

WINDSOR TOWNSHIP PLANNING COMMISSION

March 19, 2015

1. The meeting of the Windsor Township Planning Commission was called to order at 6:01 P.M. by Vice Chairman Wilson.

Present at the meeting were Charles Wilson, Dean Heffner, J. LaRue Harvey, Paul Ilyes, Kipp Allison, Jennifer Gunnet, Teresa Miller, Christopher Kraft, P.E. (C.S. Davidson), Joshua George, P.E. (Site Design Concepts), Bill Briegel (Keystone Custom Homes)

2. The Pledge of Allegiance was recited.
3. Public Comment – There were no public comments.
4. The minutes of the February 19, 2015 meeting were approved with a motion from Mr. Ilyes seconded by Mr. Heffner. Motion carried. Four votes yes.
5. LAUREL VISTAS – PHASE 2 Preliminary/Final Subdivision Plan #686.11, by Site Design Concepts, Inc.

Mr. George advised they were here to discuss options for the open space in the Laurel Vistas – Phase 2 development. He advised they are proposing approximately an 8' wide trail that would either be paved or gravel, open grassy areas for additional activities as well as an 18' x 25' pavilion. Mr. George advised that the overall amount of open space has been increased slightly to attempt to meet the requirements for Cluster Overlay.

Mr. Ilyes questioned the grade of the proposed switchback area of the trail. Mr. George thought it varied between 5% and 8%. Mr. Briegel advised that Keystone Custom Homes would like to remove the switchback section of trail between lots 136 and 140 on their exhibit. He advised they were looking into bringing the trail around the existing basin area instead of climbing the steep slope between these two lots.

Mr. Briegel advised that a pavilion was proposed for the flat area within the open space. He advised that a tot lot had been discussed but felt a pavilion would be a better use for this area.

Mr. Kraft advised that the slopes between lots 136 and 140 look like they were actually 10% to 12%. He advised that he felt that it would be possible for the trail to go around the existing basin area and tie back into the trail below the proposed switchback area between lots 136 and 140.

Mrs. Gunnet asked what age group they were thinking of constructing the tot lot for. She advised that a typical "tot lot" was generally for ages 2 to 5. She advised that the play area constructed at Freysville Park was for ages 5 to 12 and she thought that constructing a lot for that age group would probably get more use than a playground for the younger children.

Mr. Ilyes asked if steps could be put in where the proposed switchback is between lots 136 and 140. Mr. George advised no, that steps would cause maintenance issues such as removing snow for the Homeowner's Association.

Mr. Briegel advised that at the staff meeting ground cover for the open space was discussed. He advised they discussed seeding the sloped areas with a low maintenance grass mix or just letting the natural vegetation continue to grow. He advised that further discussion needed to take place to finalize this.

Mr. Allison proposed that the existing switchback area between lots 136 and 140 and the lower half of the existing loop be removed and the trail be extended around lot 141 and come between lots 141 and 142 to connect with the existing sidewalk. Mr. Briegel advised that the area between lots 141 and 142 was designated as a snow removal easement. Mr. Allison commented that likely the trail would not be used during times that snow needed to be pushed into this area and didn't think it would be a long term problem.

Mr. Allison presented an option to the Planning Commission of possibly having a 5' wide bituminous walk area with a 5' mowed grassy area on each side. Mr. George asked if the 5' mowed grassy area had to be flat or if it could be on a slope. Mr. Allison advised the mowed area did not need to be flat.

Mr. Briegel advised that if it was the Planning Commission's decision to go with what Mr. Allison was proposing that he felt it would be better to shift the lot lines of lot 141 and 142 to make additional open space in lieu of dealing with easements on both properties for the walking trail to go between them. Mr. George advised they would have to make sure this did not interfere with the required amount of road frontage for those lots.

Mrs. Gunnet advised that she felt a play lot designed for children ages 5 to 12 would be better than a tot lot designed for much smaller children. She also felt that the pavilion should also be constructed to allow individuals using the play lot to be able to find relief from the sun. Mr. George advised that Keystone Custom Homes would prefer to do one or the other. He suggested that if they construct the tot lot they could install some benches. Mr. Heffner and Mr. Harvey both advised that they would prefer to see both as well. Mr. Briegel advised that Keystone Custom Homes would not do both. He advised it would not be cost effective for them to do both. Mr. Heffner asked if they could reduce the size of the proposed pavilion. Mr. Allison suggested installing several individual covered picnic tables instead of a pavilion. Mr. George advised they could look into doing a play lot and several covered benches.

