

WINDSOR TOWNSHIP PLANNING COMMISSION

January 17, 2013

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, Charlie Wilson, Dean Heffner, Paul Ilyes, J. LaRue Harvey, Jennifer Gunnet, Kipp Allison, Teresa Miller, J. Michael Hess, P.E. (ARRO Engineering), Grant Anderson, P.E. (Shaw Surveying) and William Fay.

2. The Pledge of Allegiance was recited.

3. Appointments:

- A. Chairman – On the motion of Mr. Harvey seconded by Mr. Ilyes, Jerry Pilachowski was appointed Chairman. Motion carried. Five votes yes.

- B. Vice Chairman – On the motion of Mr. Heffner seconded by Mr. Harvey, Charles Wilson was appointed Vice Chairman. Motion carried. Five votes yes.

4. Public Comment – There were no public comments.

5. The minutes of the December 20, 2012 meeting were approved with a motion from Mr. Wilson seconded by Mr. Harvey. Motion carried. Five votes yes.

6. Plans submitted in January: There were no plans submitted in January.

7. Plans tabled in January:

- A. HOWARD/SNOOK PROPERTIES WEST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 292 lots along East Prospect Road, Stonewood Road and Freysville Road. On the motion of Chairman Pilachowski seconded by Mr. Heffner this plan along with 7B, 7D, 7E, 7F, 7G, 7H, 7I and 6J were tabled.

- B. HOWARD/SNOOK PROPERTIES EAST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 61 lots along Freysville Road. For action on this plan see 7A.

- C. WILLIAM N. & LAURA S. FAY – Final Subdivision Plan #12118 by Shaw Surveying, Inc., 2 lots along White Oak Road. Mr. Anderson explained the purpose of this plan was to subdivide an existing 120-acre lot, adding 70 acres to Mr. Fay's existing lot and leaving a 50-acre residual lot. He advised that there was no proposal of development for this lot at this time.

A waiver of Section 502.2 to provide additional cartway width along White Oak Road has been requested. Mr. Wilson advised that after driving on White Oak Road he didn't feel there was a need to widen the road. On the motion of Mr. Wilson seconded by Mr. Ilyes the waiver was granted. Motion carried. Five votes yes.

Copies of the plan were provided and were briefly reviewed. Mr. Allison further explained the plan and answered questions from the Planning Commission members.

Mr. Hess reviewed his outstanding comments. Mr. Allison advised his outstanding comments matched those of Mr. Hess and had nothing to add.

On the motion of Mr. Ilyes seconded by Mr. Harvey the plan was approved with the following comments:

1. The engineer, surveyor, and owner certification blocks must be completed prior to final plan approval.
2. The DEP "Request for Planning Waiver & Non-Building Declaration" must be approved prior to plan approval.
3. An Access Agreement will need to be completed providing access for the appropriate parties across lots 1, 5, 6 & 7. The agreement must be recorded prior to plan approval by the Board of Supervisors.

Motion carried. Five votes yes.

Mrs. Gunnet asked if the plan was going to be presented to the Board of Supervisors for approval on Monday, January 21, 2013. Mr. Anderson advised yes if they were able to obtain the necessary signatures on the Access Agreement.

Mr. Ilyes questioned the location of the existing cell tower and whether it would still meet the necessary setbacks after this subdivision was completed. Mr. Allison advised yes, and stated that the setbacks were addressed when the Special Exception was requested for the tower.

- D. KENSINGTON – Preliminary Phase 2 & 3 Subdivision Plan #2005332-069 by RGS Assoc., 229 lots along Ness Road. (5/1/10) For action on this plan see 7A.
- E. 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) For action on this plan see 7A.
- F. BROOKFIELD CROSSING – Preliminary Subdivision Plan #2003-16A by Johnston & Assoc., Inc., 71 lots along Smith Road. (2/1/07) For action on this plan see 7A.
- G. COOL COUNTRY PROPERTIES – Preliminary Subdivision Plan #060619, by James R. Holley & Assoc., Inc., 32 lots along Snyder Corner Road. (8/1/06) For action on this plan see 7A.
- H. CORA E. DELLER – Preliminary Subdivision Plan #060620, by James R. Holley & Assoc., Inc., 34 lots along Winterstown Road, Neff Road and Sinclair Road. (8/1/06) For action on this plan see 7A.

- I. SHADOW RIDGE, PHASE 1 – Final Subdivision Plan, by James R. Holley & Assoc., Inc., 54 lots along Burkholder Road and Blacksmith Road. (8/1/06) For action on this plan see 7A.
 - J. SHADOW RIDGE, PHASE 2 – Final Subdivision Plan, by James R. Holley & Assoc., Inc., 35 lots along Burkholder Road and Bahns Mill Road. (8/1/06). For action on this plan see 7A.
8. New Zoning Ordinance Adoption - Mr. Allison advised that the Zoning Ordinance was approved by the Board of Supervisors on Monday, January 7, 2013 and would be in effect on Monday, January 14, 2013. Chairman Pilachowski asked if there was any opposition to the Ordinance from Township residents at the meeting. Mr. Allison advised no.
9. Subdivision and Land Development Ordinance – Mr. Hess advised that it was now time to begin reviewing the Subdivision and Land Development Ordinance. He advised that he and Mr. Allison had discussed the review process and felt that it would be more efficient to have the staff review the Ordinance prior to bringing it to the Planning Commission for review. Mr. Hess further presented a plan of action of how he felt the Ordinance should be reviewed. He advised there are many sections of the current Ordinance that do not meet current standards. Mr. Hess asked if the Planning Commission was agreeable to his plans for review. There was no opposition.
10. Planning Commission Comments – Mr. Wilson asked if the agenda could be changed to only reflect the items that would up for discussion the night of the scheduled meeting instead of constantly including the old plans that were submitted and have been tabled for months or years. Mr. Allison advised no, the plans that were still pending approval from the Planning Commission and the Board of Supervisors needed to remain on the agenda until they were approved or withdrawn.

Mr. Wilson asked if it would be possible for the Planning Commission members to receive copies of the plans to be discussed prior to the meeting so the members could look them over in advance or even drive to the location to see where the proposed changes would be made. Mr. Hess advised that the Subdivision and Land Development Ordinance could be changed to reflect a larger number of copies of the plans were required upon submission so the members could receive a copy. Mr. Allison advised that he didn't see why we couldn't implement a procedure to include copies for the members but would have to review the current process to see what we could do to change it so that copies were available for the members prior to their monthly meeting.

11. The meeting of the Windsor Township Planning Commission adjourned at 7:13 P.M.

Respectfully submitted,

Kipp D. Allison
Zoning Officer