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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: Josh Stouch, Joe Richardson, Bill Zern, Tom Wynne, Ed Reitz, Carl Adams, and Debie Pishock. Also in attendance; Solicitor Matt Doll, Josh Hagadorn of Gilmore & Associates, Maggie Dobbs from MCPC, Supervisors Tony Kuklinski and Alan Keiser and 17 residents/developers.

Mr. Wynne led the Pledge of Allegiance to the flag.

Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of January 14<sup>th</sup>, 2016, no changes were given.

A motion to recommend approval of the January 14<sup>th</sup>, 2016 Planning Agency minutes was made by Mr. Stouch, seconded by Mr. Reitz. Stouch-Aye, Richardson-Aye, Zern-Abstain, Wynne-Aye, Reitz-Aye, Adams-Abstain, Pishock-Aye. Motion passed.

Zoning Hearing Board Update – Eldon Leasing (Assoc. Truck Parts), proposed pole barn, variance request for side yard setback, building coverage, and fence requirements – Variance Granted with conditions.

### **Subdivisions and Land Developments**

***Clover Hill, John Backenstose*** – R-1 Niantic Rd., Settlement Agreement with BOS. Final Plan received 11/2/15, Awaiting Gilmore & Associates final review in 2016.

***Quigley Bus Service*** – Revised Land Development Plans and Transportation Impact Study received. G&A second review dated 2/4/16. Mr. Hagadorn stated that the Traffic Impact Study does not reflect or quantify the number of parking spaces on the lot. The study does not show where these buses will be traveling to nor does it calculate the number of buses that will be traveling each roadway and intersection. Mr. Quigley stated that part of the parking lot is for future buses, Mr. Hagadorn stated that any future increases in bus traffic must be reflected in the study. Mr. Wynne stated that the traffic impact is the big question with this proposal, it must be addressed before the site plan is reviewed. Mr. Quigley stated that he was unaware of this. Mr. Wynne stated that this has been the issue from the start, it is what the Township has been requiring from this proposed land development plan. Mr. Quigley still insisted that he was not aware of this. Mr. Hagadorn said that you must show the bus routes and number of future vehicles on the road, this must be part of the Traffic Study. The Township needs this information to determine the amount of impact the school buses will have on the area roadways and intersections and what improvements must be made to accommodate the increase in traffic. We didn't get the plans until mid-January and we just received an email from you and we addressed it in our recent review last minute for courtesy. Mr. Quigley stated that he will supply the information on the bus routes and why the future parking spaces are needed as part of the traffic documents. The manager stated that Mr. Quigley through his attorney is requesting a 30 day plan review extension recommendation to the Board of Supervisors until the March 21<sup>st</sup>, 2016 BOS meeting. .

A motion was made by Mr. Stouch, seconded by Mr. Adams to recommend, to the Board of Supervisors, a 30 day plan review extension for the Quigley Bus Service proposal contingent on supplying all the necessary Traffic Impact documents required. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

***Danny Jake/Hallowell Cluster***- Final Plan to BOS for review in 2016.

***Wynstone Subdivision*** – New Hanover Township- Project presentation to BOS 10/19/15. Future traffic meetings with PennDot and Montgomery County will be announced. Letter sent to PMRPC.

**Danny Jake Corporation, Zern Tract** – Proposed 241 Single Family Townhomes on 28.5 acres, Zoned R-3. Staff meeting notes dated 12/1/15 and G&A review of zoning plan dated 12/1/15. Awaiting plan revisions for review.

**Minister Creek LP** – Mixed use project – Letter and Map from PennDot 9/28/15.

**Municipal Floodplain Ordinance** – Final Draft prepared, recommendation to the BOS required. The manager stated that the Final Draft is completed and it is Montgomery County compliant the deadline is 3/20/16.

A motion was made by Mr. Wynne, seconded by Mr. Zern to recommend approval of the Municipal Floodplain Ordinance to the Board of Supervisors. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Pishock-Aye. Motion passed.

