

**LOWER WINDSOR TOWNSHIP
PLANNING COMMISSION
WORKSHOP MINUTES
NOVEMBER 15, 2023**

The Lower Windsor Township Planning Commission held its workshop meeting 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. Present were Planning Commission members, Rachel Sollenberger and John Bowser, and Zoning Officer, Monica Love. Members Marzena Wolnikowski and Kelly Skiptunas were absent with prior notice. All attendees stood for the Pledge of Allegiance.

PUBLIC COMMENT

None

NEW BUSINESS

None.

OLD BUSINESS

Zoning Ordinance Revision – The members reviewed the revised Table of Permitted Uses.

Additional information and/or work will be needed for Accessory Garage Apartment or Rental Cottage, to add requirements for addressing septic.

Alternative Energy Systems as Accessory Use and as Principal Use will need to be revised so that the wording meets the proposed Utility Solar Ordinance.

Definitions will be needed for all the new uses, including Animal Shelter/Animal Rescue Community Rehabilitation Facility, Temporary Shelter, Personal Care Boarding Home (all the care facilities), Kennel, and Non-commercial keeping of Animals (which will need its own meeting).

Club room, Club Grounds or Meeting hall ‘Social Hall’ was proposed to be added to the definition, but needs discussion. We’ll come back to that.

Convenience store must be better defined to differentiate from a retail store.

Tavern should just be removed, as the Supervisors have discouraged alcohol in the dry township.

Electric Vehicle charging station needs to be reviewed. Ms. Love will search for other municipalities that may have adopted.

Moving on to the Supplementary Use Regulations:

Accessory garage apartment or rental cottage – will be limited to one bedroom *unless* public sewer and water is available, but in no case more than 2 bedrooms. One parking space is required to be provided in addition to the parking for the house.

Agricultural Roadside stand, Temporary – the size of the structure has been revised to 50 – 300 s.f. parking is required no less than 2 spaces in mud and dust free condition.

The members agreed that a new sentence should be added. “Locally produced handicrafts may be included for sale, however 75% of the items sold must be agriculturally derived.” Also, “Following the harvesting seasons, all signage and structures shall be removed and screened from view.”

Agricultural Roadside stand, permanent: Building size shall be revised to 100 – 500 s.f.

“No commercially packaged handicrafts or commercially processed or packaged” shall be removed and replaced with “Pennsylvania sourced foodstuffs may be sold” and the following sentence added.

“The floor area devoted to the sales of Pennsylvania sourced food products shall not exceed 50% of the total sales area.” And add “Locally produced handicrafts may be included for sale, however 75% of all items sold must be agriculturally derived.”

Under the Alternative Energy Systems, Accessory, remove the requirement that accessory systems shall be attached to a building.

Under **Animal hospital or veterinary clinic** – remove from the first paragraph, that boarding may only be for animals receiving treatment, and instead make sure they meet the requirements of a kennel.

Animal Shelter/Animal Rescue

- A. Must be operated under the laws of Pennsylvania and York County.
- B. Shall provide for the outdoor exercise of animals.
- C. Outdoor exercise/pasture areas shall be enclosed to prevent the escape of animals and shall be a minimum of 10 feet from any property line and/or street right-of-way.
- D. All animals must be housed within a structure except while exercising. Said structure must be 50 feet from all property lines.
- E. Documented evidence must be presented to the Township indicating that the disposal of animal waste will be provided in a manner that will not create a public health hazard or nuisance.
- F. Where such use is adjacent to residentially occupied properties, screens and buffers in accordance with §470-39 of this chapter are required. This includes, but is not limited to fences, walls, plantings and open spaces.
- G. Minimum lot size: 3 acres (this size is still up for discussion)

