

**LOWER WINDSOR TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
OCTOBER 23, 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 6:35 p.m. Also present were Planning Commission members, Kelly Skiptunas and Becky Pfeiffer. Members Rachel Sollenberger and Marzena Wolnikowski were absent. Zoning Officer, Monica Love was also present. All attendees stood for the Pledge of Allegiance.

MINUTES

Dr. Bedell made a motion to approve the minutes of the meeting of August 22, 2024, with no revisions; Mrs. Skiptunas seconded. Motion passed 3-0.

Mrs. Skiptunas made a motion to approve the minutes of the workshop of September 18, 2024, with no revisions or corrections. Dr. Bedell seconded, and the motion passed 3 – 0.

NEW BUSINESS

None

OLD BUSINESS

The members have agreed to schedule the workshops for next year January through October, with none in November or December. A draft schedule will be made available before it goes to the Board for adoption.

Zoning Ordinance review:

The Board of Supervisors has requested that the Planning Commission review the weed and tall grass ordinance to address the invasive weeds (bamboo) issue that was brought up to the Board. Additionally, the changes to the Landscape, Screening and Buffers section of the Zoning Ordinance address noxious weeds that cannot be freely planted. Dr. Bedell will review these requirements with Ms. Love and bring suggestions back to the members.

Within the Conservation by Design requirements of the Zoning ordinance, (§470-20) staff and the Township Engineer suggest revising the requirement to utilize Conservation by Design from 5 lots to 9 lots either with or without a minimum acreage. The wording is found in the first paragraph of the Section and requires any development creating 5 lots or more to review everything within the Conservation by Design Section. There are many areas within the Residential and the Village districts that do not have access to public sewer and water, where it's not economically feasible to develop 5 lots, due to the cost of extending public sewer and water, which allows the developer to make smaller building lots, cluster the lots and preserve the natural features. Changing the 5 lots to 9 lots would allow for several of the parcels between 10 and 20 acres to make pocket developments. This would not affect the Agricultural district in any way but might make development within the Residential and Village districts more viable. The members will revisit this in November.

Text shown in red is new – to be added to the Zoning Ordinance, text in black (as part of the section) is existing within the current Zoning Ordinance, text that has a strikethrough is to be removed.

Definition of **Community Building** must be added to the Ordinance.

Review of the definitions began again with Dwelling.

DWELLING

A building or structure designed for living quarters for one or more families specifically for human habitation, including mobile manufactured homes; but not including motels or hotels, boardinghouses or rooming houses, convalescent or nursing homes or other accommodations used for transient occupancy.

TEMPORARY RECREATIONAL DWELLINGS

Travel trailers, motor homes, tent trailers, and pickup campers, tents, yurts, etc. that are located on an individual lot and are used for occasional living quarters not to exceed 180 days.

DWELLING UNIT

~~One or more rooms used for living and sleeping purposes and having a kitchen with fixed cooking facilities arranged for occupancy by one family.~~ One (1) or more rooms used for living and sleeping purposes and having cooking, sleeping and sanitary facilities and arranged for occupancy by not more than one (1) family.

EASEMENT

A grant of one (1) or more property rights by the property owner to and/or for the use by the public or a private entity.

ELECTRIC VEHICLE (EV) – Any motor vehicle licensed and registered for operation on public and private highways, roads and streets that can operated solely or partially on the power of a rechargeable battery or battery pack (or other storage device that receives power from an external source, such as a charger) and meets the applicable state and federal motor vehicle safety standards and registration requirements. EVs include but are not limited to all electric vehicles and plug-in hybrid electric vehicles (PHEV), also known as a plug-in EV.

ELECTRIC VEHICLE CHARGING STATION (EVCS)

Battery charging station equipment with an associated parking space that is publicly accessible and has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an EV. An EVCS may contain several charging ports/points to charge more than one EV at a time.

ELECTRIC VEHICLE/MAKE READY PARKING SPACE

Any marked parking space that identifies the use to be exclusively for the parking of an EV. These spaces provide pre-wiring of electric infrastructure to facilities easy and cost-effective future installation of Electric Vehicle Supply/Service Equipment (EVSE), including but not limited to, Level 2 EVSE and direct current fast chargers. Make Ready includes expenses related to serviced panels, junction boxes, conduit, wiring and other components necessary to make particular location able to accommodate EVSE on a “plug and play” basis. “Make ready” is synonymous with the term “charger ready”.

