

WINDSOR TOWNSHIP PLANNING COMMISSION
March 17, 2016

1. The meeting of the Windsor Township Planning Commission was called to order at 6:02 P.M. by Chairman Pilachowski.

Present at the meeting were Jerry Pilachowski, Charles Wilson, Dean Heffner, J. LaRue Harvey, Paul Ilyes, Kipp Allison, Jennifer Gunnet, Teresa Miller, Christopher Kraft, P.E. (C.S. Davidson, Inc.), Adam Anderson, P.E. (Site Design Concepts), Jeff Walker, Brad Peters, P.E. (Site Design Concepts)

2. The Pledge of Allegiance was recited.
3. Appointments
 - A. Chairman – On the motion of Mr. Harvey seconded by Mr. Heffner, Jerry Pilachowski was appointed Chairman. Motion carried. Five votes yes.
 - B. Vice-Chairman – On the motion of Mr. Harvey seconded by Mr. Ilyes, Charles Wilson was appointed Vice-Chairman. Motion carried. Five votes yes.
 - C. Secretary – On the motion of Mr. Harvey, seconded by Mr. Heffner, Kipp Allison was appointed Secretary. Motion carried. Five votes yes.
4. Public Comment – There were no public comments.
5. The minutes of November 19, 2015 meeting were approved with a motion from Mr. Wilson seconded by Mr. Harvey. Motion carried. Five votes yes.
6. INTERNATIONAL ASSOC. OF MACHINISTS & AEROSPACE WORKERS - Preliminary/Final Subdivision Plan – Plan #428.6 by Site Design Concepts, 3 Lots on E. Prospect Road (02/01/16)

Adam Anderson explained the purpose of this plan is to subdivide an existing 15 acre lot to create three (3) additional lots of approximately one (1) acre each to be used for commercial use. Mr. Anderson advised that they are proposing two 5,000 sq. ft. buildings, one to be used by the existing Union Hall and the other to be used by York Excavating. The third building being proposed will be 3,000 sq. ft. and be for a future tenant.

Mr. Anderson advised that paperwork has been submitted to PennDOT for approval for a low volume access drive. He further advised the proposed parking structure is pervious and has stormwater structures under it that convey to the existing basin. He also advised they are proposing a sanitary sewer main extension to tie into an existing manhole as well as an emergency access from the proposed Lot 3 to the existing parking area of the Union Hall on Lot 4.

Mr. Ilyes questioned the emergency access and had concerns that parked vehicles in the existing Union Hall parking lot would prevent people from being able to use the emergency access should an emergency arise. Mr. Allison advised that in the event of an emergency it is felt that because of the close proximity of these buildings to East Prospect Road that emergency response vehicles would most likely set up right on East Prospect Road and not actually use the emergency access. Secondly, the existing Fire Hydrants are located on the far East and West side of the proposed development and on the Northern side of East Prospect Road. The emergency access is being proposed to meet the requirements of the ordinance and provide an alternate access. Mr. Wilson asked why a second access in front of Lot 3 could not be installed. Mr. Anderson advised that the grading of the property at East Prospect Road and site distance prevents a second access at this location. Mrs. Gunnet advised that the ordinance encourages developers not to have too many access points on an arterial street. Mr. Harvey asked if the access road would be gated. Mr. Anderson advised it would be either gated or chained. Mr. Ilyes asked if there was another area the access could be placed that would prevent vehicles at the existing Union Hall from parking it shut. Mr. Anderson advised that the area that has been proposed is one of the flattest areas and moving it to another location there would be grading issues.

Mr. Anderson advised the following waivers were being requested:

1. Waivers of Sections 304.2.B & 305.2.B for the scale of the drawing and the sheet size of the plan. Mr. Anderson advised the ordinance calls for sheet size of 22" x 34" but the plans they submitted are 24" by 36". Additionally they are proposing a scale of 1:60. Mr. Kraft advised that this was not a problem. On the motion of Mr. Ilyes seconded by Mr. Harvey the waiver for the scale and size of the plan was granted. Motion carried. Five votes yes.
2. Waiver of Section 502.2.J for the widening of cartway along East Prospect Road to 32'. Mr. Anderson advised that the existing cartway on East Prospect Road is 28' and the widening of this road would require the relocation of 6 poles and regrading and would make this area inconsistent with all other areas along East Prospect Road. Mrs. Gunnet asked if PennDOT has expressed any interest in having the road widened. Mr. Anderson advised no. Chairman Pilachowski asked if an acceleration or deceleration lane was being proposed for the access drive. Mr. Anderson advised no. Mr. Ilyes advised he was not in favor of the waiver. Mr. Wilson questioned who would require widening of the road. Mr. Anderson advised PennDOT. Mr. Ilyes asked who would pay for it. Mr. Anderson advised the developer would have to pay. Chairman Pilachowski recommended that they let PennDOT make the call of whether the road needs to be widened.

