

**LOWER WINDSOR TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
FEBRUARY 26, 2026**

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 Hollis Bedell at 6:30 p.m. Also present were Planning Commission members Kelly Skiptunas, Marzena Wolnikowski, and Becky Pfeiffer; Township Manager, Sande Cunningham, Engineer John Affriol, P.E. and four (4) audience members. All attendees stood for the Pledge of Allegiance.

**REORGANIZATION**

Upon a motion by Ms. Pfeiffer, Hollis Bedell was nominated as Chair. Motion carried 4 to 0. Dr. Bedell nominated Kelly Skiptunas as Vice Chair; Ms. Pfeiffer seconded. Motion passed 4 to 0. Dr. Bedell nominated Becky Pfeiffer as secretary. Mrs. Skiptunas seconded; motion carried 4 to 0.

**PUBLIC COMMENT**

None

**MINUTES**

Dr. Bedell made a motion to approve the meeting minutes of December 17, 2025, as written, Mrs. Skiptunas seconded. Motion passed 4-0.

**NEW BUSINESS**

**Plan 631-26SLD - 2028 Long Level Rd.**

This is a two (2) lot subdivision in the Waterfront Recreation district. Steve Gergely, P.E. of Harbor Engineering presented the plan for Scott and Mary Clinton, lease holders of the property from Safe Harbor, owners of the lot. The Planning Commission saw this project a few months ago for the variance request to create the two (2) non-conforming lots from the one (1) existing lot. The entirety of the property is within the SFHB otherwise known as the 100-year floodplain.

Mr. Gergely stated that Safe Harbor is subdividing the property in order to sell the portion on the west side of Long Level Road to the Clintons. Safe Harbor is unable to sell the portion along the riverfront due to the FERC boundary. Safe Harbor is required to maintain control of the properties within that boundary. The portion of the lot west of Long Level Rd. will contain the single-family dwelling which the Clintons will own.

The septic system for the dwelling is on the east side of Long Level Rd. (riverside), and an easement is being created for the benefit of lot 1 (the dwelling lot). A Non-Building Waiver is required to be signed by the Township Sewage Enforcement Officer. That is still in process. Mr. Gergely explained that if the current septic system were to fail, the only option for the dwelling would be a holding tank, or a small package treatment plant, which would outfall at the river. Lot 1 is too small to have a replacement septic system and meet the requirements of the well isolation distance.

A street tree is required and proposed on the western lot, however on the east lot the septic system will not allow for a tree. That is the first requested waiver - §410-44. The second requested waiver is §410-38 to not pay the -fee-in-lieu of parkland dedication as this subdivision is not creating a new building lot.

A waiver/modification is requested of §410-19.B(20) to not show the existing features within 400 feet of the property.

Mr. Affriol noted that the majority of any remaining outstanding items are administrative only.

Mrs. Skiptunas asked what the intent is for Lot 2 (along the river). She asked if they would be installing a travel trailer. Mr. Clinton stated that they will hold a transferrable lease for Lot 2, and do not intend any RV parking there.

Dr. Bedell made a motion to recommend the Board grant the three (3) waiver/modifications, and recommended approval of the plan with the conditions that the SEO approves the Non-Building Waiver; the easement agreement is reviewed by the Township Solicitor, and all outstanding issues from Mr. Affriol's letter be addressed before the plan is recorded. Mrs. Wolnikowski seconded and the motion passed 4-0.

## **OLD BUSINESS**

At the workshop March 18, the Planning Commission will review the comments that the York County Planning Commission made on the Zoning Ordinance rewrite.

Ms. Love is currently reviewing those recommendations in preparation for that meeting.

The Planning Commission asked about the Property Maintenance Code request that came from the Board of Supervisors. Is it still necessary? Staff will discuss this with the Board.

There being no additional business,

Dr. Bedell adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Monica Love

Zoning Officer