

**UPPER OXFORD TOWNSHIP PLANNING COMMISSION
NOVEMBER 1, 2021**

The Upper Oxford Township Planning Commission held their monthly meeting at the township building, 1185 Limestone Road, Oxford, PA at 7:00 PM on Monday, November 1, 2021

Members present: Elizabeth Randolph, Colin Kraucunas, Dave Underwood, Lynn Robinson, Karl Herr, Ron Ragan, township engineer and Jane Daggett, township secretary.

Others present: Scott Rugen, Suzanne Halladay, Ken Crossan, Jesse and Lacey Holmes

The meeting was called to order by the Chairman, Karl Herr.

Karl Herr, Chairman addressed the attendees and stated that the Planning Commission is an “advisory group to the municipal body. In other words, a “clearing house to the Board of Supervisors”. Last month the Planning Commission was requested to give conditional approval of a plan, whereby a motion was brought to the floor, but did not pass. All members voted Nay. Some confusion followed on the wording of the motion. Colin apologized also for adding to the motion but wanted to follow the correct procedure on the floor. Karl would like to discuss this further after the regular business.

MINUTES – Motion was made by Lynn Robinson, seconded by Colin Kraucunas and carried to approve the October 4, 2021 Minutes. MOTION CARRIED.

JOHN HAYS – 2 Lot Subdivision and Add-on Plan. We are still waiting for Chester County Health Department review.

Motion was made by Colin Kraucunas, seconded by Elizabeth Randolph and carried to recommend to the Board of Supervisors to grant a waiver from Section 617 – Survey monuments and pins of the SALDO to the level of the plan it is applicable. MOTION CARRIED.

Motion was made by Colin Kraucunas, seconded by Dave Underwood and carried recommending to the Board of Supervisors that they grant and accept an extension until January 15, 2022 for review of the John and Elizabeth Hays Subdivision Plan. MOTION CARRIED.

SUZANNE HALLADAY – 3 Lot Subdivision and Add-on. Plans were revised according to Upper Oxford Township engineer review and comments made at last month’s meeting. No development is planned at this time and the areas that can be developed will not affect any of those natural resources. The applicant is seeking waivers from the following:

Section 501.K – showing the location of significant physical features within the trace and a one hundred (100-foot) periphery strip adjacent to the tract

Section 601.K.1.b – Five (5) feet at a scale of one inch to one hundred feet using official USGS topographic quadrangle maps or actual field survey

Section 501.K.2 – Soil types and their boundaries, using official USDA Soil Conservation Service Soil Survey Information, or actual field survey

Section 501.K.3 – 7

3. Floodplain limits, using the sources cited within Article XII of the UOT Zoning Ordinance of 2010, as amended
4. Natural watercourses, ponds and swales
5. Slope in excess of twenty-five percent (25%)

6. Existing trees with a caliper of six (6) inches or greater

7. The limits of designated wetland areas. The delineation of wetlands need only be limited to those area of the tract which are proposed for earth disturbance, including fill, cuts and the creation of impervious surfaces.

Motion was made by Colin Kraucunas, seconded by Lynn Robinson and carried to recommend that the Board of Supervisors grant the requested waivers as listed in 501.K. MOTION CARRIED.

Motion was made by Colin Kraucunas, seconded by Elizabeth Randolph and carried to recommend to the Board of Supervisors that they grant the requested waivers from Section 617A and Section 617B, to not place monuments at all property corners and place a single monument between Parcel A and B at the right away line as listed as Note #3 on the plan. MOTION CARRIED.

Motion was made by Colin Kraucunas, seconded by Dave Underwood and carried to recommend to the Board of Supervisors that they approve the subdivision plan of Suzanne Halladay subject to the waivers being approved. MOTION CARRIED.

2022 MEETING DATES – The Planning Commission will have their first meeting of 2022 on January 3, 2022 at 6:30 where they will re-organize and any other business that comes before them. The dates for the remainder meeting dates for the year were approved by the Planning Commission.

SUPERVISOR RUGEN – gave the Planning Commission an update on our MS4 that the township engineer has completed. The Supervisors will review this and made a motion to forward the MS4 plan to DEP at their next meeting. Scott attended a regional meeting regarding the closing of the Jennersville Hospital and the impact it will have on our ambulances, namely Union Fire Company Ambulance and SCCEMS. The Supervisors are adding a 25% increase to our budget for the ambulances. The ambulances are working on a contingency plan with West Grove Ambulance. Chester County is working on a trail system and regional inventory of historic resources. The Supervisors will adopt the Proposed 2022 Budget at their meeting next week. The cable contract with Armstrong Cable is up for renewal after which time we can focus more on broadband.

Chester County Conservation District will attend the December 6, 2021 meeting. We are interested in partnering with them to identify the problems of the impaired streams.

The Planning Commission procedures of accepting plans was once again discussed. Plans need to be submitted one week prior to a meeting any also any review letters will be accepted up to one week before a meeting.

ADJOURNMENT – There being no further business, motion was made by Karl Herr, seconded by Elizabeth Randolph and carried unanimously to adjourn.

Respectfully submitted,

Jane Daggett
Secretary