

**LOWER WINDSOR TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
FEBRUARY 24, 2022**

The Lower Windsor Township Planning Commission held its regular meeting in person at the Municipal Building located at 2425 Craley Road, Wrightsville, PA 17368. The meeting was called to order by Chair Julia Parrish at 6:30 p.m. Also present were Planning Commission members Hollis Bedell, Kelly Skiptunas, Marzena Wolnikowski, and Township Manager Sande Cunningham. Jessica Fieldhouse from C.S. Davidson, Township Engineer and Pam Shellenberger of York County Planning as well as three (3) residents were in attendance. Henry Smeltzer, new member was not in attendance. All attendees stood for the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**MINUTES**

Hollis Bedell made a motion to approve the minutes of January 27, 2022, as written, Kelly Skiptunas seconded. Motion carried 4 – 0.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**OTHER BUSINESS**

Jessica Fieldhouse began the Comprehensive Plan update discussion. A draft schedule of the update was provided. For March, the plan is to review the data analysis - the demographics, the housing information, and the update of the existing land use allocations, so that we can see how that has changed.

Key person interviews: There were two different people who brought up the fact that Lower Windsor is a dry township, but conversely were concerned about the traffic and the speeding on Long Level.

The interviews identified the need for traffic calming along Long Level as a significant issue, and the fact that that area is so integral to the recreation, historic and the environmental component of the Comp Plan requirements. The waterfront recreation is a critical area of the Township and should be discussed in depth in the Comprehensive Plan. Any improvements or traffic calming would require a partnership with PennDOT because Long Level is a state road. If the long-term objective is to have traffic calming, the comprehensive plan starts that conversation. In the implementation steps, the plan could include a discussion with PennDOT and partnership to raise those concerns to their level.

Ms. Fieldhouse noted that other Key person interviews included the chief of police and Sergeant Thomas, the public works supervisor and a former Board member. Outside of the township, the director

of Eastern York Recreational Authority, the director of the Zimmerman Center, Long-level Marina and the emergency management coordinator for Eastern York County were interviewed. Those people have interest in areas of the township that the comprehensive plan will cover - either work, live or operate a business in the Township, and their concerns might be different from how the committee looks at the Plan.

Dr. Bedell suggested that a follow-up interview with the Long Level group should include residents from that area and the commission members. As priority areas are identified, community outreach to specific locations can be scheduled.

Key person interview with Modern Landfill was discussed. They own all of the industrial land in the Township and are a huge business within the Township. Any questions would need to be scripted and run through Lower Windsor's Solicitor, but it is likely a necessary interview to have.

Another key interview should be Brookfield Energy. They are a large property owner and have a great impact on the waterfront area.

Ms. Fieldhouse said the survey questionnaire cover sheet was taken from a survey Supervisor Rohrbaugh provided, was retyped and revised to more represent the feel of Lower Windsor. Discussion centered on what additional information should be included or things that should be explained to residents. Ms. Parrish noted it should be as brief as possible, 'We are updating the plan and want your feedback'. The list of locations for the surveys were considered and revised.

The first 12 questions are a bit personal and are there to help us gauge the level of diversity of the responders.

Ms. Fieldhouse and Ms. Love will coordinate with Eastern York School District and will ask to approve the senior students fill out the survey and attend a meeting for which they may get a number of community service hours. That key interview has yet to be scheduled and will be discussed with the superintendent.

The median income question is to gauge household income. The poverty line in York County was discussed, and the question revised.

The vision statement was modified by comments from the committee. Discussion centered on the questions on the survey. Several items were added, revised, and removed. It was agreed that all members would have their revisions to Ms. Fieldhouse by March 3, in order for the survey to go to the Supervisors at their March 10<sup>th</sup> meeting. Copies of the final draft survey and cover letter are attached.

Ms. Parrish adjourned the meeting at 7:40 p.m.

Respectfully submitted,  
Monica Love  
Zoning Officer