Auction House, Outdoor Auction

- A. An auction house for household and other goods may be permitted as an accessory use or a principal use of the lot.
- B. Lot area and bulk regulations. All area and bulk regulations of the prevailing zoning district shall apply with the following exceptions:
 - (1) The minimum lot area (principal and accessory uses) shall be five acres.
 - (2) The building setback shall be at least 50 feet from any lot or street line.
- C. No parking area shall be located within the required front, side or rear setback areas. The applicant shall be required to provide sufficient off-street parking and loading so as not to require such parking or loading on or along any road, nor upon adjoining property. If, at any time after the opening of the facility, the Supervisors determine that parking, loading or traffic backups are occurring on adjoining roads, and such are directly related to the lack of on-site

facilities on the subject property, the Supervisors can require the applicant to revise and/or provide additional on-site parking and/or loading space. In addition, the Supervisors may require an unimproved grassed overflow parking area to be provided for peak use periods. Such overflow parking areas shall be accessible only from the interior driveways of the permanent parking lot. Overflow parking areas shall contain fencing to prevent vehicles from crossing adjoining properties or directly accessing adjoining roads;

- D. The auction house or auction site shall be easily accessible from an improved street or highway with safe ingress and egress for both vehicular and pedestrian traffic.
- E. The use of outdoor public address systems for any purpose must be so arranged as not to prove a nuisance to adjoining properties, and shall not be used before 8am or after 11pm.
- F. Exterior lighting, other than that essential for the safety and convenience of the users of the premises or security, shall be prohibited. All exterior lighting shall be shielded from the view of all surrounding streets and lots.
- G. Temporary signs advertising a particular sale event shall be permitted. Such temporary sign shall be erected not more than 15 days prior to, and removed not more than one day after, the scheduled sale event.
- H. Auctions shall not be held more frequently than twice in a seven-day period.
- I. No part of the subject property shall be within 200 feet of any Residential Zone.
- J. The applicant shall submit and continuously implement a working plan for the cleanup of litter and other debris.
- K. In the case of livestock/animal auctions the following requirements must also be met:
 - a. (these terms to be more fully defined – Ms. Love is searching other municipalities ordinances)

§ 470-59 Bed-and-breakfast inn.

Remove G. ~~Bed-and-breakfast operations shall be conducted so as to be clearly incidental and accessory to the primary use of the site as a single-family detached dwelling.~~

Billboards:

- A. No billboard shall be located within 1,000 feet of another billboard.
- B. No billboard shall be permitted within 500 feet of the edge of the street right-of-way of any intersecting public street. The distance between billboards shall be measured along the nearest edge of the pavement between points directly opposite the signs along the same side of the traveled way.
- C. All billboards shall be a minimum of 50 feet from the street right-of-way line and all other property lines.
- D. All billboards shall be set back at least 100 feet from any land within the Residential or Waterfront Recreation zone.

- E. No billboard shall obstruct the view of motorists on adjoining roads or the view of adjoining commercial or industrial uses which depend upon visibility for identification.
- F. No billboard shall exceed an overall size of 300 square feet nor exceed 35 feet in height.
- G. All properties upon which a billboard is erected shall be regularly maintained so as not to create a nuisance by means of weeds or litter.
- H. One billboard may be permitted as an accessory use on any lot with another use.
- I. Flashing lights and neon are not permitted, and electronic variable message signs shall be static for no less than 15 seconds.

The standard size for a billboard is 12' high by 24' wide – under the 300, the smallest is 6'x 12' – 72 square feet.

The word 'Lodging' will not be included in Boardinghouse or rooming house and the following will be added to that use: G. If utilizing on-lot water supply and/or septic disposal, proof of adequate facilities is required prior to Use and Occupancy.

No changes to the Boat launching facility, boat storage facility or marina.

The screen/buffer section 470-39 should be revised to include screening from the road, IF the opposite side of the road is within a Residential District.

Camp/Campground

Setbacks. All campsites shall be located at least 50 feet from any property line.

There shall be a maximum of 10 recreational vehicles per acre of lot area in any campground.

A site manager shall be available on the site ~~24 hours per day~~ whenever the camp is in use.

The camper/trailer shall not be a primary residence.

If utilizing on-lot water supply and/or septic disposal, proof of adequate facilities is required prior to Use and Occupancy

The members in attendance would like to cancel the November 29 meeting IF there are no cases on schedule.

Dr. Bedell adjourned the meeting at 7:55pm

Respectfully submitted,
Monica Love
Zoning Officer