

OXFORD TOWNSHIP PLANNING COMMISSION MEETING MINUTES  
October 14, 2020

Chairman Linda Buffenmyer called the meeting to order by the Pledge of Allegiance to the American Flag at 6:30p.m. The following members were in attendance; Linda Buffenmyer, Verna Feeser, Larry Feeser, Mario Iocco, Robert Martin and Victoria Nicholson. Sitting with the members were Township Engineer Terry Myers, Township Manager Heather Snyder and Zoning Officer Darrin Catts.

**Motion on Previous Meeting Minutes:**

Mario Iocco second by Larry Feeser motioned to approve the September 9, 2020 meeting minutes with a correction made under the King Plan stating “If you met those criteria you wanted to have to use a development right for each of the lots”. This should read “ If you met those criteria you don’t have to use a development right for each of the lots”. 5 Aye Votes

**Public Comments Non-Agenda Issues:** None.

**Plans with Representation:**

**Jeremy S. & Jayme King Final Subdivision Plan:** Jeremy King were present on behalf of the plan. There are two letters 1. Adams County review comment letter dated September 11, 2020 and C. S. Davidson’s review letter dated October 12, 2020. Terry Myers went over his response letter dated October 12, 2020. The outstanding issues are;

**Zoning:**

1. Section 27-305.4.E. “Lots subdivided for a use other than agriculture and/or farms shall be located on a site the applicant proves to the satisfaction of the Board of Supervisors to be the least agriculturally productive in terms of soil, type, slope, size, shape, or other physical feature of the site”. Sharrah designed the two new residential lots (Lots 2 & 4) to be located on the outer side of the farm so it would not break up the farm land.
2. Section 27-305.4.B. Each new lot subdivided in the Agriculture District shall require the use of one permitted development right. This was corrected on the cover sheet.

**Subdivision and Land Development:**

**Waivers:**

1. 22-303 Preliminary Plan requirement
2. 22-308.B.8. the topography shown of the site was taken from PASDA; Sharrah noted it is very accurate.
3. 22-403.13 require road widening. The state road is 22 feet now; by ordinance it should be 36 feet wide. Terry Myers explained the only reason to go with 36 feet is if there is parking along side the travel lane which at this location there is no need for that.
4. 22-503 install curb requirement
5. 22-504 install sidewalk requirement

**Comments:**

1. 22-308B.27 need the owner’s signature on the plan
2. 22-308.C.10 need the Planning Module signed
- 3.22-407.5.B recreation fee

**General Comments:**

- 1.The wetlands note on Sheet 1 refers to Mt. Joy Township. Sharrah commented this correction will get done.
2. Note #6 on the cover sheet is unacceptable and needs removed. Sharrah has the title report and will remove it.

Terry Myers noted these are items that can be taken care of quickly. Adams County comments were received; that basically said it is consistent with Zoning and the SALDO.

There was discussion regarding the Clean and Green Program.

Mario Iocco abstained from voting on the waivers but said he is not against the waivers requested.

Larry Feeser second by Victoria Nicholson motioned to move to the Board of Supervisors; to recommend a waiver to 22-504 the requirement to install sidewalks for the Jeremy S. & Jayme King Final Subdivision Plan. 5 Aye Votes 1 Abstain Vote (Mario Iocco)

Larry Feeser second by Victoria Nicholson motioned to recommend the Board of Supervisors waive 22-503 the requirement to install curbs for the Jeremy S. & Jayme King Final Subdivision Plan. 5 Aye Votes 1 Abstain Vote (Mario Iocco)

Larry Feeser second by Victoria Nicholson motioned to recommend the Board of Supervisors waive 22-403.13 requirement to widen the street for the Jeremy S. & Jayme King Final Subdivision Plan. 5 Aye Votes 1 Abstain Vote (Mario Iocco)

Larry Feeser second by Victoria Nicholson motioned to recommend the Board of Supervisors waive 22-308.B.8 requirement of Certification by a professional engineer or surveyor that the topography shown resulted from an actual survey and the date of that survey for the Jeremy S. & Jayme King Final Subdivision Plan. 5 Aye Votes 1 Abstain Vote (Mario Iocco)

Larry Feeser second by Victoria Nicholson motioned to recommend the Board of Supervisors waive 22-303 requirement of a preliminary plan for the Jeremy S. & Jayme King Final Subdivision Plan. 5 Aye Votes 1 Abstain Vote (Mario Iocco) Sharrah will write a request for a waiver of the Preliminary Plan requirement.

Verna Feeser motioned when all outstanding issues are addressed the Planning Commission will sign the plan. Feeser amended her motion to; Verna Feeser second by Larry Feeser motioned to recommend the Board of Supervisors give conditional approval of the Jeremy S. & Jayme King Final Subdivision Plan and the Planning Commission will sign the plan when all the outstanding issues are satisfied. The outstanding issues are; waivers to 22-303 Preliminary plan; 22-308.B.8 topography survey; 22-403.13 road widening; 22-503 curbs; and 22-504 sidewalks. The ownership block needs signed 22-308B.27. The planning module needs signed 22-308.C.10. Recreation Fees need paid. Mt. Joy Township needs removed for the Wetlands Note on Sheet #1. Note 6 on the cover sheet is to be removed. 6 Aye Votes

There was discussion on how to handle the Sewage Planning Module with two townships involved. The Township SEO and the Board of Supervisors for both townships signed their copy of the planning module exemption. Sharrah took the copies with him to send to DEP for approval.