**Donnelly Tract** – 44 lots Middle Creek Road, R-1 Cluster Zoning. Revised plan received 11/16/15. G&A second review letter dated 2/4/16. Attorney Frank Bartle, Michael Gambone, Planner John Kennedy, and Engineer Rolph Graph were present. Mr. Bartle gave a brief overview and stated that an updated waiver request letter has been submitted. Mr. Hagadorn stated that there is no existing water connection, Mr. Graph stated that there are water and sewer possibilities at Douglass Estates on Middle Creek Road which we are pursuing and we know this issue must be addressed. Mr. Hagadorn suggested a staff meeting to go over some engineering issues, Mr. Graph agreed. Mr. Graph stated that as far as public sewer is concerned the pump station is elevated compared to the placement of the lots, so they will be installing grinder pumps on each lot. Mr. Graph commented that approximately 59.2 acres are to be dedicated to the Township for open space which is adjacent to existing Douglass Township open space. Mr. Graph said they plan on adding a small parking area, walking trails, or naturalized trails, paving to public area. There were some concerns that naturalized trails are not ADA compliant and what is the legality for ADA (American Disabilities Act), also there was discussion on whether to put a small pavilion on the grounds or a gazebo. Mr. Stouch commented that possibly the Boy Scouts would extend the trail from the Labor Tract into this open space as a Scout Project. Ms. Dobbs asked if the developer would be providing signage for the open space, Mr. Graph replied that they could. The manager stated that we have installed large signs on open space properties that have been bought with County funding, however since this is privately dedicated open space property the sign could be smaller in size, Mr. Wynne suggested that the sign could be part of the HOA requirements.

Mr. Stouch left the meeting at 8:00pm to respond to an emergency call.

Mr. Bartle addressed the waiver letter with the Planning Agency: **Section 305.2** – a waiver from the requirements to complete all survey work for plan preparation and design work based upon the BMMA sanitary sewer system datum. The survey work completed by Edward M. Huber, PLS was based on a FEMA benchmark as noted in Note 6 of the Overall Existing Conditions Plan. The basis of this benchmark is NGVD 1929. An equality between the two different datum will be provided – P/A agreed. **Section 305.4.C** – waiver from the requirement to provide the location and size of sanitary and storm sewers within 400 feet of the tract. The proposed development does not propose a connection to existing storm sewers near to the site. The required information has been provided for sanitary sewers located in immediate proximity of the site, along with extensive off-site information for the proposed connection at Douglass Estates. P/A agreed. **Section 305.4.1** – waiver from the requirement to provide the location, size, species and condition of trees six inches in diameter or greater, when standing alone or in small groups. The plans provide an aerial image of the site, and a surveyed edge of tree masses. The majority of the site is cultivated fields and brush. A very small area of the existing wooded area is proposed to be removed. We would propose documenting the tree sizes within the limits of disturbance to record those being removed in excess of 6 inches and to determine the appropriate replacement trees. P/A & G&A agreed. **Section 305.4.M**- waiver of the requirements to provide the location of wells within 100 feet of the tract. The project proposes connection to both public water and sanitary sewer systems. The project is single family residential and therefore, considered a low risk for contamination of the existing groundwater. P/A G&A agreed. **Section 405.2** – waiver of the requirement to provide curbing along

