

**LOWER WINDSOR TOWNSHIP
PLANNING COMMISSION
WORKSHOP MINUTES
FEBRUARY 19, 2025**

The Lower Windsor Township Planning Commission held its workshop in person at the Municipal Building located at 2425 Craley Road, Wrightsville, PA 17368. The meeting was called to order by Chair Hollis Bedell at 6:35 p.m. Also present were Planning Commission member Rachel Sollenberger. Members Kelly Skiptunas, Marzena Wolnikowski and Becky Pfeiffer were absent. Zoning Officer, Monica Love, Permit Assistant Andrea Hodge, Township Engineer John Affriol, P.E. and Township Supervisor Barry Strayer were also present.

No public Comments

New Business – none

OLD BUSINESS

Short-term rental ordinance was reviewed and revised by John Affriol and Andrew Herrold. Mr. Herrold recommended a section for appeal, but the majority of our stand-alone ordinances don't speak to appeals, they are appealed to the Board of Supervisors. Also, the section on Marketing was an issue, so that was rewritten. The members were satisfied with that revision.

Dr. Bedell pointed out two typographical errors, and both members noted the number of Whereas were excessive, unnecessary and unfriendly sounding.

Allowance for accessory structure as a short-term rental was not changed – that is not what the Planning Commission wants to see.

Township Engineer John Affriol began with the review of the Conservation by Design ordinance, and the members agreed that some re-wording will be needed to make the use of it easier to read, and interpret. The question to start with is "What is the minimum number of homes needed to create a viable HOA?" and if that number should be higher than the five (5) we currently have, we should still require a subdivision of less than ten (10) to provide open space for the lots. Conservation by Design requires an HOA to maintain the open space.

The base density for the Residential and Waterfront Recreation districts are 1 lot/acre, in the Village district base density is 2 lots/acre. Using Conservation by Design allows those numbers to be raised to 4 lots/acre and 6 lots/acre respectively. After much discussion, members settled on 10 lot developments being required to use the Conservation by Design section of the ordinance, and for subdivisions or developments under 10 acres there be open space requirements added to the Residential, Village and Waterfront Recreation sections of the Zoning Ordinance. Additionally, John will rework the language in Article IV to make it less awkward and easier to interpret.

Addressing the residential lots under one (1) acre in the Agricultural District, Mr. Affriol does not recommend using an overlay district, but instead to add language into the Section which sets forth the requirements of the district to allow lots that do not conform to the minimum lot size requirements, will need to meet the requirements for the Residential district, for setbacks, and lot coverage. That would protect the Township from what could be seen as arbitrary.

Ms. Love will rework that language and present it to the members.

Mr. Affriol will further review the requirements for parking and illumination at a later date, when we have more of the members present, and after he has time to review neighboring municipalities' requirements.

There being no additional business,
Dr. Bedell adjourned the meeting at 7:30 p.m.

Respectfully submitted,
Monica Love
Zoning Officer