

**LOWER WINDSOR TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
OCTOBER 22, 2025**

The Lower Windsor Township Planning Commission held its regular meeting in person at the Municipal Building located at 2425 Craley Road, Wrightsville, PA 17368. Hollis Bedell called the meeting to order at 6:30 p.m. Also present were Planning Commission members Marzena Wolnikowski, Kelly Skiptunas, Rachel Sollenberger, and Becky Pfeiffer, Zoning Officer Monica Love, Permits Assistant Andrea Hodge, Supervisor Barry Strayer and one audience member. Mrs. Sollenberger was called out of the meeting about 6:45.

All attendees pledged allegiance to the flag.

PUBLIC COMMENT

None

MINUTES

Mrs. Wolnikowski noted a grammatic error in the meeting minutes of September 25, 2025. Dr. Bedell made a motion to approve with that correction. Mrs. Wolnikowski seconded. The motion passed 5-0.

NEW BUSINESS

Planning Module for Youmans four (4) lot subdivision on Knights View Road, which the members reviewed a few months ago. Dr. Bedell noted both boxes of G.2 of the application are checked, which will need to be revised.

Dr. Bedell made a motion to approve the planning module and have Ms. Love fill out the required pages. Mrs. Skiptunas seconded. The motion passed 5-0.

Zoning Hearing case 2025-09, River Ridge Townhomes Requesting a special exception of **§470-09 All other Uses** and variances of **§470-12** for front yard setback, and lot coverage, and a variance of **§470-34.A Height modification**.

Mark Magrecki, RLA, from Penn Terra Engineering presented the requests for River Ridge Townhomes LLC, which is the owner of the lots involved. This first request is on three (3) lots which will need to be consolidated, and a land development plan approved by the Township, if the relief is granted. The addresses are 435, 437 and 439 Winding Way. The special exception is for a use not provided for in the Zoning Ordinance, a Community Center for the development. This would include a building, a swimming pool, pavilion, tot lot/playground and possibly a bocce court and fire pit. These amenities would be private use for the development and are typically provided in Joe Deerin's (owner of River Ridge Townhomes) communities.

The variance requested of **§470-12** front setback is specifically for a cantilevered portico to extend out to the street right-of-way line for passengers to alight in inclement weather. The required setback in the PRD approval was 18'. While the front face of the building will be behind the setback, the overhang will have a 0' setback.

The lot coverage part of the variance of **§470-12** assumes the three (3) lots have been consolidated and should have no more than 60.5% coverage under the PRD approval. The estimated coverage is 78.79%. Mr. Magrecki noted that if the development as a whole is viewed for the coverage, it is well under the requirements, as numerous townhomes have much less coverage than the maximum allowed. 18% of the coverage is the Tot lot/playground which may be poured rubber surface or artificial turf, which would not be impervious.

The third variance is **§470-34.A** height modifications. The developer would like to install a 100' high flagpole located between the tot lot/playground and the Community Center. While height regulations do not apply to a flagpole, they are required to be setback the height of the pole from the property lines or right-of-way.

Dr. Bedell's objection to the flagpole is the night-time illumination. The Comprehensive Plan specifically addresses that issue in the rural township, as well as interfering with the views of the river. This is not in keeping with the Comp plan and what it is trying to accomplish.

Discussion around the flag and its visibility took several minutes. Is the 100' height enough to be seen from the river or even from across the river? That is unknown.

Ms. Love noted that the 100' "fall area" goes out into Winding Way, which will eventually be dedicated to Lower Windsor Township, and while collapse of flag poles is not a regular occurrence, falling ice during storms could be an issue.

Dr. Bedell made a motion to recommend the ZHB grant the special exception of **§470-09** for this community center on the 3 lots. Mrs. Skiptunas seconded, and the motion carried 4-0.

Dr. Bedell made a motion to recommend granting the setback variance of **§470-12**. Mrs. Wolnikowski seconded, and the motion passed 4-0.

Dr. Bedell made a motion to recommend granting the lot coverage variance of **§470-12**. Mrs. Wolnikowski seconded, and the motion passed 4-0.

Dr. Bedell made a motion to deny the variance of the height modification **§470-34.A**. Becky Pfeiffer seconded the motion, which carried 3-1 (Mrs. Skiptunas dissenting). The members recommend reducing the height and/or moving the flagpole to the rear of the building, which would not encroach on the street, but would instead be closer to the open space, which is owned by GRH2, who has been involved with the developer/owner, and likely not to object.

Zoning Hearing case 2025-10, River Ridge Townhomes, 250 Winchester Ct. (lot 116) There are three variances requested for this lot, which is at the end of the cul-de-sac where many of the townhomes are located. The proposed development is a parking lot. The original plans called for a single-family dwelling on this lot, however Mr. Deerin believes additional off-street parking is needed. A variance of **§470-08** is required for a parking lot within the Residential Zone.

A variance of **§470-36.D** is required for the parking setback (it is proposed to go over the property line onto the open space lot). An easement will be required from the open space owner.

A variance of **§470-36.K** Interior landscaping is needed on all lots greater than 10 spaces. The Planning Commission recommends that shade trees be planted around the extents of the parking lot.

Dr. Bedell made a motion to recommend the Zoning Hearing Board grant the variance of **§470-08** for the use of the lot. Mrs. Skiptunas seconded the motion. The motion carried 4-0.

Dr. Bedell made a motion to recommend granting the variance of **§470-36.D** to not require the parking setback and permit the parking lot to extend onto the open space lot but that an easement be required. Mrs. Skiptunas seconded and the motion carried 4-0.

Dr. Bedell made a motion to recommend granting the variance of **§470-36.K** to not require the interior landscaping. Mrs. Skiptunas seconded and the motion carried 4-0.

Zoning Hearing case 2025-11, River Ridge Townhomes, 438 Winding Way (lot 184) Two (2) variances are requested, **§470-08** the parking lot use, and **§470-36.K** to not require the interior landscaping of 10%.

Dr. Bedell made a motion to recommend the Zoning Hearing Board grant the variance of **§470-08** for the use of the lot. Mrs. Skiptunas seconded the motion. The motion carried 4-0.

Dr. Bedell made a motion to recommend granting the variance of **§470-36.K** to not require the 10% minimum interior landscaping. Mrs. Wolnikowski seconded and the motion carried 4-0. The members noted that the two interior islands could be removed to provide two additional parking spaces, as there was concern that sufficient parking for the Community Center was lacking. If a resident has a birthday party or baby shower, will there be adequate spaces for the party and the members who may want to use the center.

OLD BUSINESS

Zoning Ordinance Review –

The members reviewed the Special Temporary Permit requirements along with the ECHO housing information given. Dr. Bedell will provide some examples that she found and liked, but thinks the 30-day requirement for removal after the fact is too short and should be 60 or 90 days. Ms. Love will pull something together and try to have it to the members by the November meeting. Dr. Bedell reminded the members that they are to be reviewing the draft zoning ordinance, and can send questions and comments at any time, they do not have to wait for a meeting.

The definitions of Child Care Facilities have been revised to meet the requirements in the PA Department of Human Services.

There being no additional business, the meeting was adjourned at 7:49 p.m.

Respectfully submitted,
Monica Love
Zoning Officer