

**LOWER WINDSOR TOWNSHIP  
PLANNING COMMISSION  
WORKSHOP MINUTES  
MARCH 20, 2024**

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 6:25 p.m. Also present were Planning Commission members Kelly Skiptunas, and Rachel Sollenberger, members Marzena Wolnikowski and Becky Pfeiffer were absent with prior notice. Zoning Officer, Monica Love, was also present. All attendees stood for the Pledge of Allegiance.

**OLD BUSINESS**

The Planning Commission reviewed the Zoning Ordinance re-write, starting with the revisions to the uses described in **Article VI Supplemental Use Regulations**. Text shown in red is new – to be added to the Zoning Ordinance, text in black is existing within the current Zoning Ordinance, to be revised.

**CARE FACILITIES**

Establishments which provide food, shelter, personal assistance, supervision and/or medical or other health related services for individuals not in need of hospitalization, but who, because of age, illness, disease, injury, convalescence, **addiction and/or physical or mental infirmity disability** need such care.

**ADULT DAY-CARE CENTER** Any premises where care is provided to four or more elderly or disabled adults for part of a twenty-four-hour day, excluding care provided by family. Such care includes personal assistance, the development of skills for daily living and the provision of social contact.

**ASSISTED LIVING FACILITY**

Campus-style housing for the elderly (cottage, apartment, and/or secure care facility) that may provide shared dining facilities, residential health care facilities, personal care and supervision, recreational activities, financial services and transportation.

**CHILD CARE FACILITIES:**

**CHILD CARE CENTERS:** A facility in which seven or more children who are not related to the operator receive child care. A child care center must have a certification of compliance (license) from the Department of Human Services (DHS) in order to legally operate.

**GROUP CHILD CARE HOMES:** A facility in which seven through 12 children of various ages, or 7 – 15 children from 4<sup>th</sup> grade through 15 years of age who are not related to the operator receive child care. A group child care home must have a certificate of compliance from DHS in order to legally operate, and shall provide said license to the municipality prior to use.

**FAMILY CHILD CARE HOMES:** A facility located in a residence in which 4, 5, or 6, children who are not related to the caregiver receive child care. A family child care home must have a certificate of compliance (license) from DHS in order to legally operate.

The above definitions are directly from the PA DHS website.

**COMMUNITY REHABILITATION FACILITY/RECOVERY ~~HALFWAY HOUSE~~**

A facility in a residence, licensed by the state, for individuals recovering from drug or alcohol addiction, which provides those individuals with a safe and supportive drug and alcohol -free environment that provides (i) supervised housing as an alternative to imprisonment, including but not limited to prerelease, work-release, probationary programs or active criminal rehabilitation; (ii) provides treatment/housing for persons convicted of driving under the influence of alcohol; or (iii)

provides treatment/housing for persons recovering from drug or alcohol addictions. This definition specifically excludes "methadone clinics." Such facility must be licensed where required by any appropriate government agencies, and a copy of any such licenses must be delivered to the Township prior to beginning the use.

**CONVALESCENT/NURSING HOME/MEDICAL REHABILITATION** A licensed establishment that provides full-time residential, intermediate, or skilled nursing care for three or more individuals who, by reason of chronic illness or infirmity, are unable to care for themselves. No care for the acutely ill or surgical or obstetrical services shall be provided ~~in a home~~. Such facility must be licensed where required by any appropriate government agencies, and a copy of any such licenses must be delivered to the Township prior to beginning the use.

**DOMICILIARY CARE HOME** A building or structure designed as a dwelling unit for one family which provides twenty-four-hour supervised protective living arrangements by the family residing therein for not more than three (3) unrelated persons 18 years of age and above who are ~~disabled~~ physically, ~~mentally~~, developmentally, emotionally disabled or who are aged persons.

**GROUP CARE FACILITY** A facility licensed by the state, in which persons with emotional, physical or developmental disability reside while receiving counseling and other rehabilitative services in a family like environment. The facility may provide care for more than nine (9) but fewer than (15) residents, plus such supervisory personnel as may be required to meet standards of the licensing agency. Group Care Facility must be licensed where required by the appropriate government agencies, and a copy of any such licenses must be delivered to the Township prior to beginning the use.

**GROUP HOME** A single family dwelling, licensed by the state, providing supervised care for no more than nine (9) individuals served due to age, emotional, physical or developmental disability. Group homes shall be subject to the same limitations and regulations as single-family dwellings. Group Homes must be licensed where required by any appropriate government agencies, and a copy of any such licenses must be delivered to the Township prior to beginning the use.

Group Home will be permitted in all districts where a residential home is permitted.

**METHADONE TREATMENT FACILITY** A facility licensed by the Pennsylvania Department of Health to use the drug methadone in the treatment, maintenance, or detoxification of persons. (PA stat. §10621)

The Methadone Treatment Facility will be a Special Exception Use in the Village District.

