

**LOWER WINDSOR TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
AUGUST 22, 2024**

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 Becky Pfeiffer, Kelly Skiptunas and Rachel Sollenberger; member Marzena Wolnikowski was absent with prior notice. Zoning Officer, Monica Love, Permit Assistant Andrea Hodge, and Supervisor Barry Strayer were also present. All attendees stood for the Pledge of Allegiance.

**MINUTES**

Dr. Bedell made a motion to approve the minutes of workshop of July 25, 2024, with no revisions; Mrs. Sollenberger seconded. Motion passed 4-0.

**NEW BUSINESS**

None

**OLD BUSINESS**

Zoning Ordinance review:

Rural Occupations, Cottage Industry, Personal Service Business and Small Retail were discussed.

Remove Personal Service Business description – no difference between personal service business & Retail Store – the regulations are the same, separating them doesn't make sense.

Cottage industry has foot traffic – No impact home business has no foot traffic. Cottage industry should be a Special Exception in the Residential District.

Community building/Community center use is not a permitted use in residential district. Club Room, Club Grounds, meeting hall, Social Club, is the closest use, but these are not permitted in the Residential District. The above use should be added as a Special Exception in the Residential District, with requirements that are restricted to a Community Center within the Specific Use.

- J. Within the Residential District, a community building is permitted as a Special Exception within a specific development. Parking setbacks, and landscape buffers are not required within the development, however parking is required per the Ordinance, and lot coverage must meet the requirements of the underlying zone.

Truck Terminal, Warehouse uses were discussed. They are permitted only in the Industrial District, and a few requirements were added to both uses.

- E. All service and/or repair activities shall be conducted within a completely enclosed building.
- F. The outdoor storage of inoperable machinery or vehicles waiting for repair must be in a fenced and screened area. Fencing shall be a minimum of eight (8) feet in height.
- G. Flammable or explosive liquids, solids or gases stored in bulk shall demonstrate compliance with all applicable regulations of the United States Environmental Protection Agency, the PA Department of Environmental Protection, and the Pennsylvania State Police, Fire Marshall Division, including notification and registration requirements.

- H. No door openings for any loading areas shall be constructed facing any adjacent residential use.

**§ 470-?? Vehicle Charging Station, Electric**

Ms. Love will find some additional regulations for the Members to review.

8" high curb, outdoor trash receptacles, parking spaces may not be counted toward the Township required number if they are used for EV Charging should all be addressed.

**§ 470-?? Schools, Private & Public**

**§ 470-?? Dwelling, Temporary Recreation**

- E. Within the Agricultural, Residential and Village Districts a Recreation Dwelling is permitted for a maximum 30 days to allow for visiting family and friends, provided that the vehicle is parked off-street, no septic connection is permitted, and accessory structure side and rear setbacks are followed.

The remaining issues must be discussed and will be on the agenda for September workshop. Age Restricted Community, Short Term Rentals, Schools, Public and Private, and Schools, Commercial. Ms. Love and Dr. Bedell will provide information for the members to review, well in advance of the workshop.

When the Specific uses section is complete, we will move on to Definitions, and then Parking.

There being no additional business, Dr. Bedell adjourned the meeting at 7:38 p.m.

Respectfully submitted,  
Monica Love  
Zoning Officer