

## **TOWN OF WINDSOR AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** July 16, 2025

**To:** Mayor and Town Council  
**From:** Kat Harvey, Senior Civil Engineer  
**Subject:** Adopt a Resolution Authorizing the Town Manager to Sign an Amended and Restated Overlook Subdivision Public Access Easement Agreement and an Amended and Restated Overlook Subdivision Declaration of Covenants Agreement for Overlook Subdivision Phase 2

**Recommendation to Council:**

Adopt a resolution authorizing the Town Manager to sign an Amended and Restated Overlook Subdivision Public Access Easement Agreement and an Amended and Restated Overlook Subdivision Declaration of Covenants related to Maintenance of Storm Water LID BMPs Agreement for Overlook Subdivision Phase 2, located at 7700 Windsor Road.

**Strategic Plan Element:**

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

**Background:**

The Overlook Subdivision map was recorded on September 29, 2021. This map created twelve residential lots and one parcel. The parcel consisted of a common open space area and Barbara's Lane, the private road through the subdivision. An Overlook Subdivision Public Access Easement Agreement and an Overlook Subdivision Declaration of Covenants related to Maintenance of Storm Water LID BMPs agreement were recorded with the map.

The Developer, Phil Richardson submitted an application requesting approval of a Tentative Parcel Map for Overlook Phase 2, to subdivide the parcel created by the Overlook Subdivision map into two residential lots and a parcel. The parcel will be the private roadway through the development. The Notice of Decision No. 165-23 approved the map and was approved by the Administrative Hearing Officer on July 19, 2023.

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**Discussion:**

The Overlook Phase 2 parcel map, the Overlook Subdivision Public Access Easement agreement was modified to include the two additional lots and parcel. That agreement is now titled the Amended and Restated Overlook Subdivision Public Access Easement Agreement. The Overlook Subdivision Declaration of Covenants related to Maintenance of Storm Water LID BMPs Agreement was modified to include the two additional lots and a parcel and is now titled the Amended and Restated Overlook Subdivision Declaration of Covenants related to Maintenance of Storm Water LID BMPs agreement. Both agreements require the Town Manager to sign and will be recorded with the Overlook Phase 2 parcel map.

**Fiscal Impact:**

There is no fiscal impact as a result of this item.

**Environmental Review:**

This action does not constitute a “project” within the meaning of California Environmental Quality Act (CEQA) Guidelines Section 15378 and required no environmental review.

**Attachment(s):**

1. [Resolution](#)
2. [Site Plan](#)
3. [Location Map](#)
4. [Amended and Restated Declaration of Maintenance](#)
5. [Amended and Restated Public Access Easement Agreements](#)

**Prepared by:**

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**Reviewed by:**

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Deputy Director of Engineering

**Reviewed by:**

Shannon Cotulla  
Public Works Director/Town Engineer

**Approved by:**

Jon Davis  
Town Manager