

**WINDSOR TOWNSHIP PLANNING COMMISSION**  
**February 16, 2012**

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 arrived at 6:02 P.M., Paul Ilyes arrived at 6:06 P.M., Dean Heffner, J. LaRue Harvey, Kipp Allison, Jennifer Gunnet, Connie Gladfelter, Deanna Coble, J. Michael Hess (ARRO Engineering), Byron Trout (Gordon L. Brown & Assoc.), Woodrow Wilson, Lloyd Stough.

2. The Pledge of Allegiance was recited.
3. Chairman Pilachowski asked if there were any comments from the public. There were none.
4. Mr. Heffner motioned to approve the minutes as written for the January 19, 2012 meeting, with a second by Mr. Harvey. Motion carried. Four votes yes.
5. There were no plans submitted in February.
6. Plans tabled in January:

A. RIVERS TRUCK - Waiver Request. Byron Trout from Gordon L. Brown & Assoc. advised that they are asking for a waiver of Section 304.b of the Stormwater Management at the freeboard for the stormwater basin at Rivers Truck Center. Mr. Hess stated that in the original plan submission, the plan was approved with less than the 1 foot of freeboard. Chairman Pilachowski asked what freeboard is. Mr. Hess said that it is the distance in the one hundred year storm between the water service elevation and the top of the berm. He added that the ordinance requires 1 foot for safety and that no wind would blow waves over the top. He went on to say that the plan was approved with a .69 feet of freeboard. He said that when the basin was full everything was fine but the freeboard is not 1 foot. He said that if it was approved with 1 foot or more then there would be a concern. Mr. Trout said that it worked when we had the September 2011 storm.

Mr. Wilson motioned to grant the waiver for the less than 1 foot freeboard, with a second by Mr. Harvey.

Motion carried. Five votes yes.

- B. KENSINGTON – Preliminary Phase 2 & 3 Subdivision Plan #2005332-069 by RGS Assoc., 229 lots along Ness Rd. Chairman Pilachowski motioned to table this plan along with D, E, F, G, H and I, with a second by Mr. Wilson. Motion carried. Four votes yes.
- C. WOODROW JR. & CAROLYN E. WILSON – Final Subdivision Plan #060111 by James R. Holley & Assoc., Inc. 3 lots along Bethlehem Church Rd. Mr. Allison stated that this subdivision was 6 lots at one time and then it was 4 lots. Now he is subdividing off the existing home, which is Lot 2, from the residual.

Mr. Allison went over his outstanding comments. He said there is widening proposed on the plan. Mr. Hess said it only shows on one side of Bethlehem Church Rd. and not on both sides. Mr. Stough said it is on both sides. This was clarified to be both sides. Mr. Allison stated that the security needs to be posted for the proposed improvements.

Mr. Ilyes motioned to approve this plan, with a second by Mr. Wilson with the following comments:

1. Form B “non-building” Waiver is required to be submitted/approved prior to final plan approval.
2. Security must be posted for the proposed improvements prior to plan approval.

Motion carried. Five votes yes.

Mr. Stough asked what the security is for. Mr. Hess explained it is for the road widening. Ms. Gunnet went over the different ways to post the security.

- D. MEADOW CREEK – Preliminary Subdivision & Land Development Plan #378.14 by Site Design Concept Inc., along Cape Horn Rd., Ruppert Rd. & Kendale Rd. For action on this plan see 6 B.
- E. BROOKFIELD CROSSING – Preliminary Subdivision Plan #2003-16A by Johnston & Assoc. Inc. for 71 lots along Smith Road. For action on this plan see 6 B.
- F. COOL COUNTRY PROPERTIES - Preliminary Subdivision Plan #060619, by James R. Holley & Assoc., Inc., 32 lots along Snyder Corner Road. For action on this plan see 6 B.
- G. CORA E. DELLER - Preliminary Subdivision Plan #060620, by James R. Holley & Assoc., Inc., 34 lots, along Winterstown Rd., Neff Rd. and Sinclair Rd. For action on this plan see 6 B.
- H. SHADOW RIDGE, PHASE 1 - Final Subdivision Plan #060614, by James R. Holley & Assoc., Inc., 54 lots, along Burkholder and Blacksmith Road. For action on this plan see 6 B.
- I. SHADOW RIDGE, PHASE 2 - Final Subdivision Plan #060615, by James R. Holley & Assoc., Inc., 35 lots, along Burkholder and Bahn’s Mill Road. For action on this plan see 6 B.
7. Zoning and Subdivision Ordinance. Mike Hess noted that the sections submitted to the Commission members for review this evening included changes discussed at the November and December meetings. He added that he will have a full draft for the Planning Commission to review next month.

The following sections were discussed:

Section 610 – Procedure to Obtain Preliminary Opinion

- Section applies to decisions made by the Zoning Officer and the advertising of those decisions. Starts the 30 day clock for appeals.
- Purpose was questioned previously. Municipalities Planning Code allows for this to be a part of Zoning Ordinance if the municipality wishes.
- Consultants recommend that this section be removed.

