



Herbert, Rowland & Grubic, Inc.  
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## MEETING MINUTES

### ZONING ORDINANCE STEERING COMMITTEE MEETING #3

Location: Fairview Township Municipal Building

October 8, 2025

Attendees:

Name	Company	Phone	Email
Dean Severson	HRG	717-893-2636	dseverson@hrg-inc.com
Mark Perry	Zoning Hearing Board	717-649-0552	Mark.Perry@verizon.com
Mike Mehaffey		717-439-4752.	mmehaffey@gftinc.com
Bob Kostosky	Planning Commission	717-599-2931	Robertkostosky@verizon.net
Dan Alderman	Zoning Hearing Board	717-579-2052	DAlderman@naicir.com
Ron Flowers	Planning Commission		Ron.flowers@citizensdt.com
Steve Waller	Fairview Township	717-901-5222	swaller@twp.fairview.pa.us

We believe these minutes accurately reflect the items discussed at the subject meeting. If there are any revisions or corrections to these minutes, please contact the undersigned within ten (10) days of receipt of these minutes. If no revisions or corrections are requested, the minutes will stand approved as submitted.

Sincerely,

**Herbert, Rowland & Grubic, Inc.**

Dean Severson, AICP  
 Senior Project Manager

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Enclosures

## FAIRVIEW TOWNSHIP ZONING ORDINANCE STEERING COMMITTEE MINUTES- MEETING #3

- The Committee discussed the proposed zoning ordinance language for Accessory Dwelling Units. The Committee discussed whether, in addition to the requirement that an ADU shall not be greater in size than 30% of the total floor area of the principal dwelling, there should be a maximum square footage. The Committee decided that this wouldn't be necessary.
- Subsection (7) of the draft Short-Term Rental requirements was amended to require the local contact person for a Short-Term Rental must be located within Fairview Township or within a 5-mile radius of the property in which the Short-Term Rental is located.
- The draft definition and zoning requirements for Free Little Libraries was amended to reference Free Little Libraries and Free Little Food Pantries. The definition was amended to:
  - Free Little Library Library and Free Little Food Pantry- A small, freestanding structure designed to hold books or the free exchange of non-perishable food for the public. These structures are typically maintained by private individuals or community groups and are accessible to the public at all times.
  - A new subsection (7) is proposed to be added with subsequent subsections renumbered: "No stacking of books or food items outside of the structure is permitted."
- The draft regulations for Wedding and Event Venues was amended as follows:
  - Revise the first sentence of the draft regulations- "Wedding and event venues shall be permitted by special exception as an accessory use to a primary residential use in the RL Rural Living Zoning District, and as a permitted use in the CB Commercial Business Zoning District."
  - Subsection (1)- "All events must conclude by 10:00 p.m. unless otherwise approved" - delete the words "unless otherwise approved."
  - Subsection (2)- amend the draft language:

"In the RL Rural Zoning District, adequate off-street must be provided for guests and staff. Disabled parking spaces and paths to the entrance of the Wedding or Event Venue must be paved. In the RL Rural Zoning District, no parking shall be permitted within 50 feet of a property line or dwelling unit."

In the CB Commercial Business Zoning District, parking shall be provided in accordance with Article VIII of the Zoning Ordinance and all parking spaces are required to be paved."

- Add subsection (9)- “The minimum lot size for a Wedding or Event Venue shall be 10 acres.
  - Add subsection (10)- “No part of a Wedding or Event Venue shall be located within 75 feet of any side or rear lot line, nor 150 feet from an abutting property in the RS and/or VR Zoning Districts or existing residential use in the RL, RMU and/or VMU Zoning Districts.”
  - Add subsection (11)- “Vehicular access to the Wedding or Event Venue shall be limited to the same driveway or access drive connection, as applicable, with the public street right-of-way that serves the active farm, agricultural operation, or agri-business. No additional roadway connection shall be permitted for the Wedding or Event Venue.”
  - Add subsection (12)-“ No outdoor amplified music or music events is permitted.”
  - Add subsection (13)- “No more than two (2) events may be held in the Wedding or Event Venue each calendar month. No events may be held in the Wedding or Event Venue before April 1<sup>st</sup> or after October 31<sup>st</sup> of each calendar year.”
- Delete the draft zoning definitions and regulations for Backyard Chickens and Livestock. The current zoning ordinance already includes provisions for these uses.
  - Keep the draft language to allow Beekeeping as an accessory use to the primary residential use in the RL Rural Living and RS Single-Family Residential Zoning Districts. Delete subsection (d) pertaining to flyway barriers.
  - Keep the existing land use requirements for Group Care and Treatment Centers included within the current Zoning Ordinance.
  - Revise Table 4-3, Area and Design Requirements RL Rural Living Zoning District, to increase the Maximum Impervious Lot Coverage for Places of Worship from 15% to 20%.
  - Add a definition of Multi-Family Dwelling Unit (Mixed Use):

“A structure that contains both residential units designed for occupancy by multiple households (e.g., apartments, condominiums, townhouses) and non-residential uses such as retail sales or offices, integrated vertically within the same building.”
  - Revise Table 5-4 Area and Design Requirements, RMU Residential Mixed-Use Zoning District and Table 5-6 Area and Design Requirements, VMU Residential Mixed-Use Zoning District to permit Multi-Family Dwellings on any floor of a Multi-Family Dwelling Unit (Mixed Use) building.
  - Revise Table 5-7 Area and Design Requirements, VB Village Business Zoning District and Table 5-8 Area and Design Requirements, CB Commercial Business Zoning District to permit Multi-Family Dwellings only on the second floor or higher floors of a Multi-Family Dwelling Unit (Mixed Use) building.

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The Committee scheduled the next meeting of the Steering Committee for **November 19<sup>th</sup> from 4:00-6:00 p.m.**