

**LOWER OXFORD TOWNSHIP  
PLANNING COMMISSION  
Meeting Minutes**

**Monday, January 24, 2019**

The Regular Meeting of the Lower Oxford Township Planning Commission was held at the Township Building, 220 Township Road, on Thursday, January 24, 2019, at 7:30 p.m.

The following were in attendance: Bill Lewis, Vice Chairman; Larry Moran, Secretary; Joel Brown; Taylor Wilson; Julie Brady; Alonzo Shoemaker & Terri Dugan, Codes Enforcement Officer & 5 guests.

**CALL TO ORDER**

Vice Chairman, Bill Lewis called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE**

Vice Chairman, Bill Lewis, led the Pledge of Allegiance to the Flag.

**MOMENT OF SILENCE**

**RE-ORGANIZATIONAL**

**Appointment of Temporary Chairperson**

Julie Brady moved to appoint Terri Dugan as temporary Chairperson. Seconded by Joel Brown. All in favor.

MOTION CARRIED.

**Nominations for the Chairperson of the Planning Commission Board 2019**

Terri Dugan opened nominations for the Chairman of the Planning Commission 2018.

Bill Lewis made a motion to appoint John Williams as Chairman for Lower Oxford Township Planning Commission. Seconded by Larry Moran. All in favor. MOTION CARRIED.

John Williams named as Chairman of the Planning Commission.

**Nominations for the Vice-Chairman of the Planning Commission Board 2019**

Larry Moran made a motion to appoint Bill Lewis as Vice-Chairman for Lower Oxford Township Planning Commission. Seconded by Joel Brown. All in favor. MOTION CARRIED.

Bill Lewis assumed position as Vice-Chairman of the Planning Commission.

**Nominations for the Secretary of the Planning Commission Board 2019**

Joel Brown made a motion to appoint Larry Moran as Secretary for Lower Oxford Township Planning Commission. Taylor Wilson seconded the motion. All in favor. MOTION CARRIED.

Larry Moran assumed position as Secretary of the Planning Commission.

**Establish Lower Oxford Township Planning Commission Meeting Dates for 2019:**

Larry Moran made a motion to conduct Planning Commission Meetings for 2019 on the following dates. Seconded by Joel Brown. All in Favor. MOTION CARRIED.

4<sup>th</sup> Thursday of each Month at 7:30 pm  
(except November & December)

February 28 <sup>th</sup>	August 22 <sup>nd</sup>
March 28 <sup>th</sup>	September 26 <sup>th</sup>
April 25 <sup>th</sup>	October 24 <sup>th</sup>
May 23 <sup>rd</sup>	November 25 <sup>th</sup> (Monday)
June 27 <sup>th</sup>	December 16 <sup>th</sup> (Monday)
July 25 <sup>th</sup>	January 23 <sup>rd</sup> , 2020

**APPROVAL OF MEETING MINUTES**

Joel Brown made a motion to approve the Planning Commission meeting minutes of November 19, 2018. Seconded by Julie Brady. MOTION CARRIED.

**SUBDIVISION & LAND DEVELOPMENT PLANS**

- **Runnymede Partnership Subdivision Plan - Limestone Road**  
4 Lot Subdivision
  - Reviews from Chester County Planning Commission & Township Engineer
  - Spencer Andress represented the plan. Discussed review from Township Engineer ~ minor revision requests will be addressed. No concerns with County Review.
  - Points in question from PC:
    - Actual name of Osborne Road ~ Old Osborne Road
    - Note #10 with reference to Easement/Stormwater Conveyance, Joel Brown recommended note with more clarification.
  
- **John King Land Development Plan - 260 Township Road**  
Hardware Store with Stormwater Management and Sewage Facilities Planning Module
  - Reviews from Chester County Planning Commission & Township Engineer
  - Points in question from PC:
    - Many points from Engineers review are in depth to “commercial” project vs Family Farm Related Business. (ie: parking, traffic impact, use of proposed bldg. etc) Concord and Planners aware and working to define proposed land development to Engineers satisfaction.
    - PC members questioned review from Chester County Planning Commission. Joel Brown stated, “as they give their review, it is the ultimate decision of the Township for approvals”.

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**NEW BUSINESS**

None

**OLD BUSINESS**

None

**PUBLIC COMMENT**

None

**Adjournment**

*Larry Moran made a motion to adjourn at 8.24 p.m. Seconded by Taylor Wilson. All in favor.  
MOTION CARRIED.*

Respectfully Submitted,

Theresa B. Dugan  
Codes Enforcement Officer