperson. Motion carried. Three votes yes.
 - B. Vice-Chairperson – On the motion of Mr. Vergos seconded by Mr. Moyer, Brita Runkle was appointed Vice-Chairperson. Motion carried. Three votes yes.
 - C. Secretary – On the motion of Mr. Vergos seconded by Mr. Moyer, Kipp Allison was appointed Secretary. Motion carried. Three votes yes.
4. Public Comment – There were no comments.
5. On a motion from Mr. Vergos and seconded by Mr. Moyer, the minutes of the November 16, 2023 meeting were approved. Motion carried. Three votes yes.
6. CHARLES R., JR. & TAMMY L. KELLEY – Final Minor Subdivision Plan #231002 by James R. Holley & Assoc., Inc.), two lots along Margherita Court (11/29/23)

Patti Fisher advised the purpose of the plan is to subdivide .56 acres off of vacant Lot 7, creating a vacant Lot 8 that will then be added to existing Lot 5 that contains the Kelley's existing home. Ms. Fisher advised that no construction was proposed but four waivers are being requested.

Chairperson Pilachowski read over the list of requested waivers which were:

- Section 304.2.B & 305.2.B; plan sheet size
- Section 502.J; widening of existing roads
- Section 503.1A; construction of curbs
- Section 503.2A; construction of sidewalks

Mr. Vergos asked about the existing conditions of Margherita Court in regards to curbs & sidewalks. Mr. Allison advised there are no curbs or sidewalks at this time. On the motion of Mr. Vergos seconded by Mr. Moyer, the waivers were recommended for approval. Motion carried. Three votes yes.

Mr. Kraft reviewed his outstanding comments. Mr. Allison advised he did not have any additional comments to add.

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

1. A notarized statement stating the landowner's free consent of the shown land development plan shall be executed.
2. The following waivers of the Subdivision & Land Development Ordinance must be requested and granted by the Board of Supervisors prior to plan approval. Approval dates must be provided on the plan.
 - Section 304.2.B & 305.2.B; plan sheet size
 - Section 502.J; widening of existing roads
 - Section 503.1A; construction of curbs
 - Section 503.2A; construction of sidewalks

Motion carried. Three votes yes.

7. Solar Ordinance – Mr. Allison advised that a draft Solar Ordinance was created and sent to Cory Dillinger at MPL Law Firm for review. He explained that Mr. Dillinger is extremely knowledgeable regarding the Solar regulations and will look at what has been prepared and provide feedback.

Mr. Allison advised the proposed Solar Ordinance would not be part of the existing Windsor Township Zoning Ordinance but instead would be a stand-alone ordinance referenced in the Zoning Ordinance. There was a brief discussion.

8. Plans to be 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 Chairperson Pilachowski seconded by Mr. Vergos, plans 8A, 8B, 8C, 8D & 8E were tabled. Motion Carried. Three votes yes.

9. Planning Commission Comments – There were no comments.
10. The meeting of the Windsor Township Planning Commission adjourned at 6:29 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kipp D. Allison", with a long horizontal line extending to the right.

Kipp D. Allison
Secretary