Mr. Walker provided some history on York Excavating citing that it opened for business in 1947 and moved to Windsor Township in 1978. He advised the current office is located in Springettsbury Township. He purchased the company 5 years ago and would like to move the office back to Windsor Township and hoped that the Planning Commission would give consideration to the road widening and grant the waiver.

On the motion of Mr. Heffner seconded by Mr. Harvey the waiver requiring road widening was granted. Motion carried. Five votes yes.

3. Waiver of Section 503.1.A for the construction of curbs along East Prospect Road. On the motion of Mr. Wilson seconded by Mr. Ilyes the waiver for the construction of curbs was denied and it was requested that a note be added to the plan stating that curbs must be installed within 6 months of notification by the Township. Motion carried. Five votes yes.
4. Waiver of Section 503.2 for the construction of sidewalks along East Prospect Road. On the motion of Mr. Wilson seconded by Mr. Ilyes the waiver for the construction of sidewalks was denied and it was requested that a note be added to the plan stating that sidewalks must be installed within 6 months of notification by the Township. Motion carried. Five votes yes.
5. Waiver of Section 505.4.D for the number of lots created from an existing parcel. Mr. Anderson explained that the ordinance states that no more than 4 lots can be created from an existing parcel that front on a public roadway. He explained that this property was already subdivided once creating a lot for a residential home and leaving the original lot that currently houses the Union Hall. He explained that with this subdivision they are proposing an additional three lots which brings the total number of lots for this parcel to 5. He advised that even though they will be exceeding the number of permitted lots only three have been proposed to front on a public roadway. A note was added to the plan stating that no access to East Prospect Road would be permitted from Lots 2 and 3. On the motion of Mr. Wilson seconded by Mr. Harvey the waiver was granted. Motion carried. Five votes yes.
6. Waiver of Section 505.4.E for the number of lots created that front on an arterial street. On the motion of Mr. Wilson seconded by Mr. Heffner the waiver was granted. Motion carried. Five votes yes.
7. Waiver of Section 515.1 for two means of access to public streets. Mr. Anderson advised that the ordinance requires development of over 20,000 sq. ft. have two points of access. He advised they are proposing 23,000 sq. ft. of area. They are proposing one access drive and one emergency access. Mr. Harvey motioned to grant the waiver, Mr. Wilson seconded the motion. There was a brief discussion regarding the emergency access and the possibility of creating a second access. Motion carried. Five votes yes.

Mr. Kraft reviewed his outstanding comments. On the motion of Mr. Wilson seconded by Mr. Ilyes the plan was recommended for approval with the following comments:

1. The following waivers of the Subdivision and 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; Scale of the drawing, and sheet size.
 - Section 502.2.J; Widening of East Prospect Road.

- Section 503.1.A; Construction of curbs along East Prospect Road.
 - Section 503.2; Construction of sidewalks along East Prospect Road.
 - Section 505.4.D; Number of lots created from an existing parcel.
 - Section 505.4.E: Lots created that front up on an arterial street.
 - Section 515.1; Two means of access to public streets.
2. Planning Modules must be submitted and approved prior to plan approval.
 3. Three (3) EDU's have been reserved. If future uses require additional water use, additional EDU's will need to be obtained.
 4. A notarized statement by the Owner as required by Section 304.2.B.31 shall be completed.
 5. Sight distances for the driveway access points shall be provided.
 6. A non-building waiver note shall be added to the plan since no DEP planning modules are required for this subdivision.
 7. Windsor Township reserves the right to make additional comments.

Motion carried. Five votes yes.

