

**UPPER OXFORD TOWNSHIP PLANNING COMMISSION
MARCH 3, 2025**

The Upper Oxford Township Planning Commission held their monthly meeting at the township building, 1185 Limestone Road, Oxford, PA at 7:00 P.M. on Monday, March 3, 2025.

Members present: Elizabeth Randolph, David Underwood, Lynn Robinson, Jane Daggett, Secretary, and Colin Kraucunas, via telephone.

Others present: Erin von Hacht, township engineer, Scott Rugen, Howard Reyburn, Jim Fritsch, Martha Straus, Guy Matteo, George Palomba, Bill Rogers, Bernie Miller, Ron Miller, Bruce Hudson, Ted Jasinski

The meeting was called to order by the Vice-Chair, Lynn Robinson at 7:00 P.M.

MINUTES – Motion was made by Elizabeth Randolph, seconded by Dave Underwood and carried to approve the February 3, 2025 Minutes. MOTION CARRIED.

BEN AND SARAH FISHER – Pusey Mill Road – this subdivision was presented by Bill Roger of AET Consulting. This is a lot line change. Mr. Rogers was seeking a waiver for placing pins at all four corners and placing one concrete monument outside the right-of-way. Mr. Rogers was also seeking approval for this plan. All areas of concerns have been addressed. Discussion was held regarding Section 617. Bill Rogers said he would place a concrete monument at the one corner of the property. Motion was made by Elizabeth Randolph, seconded by David Underwood and carried to recommend to the Board of Supervisors that they approve Section 617 Waiver regarding monument and pins and approve the subdivision plans for Ben and Sarah Fisher contingent upon the plans being presented to the Board of Supervisors. MOTION CARRIED.

THE RESERVE AT UPPER OXFORD LLC – This plan was presented by Jim Fritsch of Regester Associates. The revised plans will now show 29 houses due to Lot 23 being removed. The lots will be serviced by on-lot sewage and public water. Martha Straus on behalf of the applicants gave a presentation on the Riparian Buffer which runs through the property and the impact it will have on the development. The west side of the Riparian Buffer will be the area of development and the east side will be retained by Sherockee. Martha informed the Planning Commission that she has visited the area and much of the top portion is considered woodland. Martha mentioned the type of planting that the developer will be installing. Suggestions were given to Martha about contacting the Alliance for the Chesapeake Bay and Stroud Water Research for free plantings. Martha stated that 65% of the budget has been cut for the Alliance for the Chesapeake Bay. Discussion was held regarding Ordinance 2022-1, Pages 10 – recommendations for plantings and Page 12 – modification to the Riparian Buffer standards. The Board of Supervisors can give modifications to the riparian buffer. The comments received from Chester County Planning Commission were discussed such as design issues, open space calculations, requested waivers and submission to Penn Dot for reviews. Erin stated that restrictive covenants should be placed on all deeds. Waivers being requested are as follows: Section 505.B – Impact Study, Section 623.C – Shade tree – a landscaping plan will be submitted at the final plan stage, Section 505.K.6 – existing trees with a caliper of 6” and Section 617.A.1 - survey monuments Motion was made by Elizabeth Randolph, seconded by Lynn Robinson and carried to recommend to the Board of Supervisors that they grant waivers for Section 501.K.6, Section 505.B, Section 617.A.1 and Section 623.C. MOTION CARRIED.

Motion was made by Elizabeth Randolph, seconded by Dave Underwood and carried to recommend to the Board of Supervisors that they accept and grant an extension for 90 days for review of The Reserve at Upper Oxford, LLC. MOTION CARRIED.

BEN AND SYLVIA STOLTZFUS – this is a two-lot subdivision located at 2137 Ewing Road and presented by Jim Fritsch of Regester Associates. The township received reviews from Gilmore & Associates and also Chester County Planning Commission. The property contains an existing garage, house and green house and has on-site water and sewage. The existing stream and wetlands will require a Riparian Buffer review and will need a Conservation Plan. The existing dog kennel and zoning hearing which was denied for a kennel was discussed. Mr. Fritsch will check on the future location of the kennel. Mr. Fritsch asked for a verbal commitment for the waivers from Section 401.B.2, Section 501.K., Section 505 and Section 617. The Planning Commission agreed to all.

Motion was made by Dave Underwood, seconded by Elizabeth Randolph and carried to recommend to the Board of Supervisors that they accept and grant an extension for 90 days for review of the Ben and Sylvia Stoltzfus subdivision plan. MOTION CARRIED.

GLENVILLE PROPERTIES – this subdivision/lot line change was presented by Jim Fritsch of Regester Associates. The property is located along Glenville Road and borders West Fallowfield Township with some acreage in West Fallowfield Township who has notified Upper Oxford that they defer all planning for this proposed subdivision to Upper Oxford Township. Since there is a stream running through the property, the Riparian Buffer Ordinance is applicable. Steep slopes will be shown on the plans and a concrete monument will be placed at the right-away-line. Mr. Fritsch requested a verbal commitment to the following waivers: Section 401.B.2, Section 501.K.6, Section 505 and Section 617. The Planning Commission agreed to all.

Motion was made by Lynn Robinson, seconded by Dave Underwood and carried to recommend to the Board of Supervisors that they accept and grant an extension for 90 days for review of the Glenville Properties, LLC subdivision/lot line change. MOTION CARRIED.

SAMUEL AND REBECCA FISHER – Land development plan located at 1771 Ewing Road presented by Bill Rogers. Plans were forwarded to Gilmore & Associates and Chester County Planning Commission. No reviews have been received as of yet. The applicant is proposing a house, barn and greenhouse. An NPDES permit will be required along with a storm water plan and sewage module. The applicant has a Conservation Plan.

THE RIDG, LLC – Motion was made by Lynn Robinson, seconded by Elizabeth Randolph and carried to recommend to the Board of Supervisors that they accept and grant an extension until April 19, 2025 for review of the land development plan. MOTION CARRIED.

SOLAR ORDINANCE – a draft ordinance was received and will be discussed at a later date.

OXFORD POLICE DEPARTMENT – Supervisor Rugen gave an update on the meeting that was held regarding the Oxford Police Department and the discussion of having a Regional Police Force. Representative John Lawrence hosted the meeting. The Oxford Police are seeking support for a grant feasibility study. Upper Oxford has sent a letter of support for the study.

THE RESERVE AT UPPER OXFORD – Supervisor Howard Reyburn questioned if a property located behind the proposed development would be “land-locked”. This will be discussed later.

ADJOURNMENT – There being no further business, motion was made by Lynn Robinson, seconded by Elizabeth Randolph and carried to adjourn at 9:25 P.M.

Respectfully submitted,

Jane Daggett
Secretary