

**LOWER WINDSOR TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
MAY 27, 2021**

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 Julia Parrish at 6:30 p.m. All attendees recited the pledge of Allegiance. Present for the meeting were Planning Commission members, Kelly Skiptunas, Lewis Brown, Marzena Wolnikowski, Township Engineer John Klinedinst, P.E. and Zoning Officer, Monica Love. Hollis Bedell was absent with prior notice.

**PUBLIC COMMENT**

None

**MINUTES**

Kelly Skiptunas made a motion to approve the minutes of April 22, 2021 as amended (for grammar) Lewis Brown seconded. Motion carried 4 - 0.

**OLD BUSINESS**

None

**NEW BUSINESS**

Julia Parrish read the pertinent information from application **616-21SLD** Stewart Welding and Fabricating Incorporated. Grant Anderson from Site Design Concepts presented the plan. Also attending was Brian Reider with Stewart Welding and Fabrication. The property is located on both sides of Water Street, with the existing building on the north side and the parking lot on the south side for employee parking. The plan has proposed 5,200 s.f. warehouse building expansion. The entire building expansion is on existing impervious area, no stormwater management is required. The proposed expansion will match the existing building and will be one story (30 feet) high.

Three (3) waivers were requested.

1. Sec. 403 Preliminary Land Development Plan requirement.
2. Sec. Section 407 Traffic Impact Study
3. Sec. 408 Plan Scale and Sheet Size Requirements

The conditions which must be addressed are:

1. The notarized signature of the owner(s) and the signatures and seals of design professionals shall be affixed to the plan prior to the Board of Supervisors' approval.

2. All final plans as recorded shall be submitted in electronic format (i.e. PDF).

Lewis Brown made a motion to recommend approval of the plan with the three waivers; seconded by Marzena Wolnikowski. Motion passed 4 – 0.

#### **OTHER BUSINESS**

Monica Love updated the Commission on the Private Road Maintenance Ordinance. There are no other additions, so this will be forwarded to the Township Solicitor for final draft. After that it will be directed to the Board of Supervisors for approval and adoption.

The members discussed updating the Comprehensive Plan. A letter of request to the Board of Supervisors for budgeting and authorization in 2021 will be drafted and discussed at the next meeting.

Ms. Parrish adjourned the meeting at 7:01 p.m.

Respectfully submitted,  
Monica Love  
Zoning Officer