**PERSONAL CARE HOME** A residential facility that provides shelter, meals, supervision and assistance with personal care tasks, typically for older people, or people with physical, behavioral health, or cognitive disabilities who are unable to care for themselves but do not need nursing home or medical care. While available services vary and are based on the individual needs of each resident, services provided at a typical PCH include assistance with eating/drinking, administering medications, laundry, transportation, shopping, managing finances, etc. The facility must be licensed where required by the appropriate government agencies, and a copy of any such licenses must be delivered to the Township prior to beginning the use.

The Personal Care Home will be permitted in the residential district as a Special Exception and the Village as a permitted use.

**TEMPORARY SHELTER** A structure or part thereof utilized for the temporary housing of families or individuals who are victims of disaster, who are affected through redevelopment related relocation activities or who have bona fide emergency housing needs.

Temporary shelters are permitted in the Village, and Ag districts

With the definitions set, the use requirements were reviewed.

## **§ 470-63 CARE FACILITIES**

### **Child Care Facilities - Adult Day Care**

- A. Facility operators shall be responsible for meeting all state and federal licensing and registration requirements and shall provide proof of compliance. Operators shall provide copies of all certificates and licenses to the Township prior to occupancy approval by the Township.
- B. Outdoor recreation or activity areas must be located in a side or rear yard and shall be enclosed by a fence, wall or other means to provide for the health and safety of the individuals as determined by PA Department of Human Services.
- C. Building Code and Fire safety inspections are required prior to Use and Occupancy approval by the Township.
- D. There shall be a minimum of two caregivers at all times when there are more than six persons being cared for are present.
- E. Family Day Care Homes shall be conducted so as to be clearly incidental and accessory to the primary use of the property as a single-family detached dwelling.
- F. Proof of adequate water supply and sewage disposal shall be provided at the time of permitting, and if required shall be inspected by the Township SEO.

### **Convalescent/Nursing Home - Medical Rehabilitation - Assisted Living Facility.**

- A. Copies of licenses and/or certification from Federal or State agencies shall be provided to the Township where applicable.
- B. The minimum lot area shall be 1,000 s.f. per bed or bedroom, whichever is greater, but in no case shall the lot area be less than that required for the zoning district in which the facility is located.
- C. Building setbacks shall be a minimum of 25' from any property line.
- D. The facility shall meet all applicable Building Code requirements.
- E. Service areas and facilities shall not be located closer than 100' from the property line of a residential use.
- F. All living facilities shall be connected to any service facility through internal passageways, hallways or corridors.
- G. Outdoor common areas and/or passive recreation areas shall be provided for residents of the facility, and shall be screened from adjoining streets.
- H. Buffers and screens shall be provided in accordance with § 470-39 of this chapter to protect neighboring residential properties. This includes, but is not limited to, fences, walls, plantings and open spaces.
- I. Proof of adequate water supply and sewage disposal shall be provided at the time of permitting, and if required shall be inspected by the Township SEO.

**Community Rehabilitation Facility/Recovery House - Group Home - Domiciliary Care Home - Group Care Facility – Personal Care Home – Methadone Treatment Facility**

- A. The applicant shall indicate the nature of the residents to be served and the type of treatment/care to be provided, including whether or not any counseling or other services will be provided for non-residents.
- B. The applicant shall provide evidence that the Facility is sponsored and operated by an agency licensed, registered or certified by a government program. The Facility shall notify the Township in writing within 14 days if there is a change in the type of residents, the sponsoring agency or maximum number of residents or if the license/registration/certification expires, is suspended or withdrawn.
- C. A common kitchen and dining area shall be provided, no cooking or dining facilities shall be provided in individual rooms or suites.
- D. The facility shall meet all applicable Building Code requirements.
- E. The maximum number of residents shall be indicated at the time of application, and that number, not including employees, shall not exceed one (1) resident per 250 square feet of habitable floor area.
- F. The facility shall have 24-hour on-site supervision by professionals trained to oversee the types of clients to be served by the facility.
- J. If a facility will house persons presenting a potential physical threat to the safety of nonresidents, the facility operator shall provide evidence that sufficient staffing and other security measures will be provided.
- K. The domiciliary care home must be owner occupied and only family members residing on the premises shall provide the care associated with a domiciliary care facility. Care operations shall be conducted as an accessory use to the primary use of the property as a single-family detached residence.
- L. A methadone treatment facility shall not be established or operated within 500 feet of an existing school, public park or playground, residential use, day-care facility, or house of worship.
- M. Proof of adequate water supply and sewage disposal shall be provided at the time of permitting, and if required shall be inspected by the Township SEO.

**Temporary Shelter**

- A. The Temporary Shelter shall be sponsored and supervised by a government agency or an officially recognized nonprofit organization.
- B. The facility shall meet all applicable Building Code requirements.
- C. The maximum number of residents shall be limited to those permitted by fire code at the time of occupancy.
- D. Staff must be on-site and available to residents during all hours of operation.
- E. A common kitchen, dining and/or gathering area may be provided. No facilities for cooking or dining shall be provided in individual rooms.

Ms. Love will revise the Table of uses, and reprint the Definitions, Table of Uses and the beginning of the Supplementary Use Regulations for the members to review.

There being no additional business,  
Dr. Bedell adjourned the meeting at 7:32 p.m.

Respectfully submitted,  
Monica Love  
Zoning Officer