Mr. George asked the Planning Commission if they all agreed with the Mr. Allison's proposal to have the switchback area between lots 136 and 140 and the lower section of the loop removed and simply have the trail extend around lot 141 and end at the sidewalk between lots 141 and 142. It was the consensus of the Planning Commission that this was the better option. Mr. Kraft advised it would also be nice to have something placed on the trail that would identify distance traveled.

Mr. George advised that based on this evening's discussion they would change the plans to include a play lot designed for children ages 5 to 12, install 2 covered picnic tables and redesign the trail to have a 5' walking area with 5' of mowed area on each side, in addition they would remove the switchback area between lots 136 and 140 and the lower section of the proposed loop and instead have the trail extend around lot 141 and exit at the sidewalk between lots 141 and 142.

Mrs. Gunnet asked what type of vegetative cover was being proposed for the areas of open space that would not be mowed and if letting it grow would conflict with the Township's Weed Ordinance. Mr. George advised that they did not want to do extensive earth moving activities to reseed these areas but instead would just allow the natural vegetation that currently exists to grow. Mr. Allison advised that because this would be proposed vegetation noted on the plan that the Weed Ordinance would not apply.

6. Plans tabled:

- A. MIA BRAE INDUSTRIAL PARK – Preliminary/Final Land Development Plan #011231 by James R. Holley & Assoc., Inc., extension of Boxwood Road across Route 74 (Delta Road) (6/1/13) - On the motion of Vice Chairman Wilson seconded by Mr. Heffner this plan along with 6B, 6C, 6D, 6E, 6F and 6G were tabled. Motion carried. Four votes yes.
- B. 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 (12/1/12) – For action on this plan see 6A.
- C. HOWARD/SNOOK PROPERTIES EAST – Preliminary Subdivision Plan #120817 by James R. Holley & Assoc., Inc., 61 lots along Freysville Road (12/1/12) - For action on this plan see 6A.
- 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 6A.
- 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 6A.
- 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 6A.
- 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 6A.

7. Subdivision and Land Development Ordinance Amendment Discussion

Vice Chairman Wilson presented a memo to the Planning Commission outlining several concerns he had with the proposed Subdivision and Land Development Ordinance:

1. Minor Subdivisions

There was a brief discussion about requirements for minor subdivision compared to major subdivisions and the requirements of Section 306; Reports and Supplementary Information. Vice Chairman Wilson felt that there should be restrictions on what minor subdivisions are required to submit. Mr. Allison

explained that based on the project that was being proposed some of the regulations found in this section would automatically not apply. Mrs. Gunnet advised that it has always been the practice to allow for waiver requests when specific regulations don't apply to the project being proposed. Mr. Allison advised that the proposed plans will dictate which regulations must be met. He advised minor projects will not have to do the same as major developments. Vice Chairman Wilson felt that it should not be necessary for numerous waivers to be requested. Mrs. Gunnet advised that this is the process and that that Planning Commission and Board of Supervisors have always been receptive to appropriate waiver requests.

2. Windsor Township Planning Board Involvement

Vice Chairman Wilson expressed his concerns in regards to the Township Planning Commission not being included in the staff meeting. Additionally, he questioned why the York County Planning Commission was included in staff meetings. Mr. Allison advised that the York County Planning Commission is required by state law to review plans. They are included in the monthly staff meeting so they can provide feedback from their review. He also advised the intent of this initial review is to point out issues they find and allow the developer to correct the plan so that when it comes before the Township Planning Commission it is cleared of minor problems. Vice Chairman Wilson advised he didn't think the plan should be "clean" when the Township Planning Commission sees it. He felt they should be included from the very beginning and be permitted to express their concerns or opinions at that point. Mrs. Gunnet advised that in no way is the staff meeting intended to circumvent the Township Planning Commission. She explained it is simply to get the minor issues worked out. She advised that the major issues come to the Planning Commission to be discussed and resolved. Vice Chairman Wilson asked if we get copies of the comments from the York County Planning Commission. Mr. Allison advised yes, and those comments will be provided to the Planning Commission from this point forward. Mr. Allison also added that all members are welcome to attend staff meetings. Mrs. Gunnet advised they are held the 2nd Thursday of each month at 8:30 a.m. as needed. There was additional discussion about the role of the York County Planning Commission and the intent of the staff meeting.

