

**LOWER OXFORD TOWNSHIP
PLANNING COMMISSION
Meeting Minutes**

Thursday, January 22, 2015

The Re-Organizational Meeting of the Lower Oxford Township Planning Commission was held at the Township Building, 220 Township Road, on Thursday, January 22, 2015, at 7:30 p.m.

The following were in attendance:

Members:

Kevin Martin, Chairman	P	John Williams, Vice-Chairman	P
Joel Brown	P	Larry Moran	P
John Walsh	P	Jay Stout	P
Bill Lewis	P	Debbie Kinney, Zoning Officer/Secretary	P

Public:

Blair Fleischmann	Zach Wilson	Ken Hershey
Ken Hershey	James Wilson	John Fellows, Duffield Associates

CALL TO ORDER

Chairman, Kevin Martin, called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

Chairman, Kevin Martin, led the Pledge of Allegiance to the Flag.

MOMENT OF SILENCE

RE-ORGANIZATION

Kevin Martin appoints Debbie Kinney as Temporary Chairman.

Debbie Kinney opened nominations for Chairman.

Joel Brown made a motion to appoint Kevin Martin as Chairman. Bill Lewis seconded the motion. All in favor. MOTION CARRIED.

Debbie Kinney handed the gavel over to elected Chairman, Kevin Martin.

Kevin Martin, Chairman, opened nominations for Vice-Chairman.

Jay Stout made a motion to appoint John Williams as Vice-Chairman. Larry Moran seconded the motion. All in favor. MOTION CARRIED.

Kevin Martin, Chairman, opened nominations for Secretary.

Joel Brown made a motion to appoint Larry Moran as Secretary. John Williams seconded the motion. All in favor. MOTION CARRIED.

Establish Lower Oxford Township Planning Commission Meeting Dates:

*John Williams made a motion to conduct the 2015 Planning Commission Meetings on the following dates:
Seconded by Bill Lewis. All in favor. MOTION CARRIED.*

Thursday, February 26 th	Thursday, June 25 th	Thursday, October 22 nd
Thursday, March 26 th	Thursday, July 23 rd	Monday, November 16 th
Thursday, April 23 rd	Thursday, August 27 th	Monday, December 14 th
Thursday, May 28 th	Thursday, September 24 th	Thursday, January 28, 2016

PUBLIC COMMENTS

- None.

RECOGNITION OF THOSE ASKING TO APPEAR ON AGENDA

- None.

APPROVAL OF MEETING MINUTES

John Williams made a motion to approve the Planning Commission meeting minutes of Monday, December 15, 2014. Seconded by Bill Lewis. Joel Brown abstained. MOTION CARRIED.

Subdivision & Land Development Plans

- Sebastian Estate - 2-Lot Subdivision
 - This plan will formally divide the property where it is already physically divided along Elkview Road.
 - There is no new construction proposed for this plan.
 - No Planning Modules required according DEP's letter dated October 27, 2014.
 - All comments on Township Engineer's letter dated December 17, 2014 review letter have been satisfied.

John Walsh made a motion to recommend approval of the Sebastian 2-Lot Subdivision to the Board of Supervisors for approval. Second by Jay Stout. Joel Brown and Larry Moran abstained. MOTION CARRIED.

- Stoltzfus - Add-On Plan
 - Letter received from PADEP dated September 28, 2013 granted an exception from Sewage Facilities Planning Module.

Larry Moran made a motion to recommend approval of the Stoltzfus Add-On Plan to the Board of Supervisors for approval. Seconded by John Williams. All in favor. MOTION CARRIED.

- **Bombay Enterprises LLC LDP**
 - Letter received from PADEP that the project does not meet the definition of a subdivision under PA Sewage Facilities Act. No Planning Modules are required.
 - John Fellows, Duffield Associates, spoke to the Planning Commission regarding this Land Development Plan. They are as follows:
 - This is a 50.2 Acres Limited Industrial Use.
 - It will be used for a wood-product bag & bulk storage facilities.
 - Stormwater Management is proposed.
 - Erosion & Sedimentation has been designed.
 - The existing well on the property will be utilized.
 - The entrance will be widened and improved.
 - Twenty parking spaces will be added and paved.
 - No variance or design waiver is needed.

NEW BUSINESS

- None.

OLD BUSINESS

- None.

PUBLIC COMMENT

- Ken Hershey wanted to thank Jay Stout for his support during the special hearing regarding the billboard ordinance.

Adjournment

Bill Lewis made a motion to adjourn at 7:55 p.m. Seconded by John Walsh. All in favor. Motion Carried.

Respectfully Submitted,

Deborah J. Kinney, Secretary