

**UPPER OXFORD TOWNSHIP PLANNING COMMISSION  
DECEMBER 4, 2017**

The Upper Oxford Township Planning Commission held their regular monthly meeting at the township building, 1185 Limestone Road, Oxford, PA at 7:00 P.M. on Monday, December 4, 2017.

Members present: Elizabeth Randolph, Sam Reyburn, David Underwood, Harold Bryson, Karl Herr and township secretary, Jane Daggett.

Others present: Scott Rugen, Denise Rugen, Charles Fleischmann, Howard Reyburn, Richard Hartshorne, John Theilacker and Seung Ah Byun from Brandywine Conservancy.

The meeting was called to order at 7:00 P.M. by the Chairman, Karl Herr.

MINUTES – Motion was made by Harold Bryson, seconded by Dave Underwood and carried to approve the November 6, 2017 Minutes. MOTION CARRIED.

YEAR END REPORT FOR 2017 – Motion was made by Karl Herr, seconded by Elizabeth Randolph and carried to approve the 2017 Year End report as presented by the Secretary. This report will be forwarded to the Board of Supervisors.

JANUARY 2018 MEETING – The Planning Commission will meet on Tuesday, January 2, 2018 at 6:00 P.M.

RICHARD HARTSHORNE – Is the owner of three parcels on Ray Mar Road, namely #57-3-80.3A, which is 8.2 acres, #57-3-81, which is 1.2 acres and #57-3-82.1, which is 1.9 acres with a garage. Mr. Hartshorne discussed with the Planning Commission the procedure of taking three lots and converting them into one large lot in order to build a residence on the property. Mr. Hartshorne said that the Recorder of Deeds Office informed him that he needed a letter from the Township in order to combine the three lots into one. It was decided by the Planning Commission that Mr. Hartshorne would need to hire an engineer to draw up a plan and present to the Planning Commission and follow proper procedures. This would be known as a “Reverse Subdivision Plan”.

BRANDYWINE CONSERVANCY – John Theilacker and Seung Ah Byun were present to discuss with the Planning Commission working together to amend the present zoning ordinance to allow improving the riparian forest buffer protection. Mr. Theilacker handed out information regarding the guidelines for the project tasks, a model Riparian Buffer Protection Overlay Districts, A Scientific Foundation for Shaping Riparian Buffer Protection Regulations and two maps showing the bodies of water and streams in the township. Discussion was held on the impact the ordinance amendments would have on property owners. It was noted that existing agriculture operations would not be affected. Mr. Theilacker stated that this model ordinance is being used across the state as a tool for municipalities. The ordinance would call for 100 feet buffers on each side of the streams and would allow for stream crossings, stream gages, natural trails and stream restoration. The model ordinance would allow the Board of Supervisors or the Zoning Hearing Board to modify the 100’ depending on the landowner’s unique situation. Change of ownership of the property would not change requirements on the property. Brandywine may be able to give some guidance towards funding to property owners. The maps are informational only, and will not be part of the ordinance. John and Seung will attend our January work session.

REGIONAL PLANNING – Scott announced that Vince Brown will be present at the next Regional Planning Commission meeting to discuss the opioid problem.

ADJOURNMENT – There being no further business, motion was made by Harold Bryson, seconded by Elizabeth Randolph and carried unanimously to adjourn at 8:02 P.M.

Respectfully submitted,

Jane Daggett, Secretary

