

**LOWER OXFORD TOWNSHIP
PLANNING COMMISSION
Meeting Minutes**

Thursday, January 27, 2022

The Regular Meeting of the Lower Oxford Township Planning Commission was held at the Township Building, 220 Township Road, Oxford, PA 19363 on Thursday, January 27, 2022, at 7:30 p.m.

The following were in attendance: Chairman, John Williams; Vice-Chairperson, Julie Brady; Secretary, Larry Moran; Secretary, Joel Brown; Jake DeWees; Recording Secretary, Deborah Kinney; and five guests.

CALL TO ORDER

Chairman, John Williams, called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

Chairman, John Williams, led the Pledge of Allegiance to the Flag and a moment of silence.

AMENDMENT TO THE AGENDA

Mr. Brown moved to approve an amendment to the agenda to include a Conditional Use Application for Lincoln University's Cresson Hall for relief from the 35' maximum building height requirement. Mr. Moran seconded the motion. All in favor. MOTION CARRIED.

RE-ORGANIZATION OF PLANNING COMMISSION

Mr. Brown moved to appoint recording secretary, Deborah Kinney, as temporary Chairperson. Mr. Moran seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney called for nominations for Chairperson of the Planning Commission.

Mr. Moran moved to appoint John Williams as Chairman of the Planning Commission. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Williams assumed position as Chairman and called for nominations for Vice-Chairperson.

Mr. Brown moved to appoint Ms. Brady as Vice-Chairperson. Mr. Moran seconded the motion. All in favor. MOTION CARRIED.

Ms. Brady assumed position as Vice-Chairperson. Mr. Williams then called for nominations for Secretary.

Mr. Williams moved to appoint Mr. Moran as Secretary. Mr. DeWees seconded the motion. All in favor. MOTION CARRIED.

Mr. Moran moved to approve the fourth Thursday of the month to conduct the Planning Commission meetings at 7:30 p.m., except for November & December which will be held on November 21st and December 19th. Ms. Brady seconded the motion. All in favor. MOTION CARRIED.

Mr. Williams called for recognition of those asking to appear on the agenda. There were none.

Mr. Williams called for public comments. There were none.

APPROVAL OF MEETING MINUTES

Mr. Moran moved to approve the Planning Commission meeting minutes of December 20, 2021. Ms. Brady seconded the motion. All in favor. MOTION CARRIED.

SUBDIVISION & LAND DEVELOPMENT PLANS

Patriot Self-Storage - 461A Limestone Road, Oxford, PA

Ms. Kinney presented the Patriot Self-Storage Land Development Plan to the Planning Commission and stated that the applicant is looking for a waiver of from \$22.303 of the Subdivision and Land Development Ordinance that requires a preliminary and final plan submission that has been recommended for approval by the Township Engineer in his review letter dated January 25, 2022. Barry Archmault (Kelly & Close Engineers), John McGlothlin (Applicant), and Jeff Nowland (Nowland Associates, Inc.) were present to discuss and answer any questions that the Planning Commission may have regarding the land development plan.

Mr. Archmault stated that the proposed project will be gated, and a security fence will be in place. A highway occupancy permit (H-O-P) has been applied for through PennDOT and they are looking for approval at the end of February. He further stated that there is a landscape plan on the northeast corner of the property. An NPDES permit application has been submitted to the County, and a stormwater easement has been submitted to the Township for review and approval.

Ms. Sebastian (Township Solicitor) stated that the stormwater easement needs to be more specific because there is insufficient information in the current submission.

The Planning Commission stated that they would like to see the site lighting indicated on the plans. They also recommended that the plans be reviewed by the Union Fire Company No. 1 to determine ample turnaround distance for their emergency equipment.

Mr. Brown moved that the Patriot Self-Storage plan be tabled until the Township receives the information from the applicant that they have requested. Mr. Williams seconded the motion. All in favor. MOTION CARRIED.

Bajaj Petroleum Land Development Plan - 1824 Baltimore Pike, Oxford, PA - 56-9-19.2

The Bajaj Petroleum Land Development Plan was discussed at some length and the Planning Commission decided that they needed updated plans that provides distances from the property lines. They asked Mr. Bajaj to have the plans updated and bring to the next meeting in February. There were no recommendations for approval at this time from the Planning Commission.

Conditional Use Hearing - Cresson Hall - 1570 Baltimore Pike, Oxford, PA 56-4-63E

The existing Cresson Hall building has a maximum height of 49'2" that exceeds the 35' height maximum of the ordinance.

Mr. Moran moved to recommend approval of the Conditional Use Hearing for Lincoln University's Cresson Hall to the Board of Supervisors. Mr. Williams seconded the motion. All in favor. MOTION CARRIED.

ADJOURNMENT

Mr. Moran made a motion to adjourn at 9:50 p.m. Ms. Brady seconded the motion. All in favor. MOTION CARRIED.

Respectfully Submitted,



Deborah J. Kinney
Recording Secretary