

**LOWER WINDSOR TOWNSHIP
PLANNING COMMISSION
WORKSHOP MINUTES
JANUARY 15, 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 members Kelly Skiptunas, Marzena Wolnikowski and Becky Pfeiffer. Member Rachel Sollenberger was absent with prior notice. Zoning Officer, Monica Love, and Township Supervisor Barry Strayer were also present.

OLD BUSINESS

Monica Love presented a virtual training event for the Planning Commission, which is scheduled for March 19, 2025, an advertised workshop meeting. It will be held in the Township Conference Room for all to attend.

At the request of Dr. Bedell, Ms. Love updated the members on the outstanding residential developments, last reviewed in 2021. The list is attached hereto.

Township Engineer John Affriol will be attending the February workshop to discuss the following items in the revised Zoning Ordinance:

- Conservation by Design
- Overlay District for Agricultural lots > 1 acre
- Parking
- Illumination

Zoning Ordinance Revisions - starting with the revisions to the uses definitions in **Article II** Text shown in red is new – to be added to the Zoning Ordinance, text in black is existing within the current Zoning Ordinance, struck-out text is to be removed.

The airport terms will be grouped together

AIRPORT TERMS

AIRPORT HAZARD

Any structure or object, natural or man-made, or use of land which obstructs the airspace required for flight or aircraft in landing or taking off at an airport or is otherwise hazardous as defined in 14 CFR Part 77 and 74 Pa.C.S.A. § 5102.

AIRPORT HAZARD AREA

Any area of land or water upon which an airport hazard might be established if not prevented as provided for in this chapter and the Act 164 of 1984 (Pennsylvania Laws Relating to Aviation).

AIRPORT/AIRSTRIP

Facilities for the storage, maintenance, takeoff and landing of fixed wing, motorized aircraft.

APPROACH SURFACE (ZONE)

An imaginary surface longitudinally centered on the extended **airport** runway center line and extending outward and upward from each end of the primary surface. An approach surface is applied to each end of the runway based on the planned approach. The inner edge of the

approach surface is the same width as the primary surface and expands uniformly depending on the planned approach. The approach surface zone, as shown on Figure 1 in the Airport District Overlay, is derived from the approach surface.

CONICAL SURFACE (ZONE)

An imaginary surface extending outward and upward from the periphery of the horizontal surface at a slope of 20 feet horizontally to one foot vertically for a horizontal distance of 4,000 feet. The conical surface zone, as shown on Figure 1 in the Airport District Overlay, is based on the conical surface.

HORIZONTAL SURFACE (ZONE)

An imaginary plane 150 feet above the established airport elevation that is constructed by swinging arcs of various radii from the center of the end of the primary surface and then connecting the adjacent arc by tangent lines. The radius of each arc is based on the planned approach. The horizontal surface zone, as shown on Figure 1 in the Airport District Overlay, is derived from the horizontal surface.

PRIMARY SURFACE (ZONE)

An imaginary surface longitudinally centered on the runway, extending 200 feet beyond the end of paved runways or ending at each end of turf runways. The elevation of any point on the primary surface is the same as the elevation of the nearest point on the runway center line. The primary surface zone, as shown on Figure 1 in the Airport District Overlay, is derived from the primary surface.

RUNWAY

A defined area of an airport prepared for landing and takeoff of aircraft along its length.

TRANSITIONAL SURFACE (ZONE)

An imaginary surface that extends outward and upward from the edge of the primary surface to the horizontal surface at a slope of seven feet horizontally to one foot vertically. The transitional surface zone, as shown on Figure 1 in the Airport District Overlay, is derived from the transitional surface.

ILLUMINATION

LIGHT GLARE

Light emitted by a lighting unit that causes reduced visibility of objects or monetary blindness.

LIGHT POLLUTION

The scattering of artificial light into the nighttime sky, caused by excessive or improperly positioned artificial outdoor lighting, resulting in sky glow, light trespass and glare.

LIGHT TRESSPASS

Light emitted by a lighting unit that shines beyond the boundaries of the property on which the lighting unit is located.

LUMINAIRE – LUMINARIES

A complete lighting unit that includes a light source, housing and electrical component – also known as a light fixture.

LAND DEVELOPMENT

Any of the following activities:

A. The improvement of one lot or two or more contiguous lots, tracts or parcels of land for any purpose involving:

1. A group of two or more residential or nonresidential buildings, whether proposed initially or cumulatively, or a single nonresidential building on a lot or lots regardless of the number of occupants or tenure; or
2. The division or allocation of land or space, whether initially or cumulatively, between or among two or more existing or prospective occupants by means of, or for the purpose of streets, common areas, leaseholds, condominiums, building groups or other features

B. A subdivision of land. Development in accordance with the MPC, Section 503 (1.1).

The following shall not be considered a "land development":

1. The conversion of an existing single-family detached dwelling or single-family semi-detached dwelling into not more than three residential units, unless such units are intended to be a condominium.
2. The addition of an accessory building, including farm buildings, on a lot or lots subordinate to an existing principal building.
3. The addition or conversion of buildings or rides within the confines of an enterprise which would be considered an amusement park. For purposes of this subsection, an "amusement park" is defined as a tract or area used principally as a location for permanent amusement structures or rides. This exclusion shall not apply to newly acquired acreage by an amusement park until initial plans for the expanded area have been approved by proper authorities.
4. Expansion of an existing ~~principle~~ principal structure; up to 35% of the existing gross floor area of the building as it existed on the date of this amendment or any subsequently approved land development plan(s); or to a cumulative total gross floor area of 20,000 square feet, whichever is the lesser.

