UPPER FREDERICK TOWNSHIP BOARD OF SUPERVISORS
Workshop Meeting – June 3rd, 2026 - 7:00 PM

Minutes

Executive Summary:
The Board of Supervisors workshop focused primarily on a comprehensive update to the township zoning ordinance, with discussion centering on use categories, conditional uses, dimensional standards, parking, and several sections being removed and section renumbering for consistency. The board also reviewed upcoming township events and meeting dates, including the cancellation of the July workshop meeting and planning for Community Day on September 26, 2026.

Attendance: Vice Chair Lisa Fischer, Member William Karaffa, Township Manager Aaron Walizer, Solicitor Vicki Kushto

- Call to Order -*The meeting was called to order at 7:00pm*
- Pledge to the Flag

REGULAR MONTHLY MEETING

- Executive session announcement – Legal Matter
- Public Comment Period -*there were no public comments*

MEETING MINUTES

- Approval of the BOS, 2026 Meeting Minutes -*Vice Chair Lisa Fischer was not present for the meeting and the minutes were tabled for the next BOS Business meeting.*

BUSINESS BEFORE THE BOARD

- New Business
    - None

- Old Business
    - Discussion on Use Regulations – Zoning Regulations
        i. Pages 150 to 248 – Wireless Communications to Mobile Home Park

- *The Township Manager explained that many sections being reviewed were being updated mainly for consistency and renumbering rather than major substantive change.*
- *Several uses were added or clarified across districts to match the township's updated use matrix and special exception/conditional use framework.*
- *The board noted that much of the code has not been comprehensively updated in decades, so the current work is intended to produce a complete revised packet for later board review.*

Institutional, Recreational, and Other conservations Districts

- *The institutional/recreational district and steep slope/floodplain-related sections were described as having little or no substantive change beyond renumbering and alignment with updated use language.*
- *Existing code is being kept for some districts even where those districts are not currently shown on the zoning map, so the township can preserve future flexibility.*
- *Added use language across these sections was meant to reflect newer township allowances such as minor businesses and agritourism.*

Commercial Business District

- *The most detailed discussion focused on the Commercial Business District, which the board wants to serve as a concentrated area for more active non-residential uses. Uses discussed for inclusion or retention included:*
    - *animal care*
    - *artisan production*
    - *retail manufacturing*
    - *limited automobile service/garage uses*
    - *banks and financial institutions*
    - *emergency services*
    - *funeral homes*
    - *professional and medical offices*
    - *churches and places of worship*
    - *nurseries*
    - *recreation and entertainment uses, indoor and outdoor*
    - *daycare facilities*
    - *libraries, museums, and community centers*
    - *warehouse/storage*
    - *wireless communications*

Hotels, Inns, and Bed-and-Breakfast Uses

- *A key question was whether hotels, inns, and bed-and-breakfasts should be allowed in the commercial district.*
- *The board clarified that it wants to allow an inn as a permitted use in the commercial district.*
- *The discussion indicated that the ordinance should cross-reference the definition of an inn with bed-and-breakfast language so the categories are aligned.*
- *The board also indicated that hotels/motels were not intended to be broadly reintroduced as written, and the definition may need refinement.*

Other Commercial District Notes

- *Large shopping centers over 300,000 square feet were not carried forward because the township lacks room for them.*
- *Billboard language remains excluded, consistent with an earlier decision from February.*

- *Dispensary facilities were removed from this section, with concern raised that they can be associated with smoke shops and difficult-to-regulate products.*
- *Dimensional standards were said to remain largely unchanged, with minor adjustments for accessory buildings and later parking provisions.*

Industrial District

- *The industrial district was updated to include many of the same newer use categories discussed elsewhere.*
- *The rationale was that the district sits on a main state road and could function as a more flexible commercial/industrial corridor if needed.*
- *The Township Manager noted that the township is also drafting a separate ordinance for minor data centers of 49,999 square feet or smaller, likely for review by the Planning Commission that month with the solicitor.*
- *The board discussed adding a conditional-use catch-all in the industrial district for "all other uses not otherwise provided for," so future unanticipated uses can still be directed there rather than leaving the township vulnerable to a curative amendment challenge.*
- *A question was raised about the difference between the industrial district and the industrial overlay. The overlay was explained as having originally been used to allow agritourism and certain entertainment uses on only two parcels, but after the broader ordinance changes it would become largely duplicative.*

Agriculture, Dispensaries, and Crops

- *The board asked whether any crop types are restricted under agricultural language; the response was that no crop restrictions were added.*
- *The discussion distinguished between cultivation and dispensary operations as separate regulated use categories at the state level.*
- *It was noted that dispensary and cultivation facilities are heavily regulated by the state and are treated differently under law.*

Commercial Solar and Data Centers

- *Commercial solar was discussed briefly, with concern that if it is not allowed anywhere in the ordinance, state law could potentially force placement in unwanted areas.*
- *The board noted that neighboring municipalities in the regional group already address solar, and the township appears to be covered on that front.*
- *Data centers were also discussed as a future use that should be planned for in the ordinance rather than left unaddressed.*

Signs

- *No changes were made to the sign regulations.*
- *The board said sign issues have generally been manageable, and businesses have cooperated when sightline problems arise.*

Removed Use Categories

- *Two major categories were removed from the code entirely:*
- *Solid waste / landfill uses: removed because state environmental and setback requirements make such facilities effectively infeasible in the township, given proximity to homes.*
- *Oil and gas well drilling and operating: removed due to concerns about water quality, health impacts, extensive setbacks, and the township's shallow bedrock conditions (the consultant said over 95% of the township is less than 42 inches to bedrock).*
- *These deleted uses were discussed in the context of how the township's rural character and geology limit compatibility.*

RCC and TDRs

- *The Rural Conservation Cluster or RCC section was said to remain unchanged.*
- *The board confirmed that those standards would stay in place alongside other environmental factors.*
- *Transfer of Development Rights (TDRs) were also left unchanged; there are currently no active TDRs in the township, but the framework remains available if needed.*

Off-Street Parking

- *The board reviewed a parking revision for single-family detached dwellings.*
- *The updated standard would require two spaces per dwelling plus one additional guest space for every two homes, effectively bringing the requirement to 2.5 spaces per unit.*
- *The change was described as a response to parking shortages in developments such as Perkiomen Crossing, especially during gatherings and summer events.*
- *The board supported the revised standard as written.*
- *The consultant also noted that parking provisions have been consolidated into a single section to make the code easier to navigate.*

UPCOMING MEETINGS

Board of Supervisors Business Meeting – 06/10/2026 at 7:00 pm
Park and Rec Board – 6/16/2026 at 7:00PM
Planning Commission – 6/18/2026 at 7:00PM
Open Space Committee – 6/18/2026 at 7:00pm
Board of Supervisors Workshop Meeting – July Workshop Canceled for 4th of July Weekend

ANNOUNCEMENTS

- Yoga in the Park the First and Last Saturday of each month, see our Facebook to signup
- Walking Group 3rd Tuesday of each month at 6:15pm in Friendship Park
- Community Day is September 26th, 2026

-Meeting was adjourned at 7:31pm