

**LOWER WINDSOR TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 19, 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 Kelly Skiptunas, Marzena Wolnikowski, and Becky Pfeiffer, Zoning Officer Monica Love, and Supervisor Barry Strayer.

All attendees pledged allegiance to the flag.

PUBLIC COMMENT

None

MINUTES

Dr. Bedell made a motion to approve the meeting minutes of October 22, 2025. Mrs. Skiptunas seconded. The motion passed 4-0.

NEW BUSINESS

Property Maintenance Code discussion. The Board of Supervisors directed the Planning Commission to review the possibility of creating a Property Maintenance Code. The members disagreed on the efficacy of a code, the ability of staff to enforce it, and whether it will make any difference. There are numerous properties in disrepair the Township has been attempting to get cleaned up over years, how will they get anything done.

Boarding up a house would also signal to emergency services that the building is empty and does not need to be cleared in the event of a fire.

Ms. Pfeiffer noted that there are a lot of property owners who do not have the financial wherewithal to make some of these repairs. Can we refer them to a program to help make these repairs rather than fine them? Are there service organizations? Ms. Love noted there are programs available at the county level that we can reference.

Trash and junk can be addressed in a junk & debris ordinance and the dangerous buildings ordinance can possibly be clarified and made more specific. There should be something that addresses vermin, insect and/or rodent infestation. If those ordinances can be included all in one place it would be easier to enforce.

The members will look through the Property Maintenance Code that was provided and will highlight the requirements they think are important to address, without getting too intrusive.

OLD BUSINESS

Zoning Ordinance Revision Review – Dr. Bedell requested the Special Temporary Permits include a site plan with the application. The wording of the septic and water requirements must be clarified. The removal of a mobile home should be within 60 days, not 90 days. Mrs.

Wolnikowski believes the location should only be in the side or rear yard. The members believe the renewal fee should be higher than \$25. Should Special Temporary Permits be allowed in all districts where residential uses are permitted, or should it be restricted.

On the effective date of this Chapter and other places it's the effective date of the Zoning Ordinance – the verbiage should be consistent. Dr. Bedell will forward her notes on issues she has found so far.

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

Respectfully submitted,
Monica Love
Zoning Officer