



PLANNING AGENCY Township of Douglass, Montgomery County

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19525

Area Code 610 - 367-6062

FAX 610 - 367-7124

December 9th, 2021

1. Call the meeting to order
2. Pledge of Allegiance
3. Resignation – Thank you Tom Wynne for over 20 years of dedicated service to Douglass Township.
4. Minutes from the November 11th, 2021 Planning Agency Meeting.
 - a. Additions, corrections and motion for approval.
5. P/A Members – 2022 Term Updates & 2022 Meeting Dates
 - a. Residents interested in serving on Boards or Committees, contact BOS or Manager.
6. Subdivision and Land Development
 - a. Quigley Bus Service – (Land Use Appeal Pending) PA recommended approval of waivers & preliminary plan to BOS. (No New Information)
 - b. Danny Jake/Hallowell Cluster – Phase I (15 Lots) approved, Phase II Submittal Pending
 - c. Wynstone Subdivision – New Hanover Township (No New Information)
 - d. Minister Creek LP – Mixed use project – (No new information)
 - e. Holly Road – Neighborhood mixed use on 52 acres. Staff meeting held, discussed stormwater issues – re-submittal pending.
 - f. 650 Englesville Road, Rolph Graf – R-3 Zoning, plan submitted for reviews.
 - g. Schreiner Property, R-1 West Branch Rd/Paper Mill Rd – Waiting for plan submission.
 - h. Rotelle Builders – Buchert Road Kelly Acres. Revised Plan Submitted September 2021. Pennoni & MCPC reviews. Plan revisions & waivers pending.
 - i. Cobblestone Commons Rt. 73 13 acres CC Convenience Commercial – Staff Meeting Request
 - j. Dienno Tract – R-1 Hallowell Rd/Oberholtzer Rd, 41 acres – Rob Lewis Introduction
7. Workshop Items
 - (ACTIVE)
 - a. Signage/Lighting
 - b. Zoning/SALDO Updates (Codification in process)
 - (INACTIVE)
 - c. Green Building Ordinance
 - d. Revitalization
8. Pottstown Regional Planning Commission Update
9. Public Comment
10. Deadline Dates for Subdivision Submittals:
 - I. Cobblestone Commons – Indefinite
 - II. Quigley Bus Service – (Land Use Appeal Pending)
 - III. Holly Road – February 2022
 - IV. Rotelle – December 2021
11. Adjournment

NEXT MEETING DATE THURSDAY, JANUARY 13TH, 2022 @ 7PM

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The meeting of the Douglass Township Planning Agency was called to order at 7:00 P.M. Members in attendance were: Joe Richardson, Sara Carpenter, Mr. Reitz, and Joan DiCicco. Also, in attendance were Solicitor Blake Dunbar, Supervisor Stouch, Manager Peter Hiriyak, Allison Lee from Pennoni Engineering, Eric Jarrell from MCPC, Andrew Duncan, and 7 residents/developers. The meeting room was arranged for modified social distancing regulations.

Mr. Reitz led in the Pledge of Allegiance. Manager Hiriyak announced that Mr. Wynne has resigned as Vice-Chairman of the Board of Supervisors and as the Chairman of the Planning Agency. He thanked Mr. Wynne for over 20 years of dedicated service and leadership to Douglass Township, he will be missed.

Mr. Reitz asked if there were any changes, corrections, or additions to the Planning Agency minutes of November 11th, 2021. No changes, corrections, or additions were given.

A motion was made by Ms. Carpenter, seconded by Mr. Richardson to recommend approval of the November 11th, 2021 Planning Agency minutes. Richardson-Aye, Carpenter-Aye, Reitz-Aye, and DiCicco-Aye. Motion passed.