7. IAWA & YORK EXCAVATING Preliminary/Final Land Development Plan – Plan #428.6 by Site Design Concepts, 3 Lots on E. Prospect Road (02/01/16)

Mr. Anderson advised the following waivers were being requested:

1. Waivers of Sections 304.2.B & 305.2.B for the scale of the drawing and the sheet size of the plan. Mr. Anderson advised the ordinance calls for sheet size of 22" x 34" but the plans they submitted are 24" by 36". Additionally they are proposing a scale of 1:60. Mr. Kraft advised that this was not a problem. On the motion of Mr. Ilyes seconded by Mr. Harvey the waiver for the scale and size of the plan was granted. Motion carried. Five votes yes.
2. Waiver of Section 502.2.J for the widening of cartway along East Prospect Road to 32'. Mr. Anderson advised that the existing cartway on East Prospect Road is 28' and the widening of this road would require the relocation of 6 poles and regrading to make this area consistent with all other areas along East Prospect Road. Mrs. Gunnet asked if PennDOT has expressed any interest in having the road widened. Mr. Anderson advised no. Chairman Pilachowski asked if an acceleration or deceleration lane was being proposed for the access drive. Mr. Anderson advised no. Mr. Ilyes advised he was not in favor of the waiver. Mr. Wilson questioned who would require widening of the road. Mr. Anderson advised PennDOT. Mr. Ilyes asked who would pay for it. Mr. Anderson advised the developer would have to pay. Chairman Pilachowski recommended that they let PennDOT make the call of whether the road needs to be widened.

On the motion of Mr. Heffner seconded by Mr. Harvey the waiver requiring road widening was granted. Motion carried. Five votes yes.

3. Waiver of Section 503.1.A for the construction of curbs along East Prospect Road. On the motion of Mr. Wilson seconded by Mr. Ilyes the waiver for the construction of curbs was denied and it was requested that a note be added to the plan stating that curbs must be installed within 6 months of notification by the Township. Motion carried. Five votes yes.
4. Waiver of Section 503.2 for the construction of sidewalks along East Prospect Road. On the motion of Mr. Wilson seconded by Mr. Ilyes the waiver for the construction of sidewalks was denied and it was requested that a note be added to the plan stating that sidewalks must be installed within 6 months of notification by the Township. Motion carried. Five votes yes.
5. Waiver of Section 504 regarding the geometry required for access drive. Mr. Anderson advised that that ordinance requires non-residential access drives be constructed to local road standards. He advised that the proposed access has been designed as a driveway with a 40' radius and a K value of 4% with a maximum speed limit of 15 mph which does not meet the requirements of the ordinance. He further advised that in order to meet the ordinance requirements they would not be able to construct the buildings as they are proposed. Mr. Ilyes questioned whether a fire truck could make the turn as proposed. Mr. Anderson advised that a fire truck would be able to get through the access; however it was felt that a fire truck would not use the access drive but would set up along East Prospect Road in the event of an emergency. Mr. Kraft advised that he thought the proposed access drive was acceptable. On the motion of Mr. Ilyes seconded by Mr. Wilson the waiver was granted. Motion carried. Five votes yes.
6. Waiver of Section 306.S for required fencing around existing basin. Mr. Anderson advised that the existing basin is already cordoned off from existing residential uses by a stream on one side and a fence along the other side. He advised that there have been no past issues with the basin and didn't feel fencing at this time is warranted due to the barriers that currently exist around it. Chairman Pilachowski asked if the basin would be enlarged. Mr. Anderson advised they are proposing a modification to the outlet structure and the emergency spillway. However, they are not proposing to enlarge the basin. Mr. Allison advised that the ordinance was updated to include this requirement with residential development in consideration. On the motion of Mr. Heffner seconded by Mr. Wilson the waiver was granted. Motion carried. Five votes yes.
7. Waiver of Section 306.R for setback requirements for Stormwater Management facilities. Mr. Anderson explained that portions of the proposed swales have been located within the building setback lines in order to manage stormwater. Mr. Kraft advised that he has reviewed the proposed swales and doesn't feel there is a problem with what is being proposed. On the motion of Mr. Wilson seconded by Mr. Ilyes the waiver was granted. Motion carried. Five votes yes.

Mr. Kraft reviewed his outstanding comments. Mr. Allison reviewed his outstanding comments.