#### Section 202 – Residential Zone (R-1)

- The Board of Supervisors have given the authorization for the Rural Residential (R-R) zone, which will go before this Section

#### Section 301.12 – Temporary Retail Sales

- Discussion on “14 consecutive days”. Change to “not to exceed for 10 consecutive days per incident and maximum of 4 incidents per year”.
- Subsections 301.12.3 & 201.12.4 should reference “sales/merchandise location”.
- Include no overnight sleeping permitted as stated in definition.
- Occur only in the C-1 and C-N zones.
- Need to address signage to be allowed.

#### Section 302 – Unenclosed Storage and/or Parking

- Discussion on permitting the parking of trailers, campers, etc. on the street as long as they are licensed and inspected, if required. If permit to be parked on street, they could be parked anywhere and in front of any one’s home. Concerns expressed about this.
- Mr. Hess suggested three (3) options: set a maximum size for the vehicle parked on the street (8’ wide x 20’ long), loosen up the regulations for where they can be parked on a property or leave as is.
- Discussion on requirement that the trailer, camper, etc. be parked 10 ft. from street right-of-way. Consensus felt that as long as parked out of street right-of-way would be sufficient. This would put it at a location that would not obstruct a sidewalk.
- Remove wording that need to be on a macadam or stoned surface.
- Discussion on location that a second vehicle can be parked. Keep location the same as “first vehicle” which would resolve which vehicle is first and which is second vehicle.
- Discussion on adding that this section applies to properties in the Agricultural zone where there is a residential use. It was noted that there are residential use properties in the C-1, C-N and Industrial zones. Mr. Hess suggested including all zones. Consensus agreed.

#### Section 309 – Driveway Requirements (Single family dwelling)

- Subsection 309.4 – Slope. Maintain a slope of 8% within 25 ft. of street right-of-way. Overall, no portion of driveway shall exceed a slope of 15%. Mr. Allison thought that a previous discussion had the 8% changing to 10%. Mr. Hess advised that the increase may cause a vehicle to scrape while entering or exiting the driveway. Consensus to change to 10% within 25 ft. of street right-of-way.
- Discussion on slope of driveway from curb to edge of right-of-way. This will be clarified during update of SALDO.

#### Section 322 – Forestry/Timber Harvesting Operations

- At a previous meeting, the permit was discussed. A sample permit was submitted from West Bradford Township.
- Subsection 322.3 – Plans must be submitted 45 days before commencement of timber harvesting and Township must act on plans within 30 days of submission. Very tight timeline. Will lengthen both time frames.
- Discussion on purpose of this section since forestry and timber harvesting currently must submit an erosion & sedimentation plan to the York County Conservation District. Noted that the Township does not want to go above and beyond the Conservation District regulations.
- Table for now. Mr. Hess will check into the York County Conservation District regulations.
- Subsection 322.5.6 – Questioned why “or clear cutting” was removed. Mr. Hess advised that clear cutting is a timber harvesting operation so there was no need for both terms.

#### Section 323 – Dwelling Units in Combination with Commercial

- Discussion on whether the number of dwelling units should be limited. Consensus that maximum number of dwelling units should be 2.
- Regulations should apply to properties in the C-1 and C-N zones as there are existing residential dwellings in these zones.
- Question on what the purpose is for requiring a minimum of 150 sq.ft. of open space or balcony area per dwelling unit. Mr. Hess advised that it encourages outdoor recreation.

#### Section 313 – Landscaping and Screening Requirements

- References Appendix “X” which is a list of approved trees.
- Discussion on 313.10 regarding screening at property lines. This had been suggested for on the perimeter of developments of a certain size or on the perimeter of developments between different residential zones.
- Noted that SALDO requires a 10 ft. utility easement on all side and rear lot lines. Discussion on where the screening should be placed, on the inside or outside of utility easement. Thought that utility easement should be on the outside as this would allow for a 20 ft. easement between adjoining lots. Discussion held on purpose of utility easement. Will discuss further when SALDO is updated.
- Question asked whether screening is necessary. Will discuss further.

#### Section 403 – Echo Housing

- In several of the subsections, the terms “elder cottage” referenced. Should be ECHO housing. Question asked if there is another term for ECHO housing. Mr. Hess advised that he didn’t think that there was.
- Noted that the word “ECHO” is initials and the full name should be stated.
- 403.2 – The word “caretaker” should be added. Discussion that caretaker should be caregiver.
- Definition for caregiver should be added.

Feb. 16, 2012

Page 5

8. Planning Commissioners comments. Mr. Wilson said the next session of the Zoning Administration seminar is on Wednesday the 22nd of February and they were serving pizza if anyone is interested. Mr. Allison stated that if you wanted to go you had to be registered.
9. The meeting of the Windsor Township Planning Commission adjourned at 8:09 P.M.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary