

**LOWER WINDSOR TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
September 23, 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, Hollis Bedell, Kelly Skiptunas, Marzena Wolnikowski, Zoning Officer, Monica Love and C.S. Davidson Representatives, Jessica Fieldhouse and Adam Smith P.E. Member, Lewis Brown was absent with prior notice.

**PUBLIC COMMENT**

None

**MINUTES**

Hollis Bedell made a motion to approve the August 26, 2021, minutes. Kelly Skiptunas seconded, motion carried, 4 – 0.

**OLD BUSINESS**

Comprehensive Plan Update:

Jessica Fieldhouse, planner with C.S. Davidson addressed the members and discussed the letter drafted for the Board of Supervisors. Minor changes were made, and it was agreed that Chair Julia Parrish would sign the letter once the changes were made. Jessica then left the meeting.

**NEW BUSINESS**

Mark Magrecki of Penn Terra Engineering represented the developer, Gerry Horst with the plan for River Ridge Hills, Planned Residential Development.

The revised waiver was discussed. The maximum proposed street slope at intersections is 5.5%. The Township Subdivision and Land Development Ordinance requirement is no greater than 4% (SaLDO §506.b) Mr. Magrecki reviewed the profile pages of the three non-conforming intersections. Planning Commission members were not comfortable with the steep slope on Buckingham Drive and believe vehicles might have difficulty in the winter weather.

Hollis Bedell made a motion to recommend granting the waiver for the three intersections. Julia Parrish seconded. Two (2) aye and two (2) no, the motion failed.

The draft Declaration (HOA) documents were reviewed. The following comments were made:

§4.01 Number of Units – will this be an issue if few units are sold, and maintenance is required – will the developer be required to make repairs without the Township stepping in?

§5.02(b)(ii) and §9.01(n) refer to cluster mailboxes, which were not previously discussed. Members have personal experience with cluster mailboxes. Some provisions should be made for parcel delivery as the cluster mailbox lockers are very small and insufficient for larger deliveries.

§6.03 Drainage easements – it was previously discussed with the members that the surface drainage easements would be the purview of the HOA, while the on-lot seepage pits (on the lots along Knights View) will be the lot owners' responsibility. The language needs to be clarified.

Article 8 - Architectural Control – should require all structures to meet LWT Codes & Ordinances.

§9.01(i) Requires 'adequate' screening for boats, campers, trailers etc. – the wording is vague and subjective.

The Township provided a pedestrian street crossing design with flashing lights and signage, which would be placed nearest the intersection of Knights View Rd and Cool Creek. This would not be a 'School Crossing' but would be a safer alternative for school children to cross. Mr. Magrecki provided an email from the school business administrator that the crosswalk would not be supported by the school. The developer's proposed alternative was to install a 5' tall black open fence all along the development near the intersection to prohibit crossing Cool Creek Road. The members believe this crossing is vitally important for school students as well as residents and should be pursued. It was noted that students would walk across without the crossing rather than walk twice as far to the bus stops proposed by the school.

The table of Development Rights must be added to the plan after the transfer is approved by the Board of Supervisors.

The Planning Commission do not believe the plans are complete enough for Board approval.

Hollis Bedell made a motion to request the Board of Supervisors grant a further time extension to work out the Cool Creek crossing issue. Marzena Wolnikowski seconded. Motion passed 3-1 with Kelly Skiptunas dissenting.

Ms. Parrish adjourned the meeting at 7:52 p.m.

Respectfully submitted,  
Monica Love  
Zoning Officer