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

1. The following waivers of the Subdivision and 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; Scale of the drawing, and sheet size.
 - Section 502.2.J; Widening of East Prospect Road.
 - Section 503.1.A; Construction of curbs along East Prospect Road.
 - Section 503.2; Construction of sidewalks along East Prospect Road.
 - Section 504; Geometry required for the access drive.
2. The following waivers of the Stormwater Ordinance must be requested and granted by the Board of Supervisors prior to plan approval. Approval dates must be provided on the plan.
 - Section 306.S; Fencing required around the existing basin.
 - Section 306.R; Location of Stormwater Management facilities.
3. Security must be posted prior to plan approval.
4. A photometric plan and complete list of lighting details must be provided for review.
5. Please provide a “potential” outdoor signage calculation table on the plan for the proposed lots per Section 313 of the Zoning Ordinance.
6. Please provide a separate sheet C-4 with the hydrants located and profile/detail identifying the proposed Emergency Access in order to submit to the Windsor Township Fire & Rescue Association for review and approval.
7. As discussed in the staff meeting, the required shade trees locations shall be measured at the expected mature canopy diameter from the facade (15') and noted on the plan.
8. An agreement and funds must be posted as required for the Municipal Stormwater Maintenance Fund.
9. Landscape Plan Accuracy note needs to be revised to reference the Zoning Ordinance.
10. The York County Uniform Parcel Identification numbers for all lots shall be placed on the Cover Sheet once they have been given to the proposed subdivided lots based on the IMAW Final Subdivision Plan for the site.
11. A notarized statement by the Owner as required by Section 304.2.B.31 shall be completed.
12. Erosion and sedimentation control plans and post-construction stormwater management plans are required by the York County Conservation District. A copy of all environmental plans shall be provided to the Township. A copy of all issued environmental earth disturbance permits shall be provided to the Township.
13. The applicant shall provide a cost estimate of public improvements for establishment of financial security.

14. All appropriate sewage facilities planning modules shall be submitted with any future submission.
15. No plantings shall be placed within the sanitary sewer easement areas.
16. The profile of storm sewer run B5-B1 Endwall does not show the proposed subsurface infiltration beds 2.B or 3.A. An impermeable barrier shall be placed on the down slope side of the storm sewer pipe run, as it exits the subsurface infiltration bed areas to prevent undermining of the proposed pipe and retain the function of the proposed subsurface infiltration beds. Additionally, the barrier shall extend along the eastern edge subsurface infiltration bed 3.A to direct infiltration down and not seeping into the bioretention side slopes.
17. Profiles of all swales shall be provided on the plans.
18. The subsurface infiltration bed drainage areas need to be verified. All beds have been delineated to show they are receiving runoff flow from portions of areas that are down slope or not sloped towards the bed. Subsurface infiltration bed 2.B does not have a connection to the proposed stormwater conveyance system or building roof drains, so the only contributing stormwater runoff is the surface above the bed area. Also, Retention Bed 1.A drainage area is not clearly defined as it connects with the drainage area for subsurface infiltration bed 2.A.
19. The applicant shall provide an executed Stormwater Facilities Maintenance and Monitoring Agreement for review and approval. A standard copy of this agreement is found in Appendix A.
20. The applicant is required to pay a fee, to be determined by the Township, to the Municipal Stormwater Maintenance Fund.
21. Pre-Development routing of the existing retention pond has not been taken into account in the design analysis. The existing condition for drainage area A shall take into consideration the pond routing when determining the overall combined peak runoff rate for drainage area A.
22. Pervious pavement areas that require fill material to meet the proposed bottom of pervious pavement AASHTO #3 infiltration and storage area shall be filled using additional stone and not compacted soil.
23. Inverts and top of grade information for storm sewer run B should match between plans and report.
24. Bioretention 1.A cross section and spillway profile shall be revised to reflect the proposed conditions on the site plans. The precast inlet and pipe shall be removed from profile.
25. Worksheet #11 for swale 2.B shall be checked as the slopes between the plans and worksheet do not match. Plans and report shall be matching.
26. Note #23 on Sheet C-2 is a duplicate of Note #30.
27. Windsor Township reserves the right to make additional comments.

Motion carried. Five votes yes.

8. Plans tabled:

- 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 (12/1/12) – On the motion of Chairman

Pilachowski seconded by Mr. Wilson this plan along with 8B, 8C, 8D, 8E & 8F were tabled. Motion carried. Five votes yes.

- B. 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 8A.
- C. 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 8A.
- D. 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 8A.
- E. 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 8A.
- F. 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 8A.

7. Planning Commission Comments – There were none.

8. The meeting of the Windsor Township Planning Commission adjourned at 7:14 P.M.

Respectfully submitted,

Kipp D. Allison
Zoning Officer