

**WINDSOR TOWNSHIP PLANNING COMMISSION  
MINUTES**

December 16, 2025

Joshua Youpa called the regular meeting of the Windsor Township Planning Commission to order at 7:00 p.m. at the Windsor Township Municipal Building. Members present in addition to Joshua Youpa were, Jonathan Wessner, Eric Sills and Polly Hartman. Secretary Craig Long and Ryan Wessner Zoning Officer were also present.

**DISPENSE WITH THE READING OF THE MINUTES**

Jonathan Wessner made a motion, seconded by Polly Hartman and it carried unanimously to dispense with the reading of the minutes by the secretary.

**APPROVAL OF THE MINUTES**

Polly Hartman made a motion, seconded by Jonathan Wessner and it carried unanimously to approve the minutes as written from the November 18,2025 Planning Commission meeting.

**PUBLIC COMMENTS**

Supervisor Jerry Davis stated that he feels that the supervisors do not have enough time to review plans for final approval after being recommended for approval by the planning commission.

**OLD BUSINESS**

#2-2024 Raywill Real Estate LLC, Apartments Land Development Plan

There was much discussion concerning parking at the planned new construction apartment building. Because the location of the building is close to Woodland Road, the parking would possibly be a safety issue. After discussion and on a motion by Polly Hartman, seconded by Eric Sills the following waivers from the Windsor Township Subdivision and Land Development Ordinance were recommended to be granted by the Board of Supervisors:

Section 306-preliminary plan submission, the plan submitted as a preliminary/final plan

Section 402.2.g-location map scale, 1"=1,000'

Section 602.9-monuments, existing perimeter markers have been found

The review letter from Steve Hoffman, Planning Commission Engineer dated December 12,2025 indicates issues which must be addressed before recommendation for approval by the Board of Supervisors.

**NEW BUSINESS**

It was stated that the organizational meeting for the planning commission will be held on January 20, 2026.

## **ADJOURNMENT**

Eric Sills duly made a motion, Jonathan Wessner seconded it and it carried unanimously to adjourn the meeting at 8:08 p.m.

Craig A. Long, Secretary