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The meeting of the Douglass Township Planning Agency was called to order at 7:01 P.M. Members in attendance were: Joshua Stouch, Joe Richardson, Tom Wynne, Ed Reitz, Bill Zern, Carl Adams, and new member Joan DiCicco. Also in attendance; Solicitor Matt Doll, Josh Hagadorn of Gilmore & Associates, Maggie Dobbs from MCPC, Supervisor Alan Keiser, and 8 residents/developers.

Mr. Wynne led the Pledge of Allegiance to the flag. Mr. Wynne welcomed new Planning Agency Member Joan DiCicco and said to feel free to ask questions and give input at any time during the meetings. Mr. Wynne announced that Manager Peter Hiriyak was unable to attend the meeting due to a prior commitment.

Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of June 14th, 2018. No changes, corrections, or additions were given.

A motion was made by Mr. Stouch, seconded by Mr. Reitz to recommend approval of the June 14th, 2018 Planning Agency minutes. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Zern-Aye, Adams-Aye, and DiCicco-Abstain. Motion passed.

Zoning Hearing Board Application – Patriot GMC, 933 E. Philadelphia Avenue Rt.73/Rt.100 located in the GC General Commercial Zoning District. Ms. Lindsay Dunn, representing Helmer-Owens Properties LLC, gave a brief overview stating that the property owner is requesting relief to permit the expansion of a portion of the existing commercial structure by approximately 4,000 square feet, the proposed addition would expand the structure in a north-westerly direction toward Route 100. In addition, relief is requested to demolish an existing accessory structure, and replace it with a new accessory structure for vehicle display storage, approximately 6,000 square feet in size, to the rear of the property in its northernmost corner. Mr. Wynne asked if combining the properties was an option, Ms. Dunn replied that we are not opposed to combining the properties. They will improve Williams Way and the sidewalks & curbing along Rt.73. Mr. Reitz asked if trees will be planted, Ms. Dunne stated that they are proposing to add trees. Mr. Wynne and Mr. Stouch agreed that they have no issues with the proposal however encouraged the owners to consider some nice landscaping on the lot because it is the gateway to the Township and would tie in nicely with the refurbished McDonald's that is next to them.

A motion was made by Mr. Wynne, seconded by Mr. Reitz for support of the Special Exception with Variances and to recommend support by the Board of Supervisors for the proposed expansion and variances for the Patriot GMC Zoning Appeal Application. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Zern-Aye, Adams-Aye, and DiCicco-Aye. Motion passed.

Landscape Ordinance Final Draft – Mr. Wynne asked if the Planning Agency had any changes or concerns on the proposed Landscape Ordinance, hearing none he felt it was ready to send it to the Board of Supervisors. Mr. Doll said he would print a clean copy for the Board.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval of the proposed Landscape Ordinance to the Board of Supervisors. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Zern-Aye, Adams-Aye, and DiCicco-Aye. Motion passed.

Mr. Wynne announced that Manager Hiriyak would schedule Maggie Dobbs to appear before the BOS in the next few months to review the Ordinance with the Supervisors for adoption, Ms. Dobbs commented that she has a scheduling conflict with the Township's meeting nights however she will have someone present to review the ordinance with the Board.

Subdivisions and Land Developments

Graterford Properties – 400 Gilbertsville Road, Tim Hendricks, awaiting new plan submission for 10 lots. The revision will be reviewed as new submittal.

Quigley Bus Service – (Land Use Appeal Pending) Requests engineering meeting and to update P/A on Road Improvements on Schlegel Road and Middle Creek Road. Letter dated 6/20/18. Mr. Wynne stated that Manager Hiryak asked to schedule the Staff Meeting as the next P/A Workshop on August 9th, 2018 at 6pm, the Planning Agency was in favor of Mr. Hiryak’s suggestion.

Danny Jake/Hallowell Cluster- Final Plan to BOS for review in 2018.

Wynstone Subdivision – New Hanover Township, no new information.

Danny Jake Corporation, Zern Tract – Proposed 241 Single Family Townhomes on 28.5 acres, Zoned R-3. Preliminary Plan Approval Granted. Final Plan Review Pending.

