

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: May 6, 2026

To: Mayor and Town Council; President and Board of Directors
From: Kat Harvey, Senior Civil Engineer
Subject: Acceptance of Public Improvements Associated with the 6500 Old Redwood Highway Subdivision

Recommendation to Council:

1. Adopt a Town Council resolution accepting the public improvements and approve the Final Map associated with the 6500 Old Redwood Highway Subdivision.
2. Adopt a Windsor Water District resolution accepting the sanitary sewer and water improvements and Windsor Water District Facilities associated with the 6500 Old Redwood Highway Subdivision.

Strategic Plan Element:

The recommended action supports the goal of Livability. Goal Statement: Preserve community character by maximizing the use of existing amenities and creating future opportunities that enhance quality of life for all.

Background:

Land Development projects in Windsor are required to make frontage improvements to enhance safety, accessibility, and connectivity for residents and to expand the public utility infrastructure. These improvements are part of the Town's commitment to creating a safer environment for pedestrians, bicyclists, and motorists, and ensuring that new developments meet the needs of the community. In addition to the frontage improvements along Old Redwood Highway, this project was also required to construct a new residential street, Maywood Lane, with curb, gutter, and sidewalk along with extension of water and sewer on the new public street. On March 28, 2017, The Town of Windsor Planning Commission adopted Resolution No. 639-17 approving a Tentative Map for this eight-lot subdivision located at 6500 Old Redwood Highway Subdivision (MJS 15-31), subject to the Conditions of Approval. A Tentative Map shows the proposed layout and details of the planned development and the Conditions of Approval outline the specific requirements and limitations under which the development may proceed.

In conformance with the Tentative Map and Conditions of Approval, the private and public components of the project were designed and submitted to the Town for review which ultimately led to approval of the design of the public improvements and Final Map in August 2023. A Final Map is a legal document that formally creates five or more new lots by subdivision of the property. It is recorded with the County Recorder after all tentative map conditions have been satisfied. Construction of the public improvements began in November of 2023 and the public improvements were completed in March of 2026.

During and after construction of the public improvements, the Town inspects the work to ensure that it meets the community's standards. Once complete, the Town must take action to take ownership of the

new infrastructure by formally accepting it.

Discussion:

6500 Old Redwood Highway Subdivision has completed the public improvements as required per the Conditions of Approval and as shown on the improvement plans titled “Schellinger Brothers Subdivision – MJS 15-31 - 6500 Old Redwood Highway” dated October 28, 2023.

The public improvements for the project consist of the construction of roadway improvements for Maywood Lane and Emmerson Street. The project includes sewer, water, storm drain, roadway paving, curb and gutter, sidewalks, pedestrian curb ramps, streetlights, striping, landscaping and other miscellaneous improvements as shown on the plans.

The developer has provided a standard ten percent maintenance security in the amount of \$32,833.03 for the one-year warranty period for the completed public improvements. The Town will assume maintenance responsibility for the public improvements recommended for acceptance at the end of the one-year warranty period, except for the sidewalk, which will remain the property owner’s responsibility to maintain.

The Public Improvements have been completed to the satisfaction of the Town Engineer; fulfilling this obligation and allowing the map to be recorded. Town staff have reported that the map, including all of the dedicated easements for roadways, utilities and Windsor Water District Facilities, conform to the requirements of the State Subdivision Map Act and the Town of Windsor Subdivision Ordinance.

Fiscal Impact:

There is no fiscal impact associated with this action. After the one-year maintenance period, the Town will be responsible for ongoing maintenance of the public improvements, except the sidewalk which will continue to be maintained by the property owner consistent with Town policy.

Environmental Review:

The project has been determined to be exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332: In-Fill Development Projects which exempts certain in-fill development projects.

Attachment(s):

1. [Town Council Resolution -Acceptance of Public Improvements for 6500 ORH Subdivision](#)
2. [WWD Resolution - Acceptance of Public Improvements for 6500 ORH Subdivision](#)
3. [Location Map](#)
4. [Public Improvements Overview Plan - 6500 ORH Subdivision](#)

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