P/A Members 2022 Term Updates & 2022 Meeting Dates - The manager announced that Ms. DiCicco's term will expire at the end of this year. Ms. DiCicco has expressed that she wishes to continue on the Planning Agency. The manager stated that we have two seats to fill on the planning agency, Mr. Wynne has resigned and Carl Adams has resigned because he will be spending much of his time out of the area. Any residents interested in serving on Boards or Committees are to contact the Board of Supervisors or Manager Hiriyak. He also thanked the four members that attended this evening because we needed a Quorum to conduct business and added that there will be no workshops until we have a full Planning Agency. Mr. Reitz stated that he spoke with Mr. Adams and he thanked everyone for his time on the planning agency, Carl was valuable to the P/A with his engineering background and his 20 years of experience on the P/A. .

Subdivisions and Land Developments

Quigley Bus Service – (Land Use Appeal Pending) P/A recommended approval of waivers and preliminary plan to BOS. (No New Information)

Danny Jake/Hallowell Cluster- Phase 1 (15 Lots) approved, Phase II Submittal Pending.

Wynstone Subdivision – New Hanover Township (No New Information)

Minister Creek LP – Mixed use project - Staff Meeting Request

Holly Road – Neighborhood mixed use on 52 acres. Staff meeting held, discussed stormwater issues – re-submittal pending.

650 Englesville Road – Rolph Graf – R-3 Zoning, plan submitted for reviews.

Schreiner Property – R-1 West Branch Rd/Paper Mill Rd - Waiting for plan submission.

Rotelle Builders – Brian Boyer, Buchert Road Kelly Acres. Revised Plan Submitted September 2021. Pennoni & MCPC reviews. Plan revisions & waivers pending. Mr. Boyer was present to address a few of the SALDO comments. **SALDO Comment 9** – requires trees over 6” to be located. The majority of the trees on the site are over 6”. The Kelly’s planted many of them as part of their nursery operation. Would prefer to only locate the trees over 12”, Pennoni’s response is we would support a partial waiver from this code section due to the limited size and scope of the project, and to conform to the more recent landscape ordinance adopted which references tree sizes 12” and larger. **Comment 18** – requires a landscape architect or other professional to prepare the landscape plan. We would like to use a combination of Hugh Kelly, Myself (PE) and one of my staff members who has an LA degree to prepare the plan. Section 420-1 of the landscape ordinance states as follows: A landscape plan shall be submitted as part of all subdivision and land development plan submissions. The landscape plan shall be

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prepared by a qualified professional such as landscape architect, arborist, horticulturist, urban forester, nurseryman or landscape designer. The landscape plan shall depict a planting design that mitigates the impacts of the proposed site activity, is coordinated with the proposed development and the surrounding community character, and complies with at least the minimum planting requirements of this Article. Pennoni – the combination as listed above would be acceptable since the combination of individuals listed above meets the intent of the code requirement. For the record, I would inquire on the number of years experience of each individual to document the level of experience. **Comment 24.a.** – requires a Landscape Architect to sign and seal the plan. Can a PE sign the plan per Comment 18 - Section 420-1.B.3.a states that the final landscape plan must be signed and sealed by a registered landscape architect responsible for preparing the landscape plan and details. We would support a partial waiver from this section of the code since the intent of the landscape plan will be prepared by qualified professionals. We would recommend that there be a statement of the landscape plans to note as such in lieu of the registered landscape architect's certification block. Ms. Lee is waiting for revised plans and has no objections with the above. Revision will be forthcoming and clean waiver letter for the January 13th planning meeting.

Cobblestone Commons – Rt.73, 13 acres (CC) Convenience Commercial – Staff Meeting Request T.B.A.