Minister Creek LP – Mixed use project – Transportation Impact Study Submission dated May 2016. (Project on Hold).

Sign Ordinance – U. S. Supreme Court Case, revisions pending.

PA Medical Cannabis Legislation – No new information received.

Holly Road – Neighborhood mixed use on 52 acres. Revised Preliminary Plan received September 2017. G&A review dated 10/6/17 and MCPC review dated 11/6/17. Staff meeting 6/14/18.

Moyer/Mooney – BOS approved Waivers and Development Plan on 6/18/18.

303 Gilbertsville Road- Proposed 8 lots on 10 acres. Sketch Plan received 6/20/18. G&A review dated 7/10/18. Tim Hendricks stated that this is 9 plus acres with an abandoned house and barn which will be demolished. A proposal for 10 lots and an agreement to buy the adjoining lot to build a house on it. Mr. Hendricks asked for direction regarding the engineer’s letter so they could move forward with sewer along the creek, public water, and landfill zoning permits in regards to the rear lots. Also discussed was the number of lots being proposed, the number of rear lots, the configuration of the lots as well as any alternate layouts such as a cul-de-sac or local access drive. The P/A asked if any road improvements would be made to Gilbertsville Road, Mr. Hendricks indicated if he were to do road improvements he would have to increase the amount of homes on the property. Mr. Stouch had easement and driveway concerns and said there will be serious driveway site issues and fire apparatus will not be able to maneuver, Mr. Hendricks stated that the driveway can come straight out with PennDot requirements. Ms. Dobbs suggested using a horseshoe public road joining driveways for accessibility creating a connected network, Mr. Stouch liked the horseshoe road or a single driveway. Mr. Hendricks asked the P/A which is their preferred plan. Mr. Adams stated that with all the easements to get to the road will be a nightmare, and also asked who will maintain grass. Mr. Hendricks stated that the homeowners will be responsible, there will be no HOA. Mr. Stouch commented that a public road or thoroughfare is needed with one access and he is not opposed to two cul-de-sacs. Mr. Richardson liked the horseshoe with one way in and one way out. The developers stated that PennDot is not easy to work with, they want things a certain way. Mr. Hendricks would like to attend next BOS meeting for their input.

Workshop Items

(ACTIVE)

- a. Signage and Lighting Ordinance Revisions – This will be the next project after the Landscaping Ordinance is completed.
- b. Act 209 Study – Act 209 Committee Meeting Schedule TBA (Additional Engineering work budgeted for 2018).
- c. Zoning/SALDO Updates (Codification in process)
- d. Mapping out Market Street

(INACTIVE)

- e. Green Building Ordinance

Pottstown Metro Regional Planning Commission Update – Ed Reitz

Mr. Reitz announced that a Golden Corral Franchise will be re-locating in the Coventry Mall. The members are requesting additional presentations on municipal storm water management and the new walk/bike lanes in Pottstown Borough. Eric Jarrell (MCPC Community Planning Chief) discussed Pottstown Region recommendations for the Main Street Greenways and Stewardship Plan. The plan provides safe walkable Main Street destinations, provides green sustainable landscapes with increased storm water management. These will be a “Stewardship Guidebook” for use by municipalities and private landowners. The draft will be completed by October 2018. There will not be a PMRPC meeting in July or August due to the summer schedule.

Public Comment

No public comment was given.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – Land Use Appeal Pending.
- III. Zern Tract – August 2018 – The Zern Tract has requested a 60 Plan Review Extension

A motion was made by Mr. Wynne, seconded by Mr. Stouch to recommend, to the Board of Supervisors, a 60 day plan review extension for the Zern Tract. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Zern-Aye, Adams-Aye, and DiCicco-Aye. Motion passed.

- IV. Graterford Properties – Indefinite
- V. Holly Road – December 2020
- VI. Moyer/Mooney – September 2018
- VII. 303 Gilbertsville Road – Sketch Plan

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 7:50pm. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Zern-Aye, and DiCicco-Aye. Motion passed.

The next Planning Agency Meeting will be held on August 9th, 2018.

Respectfully submitted by,
Marcy Meitzler