ELECTRIC VEHICLE SUPPLY/SERVICE EQUIPMENT (EVSE)

Any device that enables the safe transfer of energy between the local power supply grid and an EV. EVSE includes all the components for EVCSs, including: the conductors; EV connectors; attachment

plugs, software and all other fittings, devices, power outlets, induction plates or apparatus installed specifically for the purpose of delivering energy from the electric supply grid to an EV. EVSE may deliver either alternating current (AC) or direct current (DC) electricity (consistent with fast charging equipment standards).

ELECTRIC VEHICLE (EV) READY OR MAKE READY

Pre-wired electrical infrastructure to facilitate easy and cost-efficient future installation of EVSE, including, but not limited to, Level 2 EVSE and Level 3 Direct Current Fast Charging (DCFC). EV-Ready includes service panels, junction boxes, conduit, wiring, and other components necessary to make a particular location able to accommodate EVSE.

ESSENTIAL SERVICES

Structures, facilities, systems and/or equipment necessary for the furnishing of service by government agencies, public utilities emergency services, and/or private corporations under contract/agreement with the Township.

EVENT VENUE

A Commercial Facility for periodic special occasion gathering to celebrate, including large spacious halls to small banquet rooms or areas. These may include buildings but may also be outdoor areas.

EXOTIC ANIMALS

Non-domesticated animals (except feral) that are found in the wild in regions different from the American North-Atlantic and is applicable whether or not the animals were bred and reared in captivity or imported.

FAMILY FARM SUPPORT BUSINESS

A farmstead occupation including the provision of services or production and sale by persons in residence, of incidental agricultural goods, supplies, repairs and traditional trades, arts and crafts, and may include farm tours; petting, feeding, and viewing of farm animals; hayrides; annual **or seasonal** festivals; crop mazes; animal walks; and horse and pony rides. This definition does not include sawmill operations.

FOOTCANDLE

The unit of illumination where 12" is the unit of length

FOREST AND WILDLIFE PRESERVE

A tract of land containing at least 10 acres utilized in its entirety for the production of forest products and/or the maintenance of a sanctuary for wildlife (no domestic animals).

FORESTRY (TIMBER HARVESTING)

The management of forests and timberlands when practiced in accordance with accepted silvicultural principles, through developing, cultivating, harvesting, transporting, and selling trees for commercial purposes, which does not involve any land development.

FRONT FACADE

The plane of the ~~facade~~ **wall** of the building closest to the street right-of-way excluding stoops, porticos, open colonnades, and open porches.

FRONTAGE

The portion of a lot abutting the street right-of-way, **the length of which is regulated.**

FUNERAL HOME

An establishment used primarily for ~~human funeral services, which may or may not include facilities on the premises for embalming, performance of autopsies or other surgical procedures, storage of funeral-related supplies and vehicles, and sale of funeral equipment as an accessory activity. Does not include facilities for cremation.~~ **the preparation and/or viewing of the deceased prior to burial or cremation.** Funeral Homes shall not include cemeteries, crematoriums, columbarium, mausoleums or entombments, but may include mortuaries.

GOLF COURSE

An area of land, publicly or privately owned, designed for playing **at least (9) nine holes** of golf, including **practice facilities**, clubhouse, equipment and material storage, and driving ranges.

GREEN, COMMON

An area of greenway land, surrounded by streets on at least two and often three or four sides, around which dwellings are organized.

GREENHOUSE **COMMERCIAL FACILITY, NURSERY, GARDEN CENTER**

A use primarily involved in horticulture which includes the sale of plants ~~grown on the premises~~ and related goods and materials, as well as the storage of equipment customarily incidental and accessory to the primary use.

~~HEAVY EQUIPMENT STORAGE, SALES AND/OR SERVICE FACILITY~~

~~The storage, sales and/or service of a~~ **M**oveable or transportable vehicles or other apparatus commonly used in commercial, industrial or construction enterprises, including, but not limited to, trucks, trailers, bulldozers, cranes, backhoes, rollers, loaders, lifts, etc., ~~having a gross weight of 4.5 tons or more.~~

HOSPITAL

An institution, licensed by the Commonwealth of Pennsylvania which renders in-patient and out-patient medical care on a twenty-four (24) hour per day basis; and provides primary health services and medical/surgical care to persons suffering from illness, disease, injury, deformity, and other abnormal physical and/or mental conditions. The hospital use may also include as an integral part of the institution related facilities, and medical offices. A place for the diagnosis, treatment, or other care of humans and having facilities for in-patient care including such establishments as a sanitarium, sanatorium, or preventorium.