**Old/New Business:**

**Chapter 22 draft revision:** Terry Myers said to add in Section 22-502D. Street Signs

1. Street name signs shall be placed at one corner of every intersection.
2. Traffic control and safety signs shall be placed at the direction of the Township. All sign materials, installations, and designs must be in accordance with Township and Pennsylvania Department of Transportation specifications.

3. Prior to dedication and acceptance of any new streets or improvements to existing streets, the subdivider shall provide the appropriate traffic engineering studies to warrant the traffic control and safety signs.

Mario Iocco will talk to John Baranski regarding this. There was discussion on traffic control signs being supported by a traffic study.

The Planning Commission will review the list for discussion next meeting.

Darrin Catts reported he spoke to both fire chiefs and neither one of them rely on the underground fire tanks. They understood why they were put in the ordinance but they do not use the tanks. They do not have a problem with it not being a requirement. They would like more public water lines with serviceable hydrants. Mario Iocco explained the Township gets a monthly bill from York Water for the hydrants whether they are used or not.

Terry Myers reported some municipalities charge a fire hydrant tax; if you live so close to a fire hydrant you pay a fire hydrant tax. Because if you live a certain distance from a fire hydrant you get a break from your homeowner's insurance. Larry Feeser said this would hinder those homeowner's from donating to the fire company thinking they are paying their share but they are really not.

Larry Feeser recommends the Board of Supervisors abandon the underground fire tanks and turn them over to the property owners for them to deal with. Mario Iocco will talk to the other Supervisors how this should be approached.

Victoria Nicholson was told to put her request in writing and present to the Board of Supervisors to forward to PennDOT for a traffic sign to be put up on Irishtown Road bend for a stop sign for the people coming from the direction of Irishtown going straight onto Kohler Mill Road and a right turn keep moving sign for the other traffic.

Verna Feeser asked that the Board of Supervisors ask Chief Staab to have someone sit for a week or two in the Recreation Park driveway between 6:45a.m. and 7:15a.m. twice since school started someone running the school bus lights. Iocco explained residents can stop by and talk to the Chief themselves.

**Review of Draft Ordinance regarding a portable storage container:** Darrin Catts explained this ordinance is in response to a situation where a resident asked for a permit to place portable storage containers in his backyard to be used as an accessory storage building. The way our ordinance is currently written those devices met our requirements as either a structure or a building and they were permitted. There is nothing in the ordinance to deny this request. This situation is much more prevalent than anticipated. This was brought to the Board of Supervisors attention. Catts did some research with other municipalities and came up with this ordinance allowing these containers in the Commercial and Industrial Districts. The containers are also allowed in the Agricultural District if it meets the definition of a "Farm". That way not every residence in the Agricultural District can put one of these in their backyard but a farmer certainly could. This ordinance was reviewed by the Township Solicitor, who made some minor amendments. It's being presented to you for your consideration. Burying a container underground and using it for a fallout shelter would fall under Building Code Regulations due to having occupancy.

This will be sent to Adams County Planning for their review and offer comments before its advertised for adoption. The Planning Commission will wait to receive Adams County Planning comments before they comment on the ordinance.

Verna Feeser questioned the status with Batt's property along Carlisle Pike having all the trailers. Mario Iocco reported all the vehicles are registered.

**Electric signs:** Darrin Catts reported The Brethren Home is interested in having an electronic sign at their facility which is in the Residential High-Density District. Our current ordinance excludes that type of sign. They are permitted if they are excluded. John Baranski and Shane Rohrbaugh could not find any case law and that could be because most Township's allow them. If we were challenged the Township would probably lose so we need to amend our ordinance to allow them somewhere. Darrin Catts suggests an overlay to allow that along Route 30 and Route 94 if it is a commercial business requesting it; the Township would entertain a sign and then add any regulations that we want. The Board of Supervisors asked Catts to draft an ordinance. This will come before the Planning Commission for their review in the future. There are signs at ACNB, The Sudz Stop Car Wash, Shurfine, Toyota Dealer, Nevin's Auto Sales, PNC Bank, and the Utility Sheds along Route 30 plus two electronic billboards close to the Old Mill and one down from The Brethren Home Community and Frock Bros.; however, our ordinance doesn't allow them. These signs are basically where they would be permitted anyway.

Bob Martin did not receive an email with all the paperwork ahead of time and would have liked to review this before the meeting. Snyder will check into this and make sure he is added to the email grouping.

**Plan Procedure Handbook:** The Board of Supervisors, Terry Myers, Heather Snyder and Darrin Catts are working on a Procedure Handbook for reviewing plans. It would be like a checklist for all of us to follow for each plan. Terry Myers has it to review.

**Adjournment:** Larry Feeser second by Victoria Nicholson motioned to adjourn the meeting. Motion carried. Meeting adjourned at 8:00p.m.