Vice Chairman Wilson stated that he felt that the most important thing for the Planning Commission to do was to review the Subdivision and Land Development Ordinance since they did not draft it. Mrs. Gunnet advised they did help draft it. Mr. Allison stated that every section of the Draft Ordinance was presented to the Planning Commission for their review. Mrs. Gunnet advised that the draft of the Subdivision and Land Development Ordinance was given to the Planning Commission at the February meeting with the expectation that they would review it and make suggestions for changes or prepare to recommend it for submittal to the York County Planning Commission and the Board of Supervisors at this meeting.

Mr. Allison asked if the other Planning Commission members had a problem with the York County Planning Commission review process. Mr. Heffner, Mr. Harvey & Mr. Ilyes advised no.

3. Definitions; Lot Area

Mr. Allison advised he reviewed the Ordinance and found that the definition for "Lot Area" was missing and would make sure it was added.

4. Aesthetics

Vice Chairman Wilson advised he thought there should be a notation added to Section 511 that would restrict individuals from coming before the Planning Commission or Board of Supervisors to simply argue over the name of a proposed street name. He referenced a prior situation where the use of the word "Garth" for a street was argued over. Mrs. Gunnet advised street names had to be given to the Post Office for approval if the Post Office approves them than it doesn't matter what one specific individual thinks about it.

5. Sidewalks

There was a brief discussion regarding ADA compliance related to sidewalks. It was the consensus of the Planning Commission to continue to require sidewalks in the current manor.

6. Sewer & Water Connection requirements

Vice Chairman Wilson advised he didn't think it was fair to make individual homeowners connect to water or sewer that was 1000' away. He felt if the water or sewer was already in front of their house than they should be required to hook up, but didn't feel it was necessary to put the burden on a single property owner to extend a line 1000' to connect to these utilities.

Mrs. Gunnet advised that the Township has always granted waivers for these extensions when it was determined to be unreasonable or unequitable. Vice Chairman Wilson advised he felt that a waiver shouldn't have to be requested.

Mr. Allison advised that 1000' was a standard distance for most municipalities. Mrs. Gunnet asked the other Planning Commission members for their opinion. Mr. Heffner, Mr. Harvey and Mr. Ilyes felt the requirement should remain.

Vice Chairman Wilson also felt that asking the water company for a letter to verify they are not going to extend the water within 5 years was unacceptable and not fair. There was a discussion regarding the connection to public water. Mrs. Gunnet advised a property owner could always elect to request a waiver. Mrs. Gunnet asked the other Planning Commission members for their opinion. Mr. Heffner, Mr. Harvey & Mr. Ilyes recommended leaving the regulation as written.

Vice Chairman Wilson asked if the other Planning Commission members would take his memo and again review the Subdivision and Land Development Ordinance taking into consideration his concerns.

Mr. Allison advised that after a meeting with Vice Chairman Wilson he reviewed his comments and the Ordinance and came to the conclusion that the Draft Ordinance should remain as submitted. He stated that the Subdivision and Land Development Ordinance is designed to allow for waiver modifications when specific regulations are either not applicable or the developer wants to seek relief.

Mrs. Gunnet asked the Planning Commission if they wanted to take an additional month and review the Subdivision and Land Development Ordinance again. Mr. Ilyes advised he thought there was no need to review it again. Mr. Heffner & Mr. Harvey agreed.

Vice Chairman Wilson requested that his memo be included with the Subdivision and Land Development Ordinance when it is given to the York County Planning Commission and the Board of Supervisors for review. Mr. Allison advised he would if the other Planning Commission members agreed.

On the motion of Mr. Harvey seconded by Mr. Ilyes the final draft of the Subdivision and Land Development Ordinance was recommended to be sent to the York County Planning Commission and the Board of Supervisors along with a copy of Vice Chairman Wilson's memo for review. Motion carried. Four votes yes.

8. Planning Commission Comments

Mr. Ilyes asked if the Township knew anything about the Clinton home that was for sale on the corner of Freysville Road and Windsor Road. Mrs. Gunnet advised she did not know that it had been put up for sale. Mr. Allison advised the Township has talked to a realtor who indicated it would be listed, but he was not aware that had taken place.

9. The meeting of the Windsor Township Planning Commission adjourned at 8:01 P.M.

Respectfully submitted,

Kipp D. Allison
Zoning Officer