HOTEL/MOTEL

A building(s) offering transient lodging accommodations to the general public, and which may include additional facilities and services, such as restaurants, meeting rooms, entertainment, personal services, and recreational facilities.

HOUSE OF WORSHIP

A building wherein persons regularly assemble for religious **services** ~~worship~~, and which is maintained and controlled by a religious body organized to sustain public worship, together with all accessory buildings and uses customarily associated with such primary purpose including rectories, **cemeteries**, convents and church-related schools and day-care facilities. Includes synagogue, temple, mosque, or other such place for ~~worship and~~ religious activities.

HYDRO FACILITY

An apparatus that converts the momentum of water into electricity and/or mechanical energy.

IMPERVIOUS AREA

Any portion of a lot covered by material that cannot be penetrated by precipitation and/or surface water, including buildings, structures, parking lots, parking areas and paved areas. Those paved surfaces that do not absorb precipitation. Areas including, but not limited to, parking areas, driveways, roads, sidewalks, patios and any similar areas of concrete, brick, stone or asphalt shall be considered impervious surface. In addition, all buildings and structures shall be considered as impervious surfaces for computation of lot coverage.

IMPERVIOUS SURFACE

Any material which prevents the absorption of water into the ground.

JUNK

Scrap, copper, brass, rope, rags, batteries, paper, trash, rubber debris, waste iron, steel, and other old or scrap ferrous or nonferrous material, including wrecked, ruined, dismantled, abandoned, non-operable, disabled or junked motor vehicles or parts thereof, or motor vehicles no longer used as such.

KENNEL, COMMERCIAL

Any building or buildings and/or land used for the sheltering, boarding, breeding or training of six or more dogs, cats, fowl or other small domestic animals at least four months of age and kept for purposes of profit, but not to include riding stable, or livestock animals and fowl raised for agricultural purposes. A kennel operation may include accessory uses such as animal grooming.

§ 470-41 Illumination.

~~Where a use involves exterior lighting, the lighting must be so located and shielded that no objectionable illumination or glare is cast upon adjoining properties or so it does not obstruct the vision of motorists.~~ The minimum standards for outdoor lighting shown below, protect and maintain the rural character of the Township. All uses, applications and locations that provide outdoor lighting are subject to the following:

- A. For luminaries 0 to 4 feet above ground level the cone of direct illumination may be 90° perpendicular to the adjoining ground. For luminaries from 4 to 20 feet above ground level, the cone of direct illumination may not exceed 60° from perpendicular to the ground.
- B. No luminaries shall exceed 20 feet in height.
- C. All luminaries shall be shielded so the light source cannot be seen from adjoining properties.
- D. Overnight security lighting shall not be in excess of 25% of the number of luminaires required or permitted for normal lighting, unless overnight shifts are utilized. If more than 25% of the lighting is to be used overnight, municipal approval is required.
- E. Directional luminaires such as floodlights and spotlights, shall be so shielded, installed and aimed that they do not project onto adjacent uses, skyward, or onto a public roadway.
- F. United States and Pennsylvania flags that are illuminated shall have a beam spread no greater than is necessary to illuminate the flag(s) and shall be shielded so that the light source is not visible at normal viewing angles.
- G. Under canopy lighting shall be accomplished using flat lens full cut off luminaires aimed straight down and shielded in such a manner that the lowest opaque edge of the luminaire shall be below the light source.
- H. Rotating, traveling, pulsing, flashing or oscillating light sources, lasers, beacons searchlights and strobe lighting is not permitted for any outdoor conditions.
- I. Residential Development Lighting
 - a. In residential developments where four (4) or more contiguous parking spaces are

proposed, such spaces shall be illuminated.

- b. In multi-family developments, common parking areas of four (4) spaces or more shall be illuminated.
- J. When the municipality judges an installation produces unacceptable levels of nuisance glare, skyward light, excessive or insufficient illumination levels or otherwise varies from this Ordinance, the Municipality may cause notification of the persons responsible for the lighting and require appropriate remedial action.

The Planning Commission will continue reviewing DEFINITIONS beginning with '**LAND DEVELOPMENT**'.

There being no additional business, Dr. Bedell adjourned the meeting at 7:45 p.m.

Respectfully submitted,
Monica Love
Zoning Officer