LIGHT – SEE ILLUMINATION

LOADING SPACE

An off-street space for the temporary parking of a commercial hauling vehicle while loading or unloading merchandise or materials and which has access to a street.

NON-CONFORMING LOT

A lot of record prior to the enactment of the Zoning Ordinance of Lower Windsor Township which by reason of area or dimension or which has received a variance for area or dimension and does not conform to the requirements of the district in which it is located.

LOT COVERAGE

The total area of improvements (i.e. building, structures, paving, decks, etc.) on a lot, that when divided by the overall lot area is used to reach a percentage.

LOT LINES

The **property** lines bounding a lot as described in the recorded title. ~~Also referred to as "property lines."~~

FRONT LOT LINE

The property line(s) within or along and/or parallel or most closely aligned with the street right-of-way or access drive. Flag lot front lot lines shall also include the 'body' or 'flag' property line that most closely parallels the street of address.

REAR LOT LINE

The property line(s) most nearly opposite and most distant from the street of address, and most parallel to the street right-of-way line. In the case of a lot having only three (3) lines, a line ten feet in length within the lot, between the two side lot lines which is parallel to (or in the event of a curved lot line, is equidistant to) the front lot line shall be used as the rear line.

SIDE LOT LINE

The property line(s) which determine the depth of a lot and are not front or rear lot lines.

LOT WIDTH

~~For lots having radial side property lines and at least 50 feet of public road frontage (as measured along the street line) the distance between the side property lines as measured along a uniform building setback line; for corner lots, the distance between a side or rear property line and a front property line as measured along a continuous minimum building setback line; for all other lots~~

The distance between the side property lines as measured along a continuous minimum building setback line.

MANUFACTURED HOUSING (MOBILE HOMES)

A transportable, single-family dwelling intended for permanent occupancy, contained in one unit, or in two or more units designed to be joined into one integral unit capable of again being separated for repeated towing, which arrives at a site complete and ready for occupancy except for minor and incidental unpacking and assembly operations, and constructed so that it may be used without a permanent foundation.

MANUFACTURED (MOBILE) HOME LOT

A parcel of land in a mobile home park, improved with the necessary utility connections and other appurtenances necessary for the erection thereon of a single mobile home.

MANUFACTURED (MOBILE) HOME PARK

A parcel or contiguous parcels of land which has been so designated and improved that it contains two or more mobile home lots for the placement thereon of mobile homes.

MANUFACTURED (MOBILE) HOME SALES LOT

An open lot for the retail sale and outdoor display of new or used mobile homes.

MANUFACTURING

Establishments engaged in the mechanical or chemical transformation of materials or substances into new products including the assembling of component parts, the ~~manufacturing~~ fabricating of products, and the blending of materials such as lubricating oils, plastics, resins or liquors.

NATURAL FEATURE

Components inherent to an area – soil types, geology slopes, vegetation, surface waters, drainage patterns, aquifers flood plains, aquatic life and wildlife.

PERSONAL SERVICE BUSINESS

Personal service businesses shall include barber and beauty shops; ~~self-service laundry~~ **service** and dry-cleaning establishments; laundromats; ~~radio and television~~ **electronics** repair; repair shops for home **and/or small** appliances, tools, bicycles, guns, locks, shoes and watches; tailor and dressmaking shops, pet grooming shop or any other establishment of similar nature providing personalized service to customers.

PROFESSIONAL OR BUSINESS OFFICE

An establishment for professional, executive and administrative offices which generally operates on an appointment basis. Business offices shall include **but are not limited to**, advertising agencies, opticians' offices, personnel agencies, and travel and ticket agencies. Professional offices shall include offices of accountants, actuaries, architects, attorneys, clergy, dentists, designers, engineers, insurance and bonding agents, manufacturing representatives, physicians, real estate agents, teachers, **instructors**, and miscellaneous consulting services. Also included are offices of a bank, savings and loan association, credit or loan company, ~~collection agency, or stock and bond broker.~~

SHORT TERM RENTAL

A Single-Family Residence that is used for transient occupancy of not more than 30 days.

Discussion stopped at Specimen tree.

Ms. Love requested the members review the illumination Sec. 470.41 and make recommendations or changes. Also, the Section on Non-conformities may need updated wording. That is Sec. 470-47.

There being no additional business,
Dr. Bedell adjourned the meeting at 8:00 p.m.

Respectfully submitted,
Monica Love
Zoning Officer