Diunno Tract – R-1 Hallowell Rd/Oberholtzer Rd, 41 acres – Rob Lewis Introduction. Rick Mast stated that the Diunno Tract is under agreement by Keystone Custom Homes who will be building homes in the Hallowell Tract. This is a proposed residential cluster development sketch plan. Some of the important issues are: The zoning ordinance requires tracts that meet certain criteria (minimum tract size of 20 acres, within 1/3 mile of public sewer, located in the R-1 District) to utilize the Residential Cluster Development Standards. The sketch plan utilizes those standards. The required Residential Cluster Development also requires public sewer. The plan shows how public sewer could be extended from the collection system to be constructed as part of the Country View project. The extension of public sewer to the property will require a revision to the Township's Act 537 Plan. The yield for the development is based on a filed and pending Preliminary Plan for the Diunno Tract that showed 23 lots. The Residential Cluster Development also shows 23 lots. This is similar to the Country View project where the yield density for that project was based on a prior filed Preliminary Plan (non-cluster). The property borders the Township Open Space that is to be dedicated as part of the Country View project. This could potentially create a significant and continuous Open Space area. The proposed development is on one side of the stream that runs through the property with a proposed 24 out of 40 acres of open space. It is intended to have public water. Mr. Mast stated that he just wanted to bring to our attention with an introduction and possible feedback. Mr. Reitz liked the plan. Mr. Hiriyak asked if there were any plans to upgrade the existing culvert on Hallowell Road, Mr. Mast replied the culvert is surrounded by open space as a buffer to keep traffic out but they can look at possibly doing something with the culvert. Ms. Carpenter asked what is the timeline for this project, Mr. Mast replied that it would take two years to process. Mr. Stouch asked if there would be an HOA, Mr. Mast replied yes there would be an HOA and the public road dedication. Ms. Lee asked what is the size of the cul-de-sac, Mr. Mast responded a 50' right-of-way with a 40' bulb meeting the ordinance standards. Mr. Mast said the lot is mostly woodland/tree woods with the bulk remaining. Ms. Carpenter asked about parking, Mr. Mast said the road is a 30' cartway and 26' loop way with parking on one side. She asked for other parking accommodations for consideration. Mr. Richardson asked where the high elevations run on the plan, Mr. Mast stated that the high point runs north and the low point runs south on the property. Ms. Lee said on lots 13 thru 20 the rear yards are near the stream, Mr. Mast said they are 30' from the floodline and they are keeping the lots as high as possible. Mr. Duncan said Mr. Mast does a great job with his designs but cul-de-sacs are hard for emergency vehicles to navigate and at Hallowell & Oberholtzer Road there is a blind intersection, can something be done to go another direction. Ms. Lee stated that sewer lines run through stream crossings, Mr. Mast said we will talk to BMMA. Mr. Hiriyak asked Mr. Mast to attend a BOS meeting early next year to introduce this proposal.

Workshop Items

(ACTIVE)

- a. Signage/Lighting – the new planner is to look compare the signage/lighting in Limerick to Douglass Township’s ordinance in 2022.
- b. Zoning/SALDO Updates (Codification in process)

(INACTIVE)

- c. Green Building Ordinance
- d. Revitalization

No workshops will be scheduled until later next year when we have a full Planning Agency Board.

Pottstown Metro Regional Planning Commission Update – 2022 Meeting Dates were handed out. If anyone on the Planning Agency is interested in attending the PMRPC meetings please notify Mr. Hiryak.

Public Comment

Mr. Stouch thanked the planning agency members for their work and dedication this year, Mr. Wynne and Mr. Adams are next to impossible to replace and will be missed. Ms. Carpenter will be serving on the Board of Supervisors and has decided to remain on the planning agency and as of the January 2022 meeting we should have a full P/A board.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite – Staff meeting will be scheduled sometime in 2022.
- II. Quigley Bus Service – Land Use Appeal Pending.
- III. Holly Road – February 2022 - Revision coming.
- IV. Rotelle – December 2021 - Revision coming.
- V. 650 Englesville Rd – February 2022

A motion was made by Ms. Carpenter, seconded by Mr. Richardson to adjourn the meeting at 7:31pm. Richardson-Aye, Carpenter-Aye, Reitz-Aye, and DiCicco-Aye. Motion passed.

The next Planning Agency Meeting will be held on January 13th, 2022

Respectfully submitted by,
Marcy Meitzler