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Middle Creek Road. Middle Creek Road currently does not have curbing along the frontage extending to Congo Road due to the rural nature of the area. Mr. Wynne wants safe passage for residents along this road and he would like to see if something could be done to improve the roadway shoulders, ditches or increase width of the street for a dedicated walking area. It was agreed that there would be a site visit pending approval. **Section 412.2.A** – waiver of the requirement to provide a minimum of 50-foot from driveways to street intersections, as measured by centerline to centerline. Lots 39, 40, and 7 have been revised to provide increased separation from the street intersection. Grading restrictions require the driveways on the high side of the property. All three lot driveways are in the vicinity of controlled intersections. P/A agreed. **Section 424.1.A** – waiver from the requirement to provide sidewalk on both sides of proposed streets. Sidewalks are proposed along the outer loop of the internal roadway (Roads A and C) along one side of the street, as well as along the open space area located within Road B. There is currently no sidewalk along Mill Creek Road. Ms. Dobbs added that pedestrian crossing and crosswalks must be highly visible. P/A agreed. **Section 420-1.A.3** – waiver from the requirement to provide an inventory of all trees 6 inches in caliper and larger. There are limited trees within the limits of disturbance. We would propose documenting the tree sizes within the limits of disturbance to record those being removed in excess of 6 inches and to determine the appropriate replacement trees. P/A G&A agreed pending site visit. **Sections 405 and 406** – waiver from providing groundwater recharge/infiltration in accordance with the requirements in this section, including testing. Site infiltration testing has been performed showing the site soils have very low permeability and will not infiltrate surface water. P/A agreed pending G&A approval.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval, to the Board of Supervisors, of the waivers requested in the revised waiver letter dated February 11<sup>th</sup>, 2016 for the Donnelly Tract contingent on a site visit for waivers Section 405.2, Section 420-1.A.3, and pending approval from G&A on Section 405 and 406. Stouch- Absent, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

**Main Street Financial, 1012 E. Philadelphia Ave** – John Aston, proposed land development, shared parking with Catagnus Funeral Home. G&A review dated 12/3/15. Awaiting revised plan in 2016.

**Sign Ordinance** – U. S. Supreme Court Case, awaiting update in 2016.

**Gilbertsville Veterinary Hospital Expansion** – 1538 E. Philadelphia Ave, introduction to proposal. Mr. Ken Picardi is representing owners Mark and Diane Hanlon and stated that the Gilbertsville Veterinary Hospital is located between Bermont Motors and a small shopping center in the VCC Zoning District with 20 fulltime employees. Mr. Picardi said that the business is doing very well and is in need of expansion, the owners are in the process of purchasing a bordering property and proposing to have James Street, a paper street that runs behind the business and shopping center, abandoned for the proposed expansion and additional parking area. The proposal would possibly need a variance for relief from a required 25' property buffer in order to have additional parking. Ms. Pishock asked what the owners/tenants of the shopping center thought of this proposal, Mr. Picardi stated that we are unaware of any concerns. Ms. Pishock asked if the expansion would be for boarding purposes, Mr. Hanlon stated that the expansion would be for exam and treatments room, office areas, no boarding. Mr. Picardi stated that the property borders the Yerrington property whom the Hanlons' have good relations with and have an existing 6' privacy fence to buffer their property, there is a storm water retention basin in front of the property, Mast Engineering is looking into improvement possibilities with an entrance from Route 73 and an exit from James Street that runs behind the shopping center to Ammon Avenue and then back onto Route 73. Ms. Dobbs asked what are you doing as far as trash, Mr. Hanlon stated that he has a dumpster in the back of his business and he was willing to improve & buffer the trash area. Mr. Stouch asked if Mr. Hanlon approached the other residents bordering his expansion proposal area, he replied that he will contact the neighbors. The P/A Members were in agreement that the Hanlons' have always been good

neighbors in Douglass Township and they have no issues with their proposal. The proposal should be presented to the Township building and zoning department.

Mr. Stouch returned to the meeting at 8:30pm after responding to an emergency call.

### **Workshop Items**

(ACTIVE)

- a. Act 209 Study – No meeting scheduled
- b. Green Building Ordinance - Parking Area Workshop Meeting 3/10/16 @ 6pm(Justin Keller, Circuit Rider will be invited to attend).
- c. Zoning/SALDO Updates – Gilmore e-mail dated 2/28/15.
- d. Sketch Plan Ordinance

(INACTIVE)

- e. Lighting
- f. Revitalization/Montco 2040 Implementation Plan

**Pottstown Metro Regional Planning Commission Update** – Mr. Reitz said that reorganization was held at the last PMRPC meeting. Also discussed was the Lanternfly infestation, the Coventry Trails Alignment, the subcommittee for the Greenway Open Space Study. Mr. Reitz commented that the PMRPC also discussed that the only submission from Wynstone is a Sketch Plan, no formal plan has been submitted. Mr. Wynne thanked Manager Hiryak for sending a letter to PMRPC stating the concerns of the Planning Agency and residents involving the Wynstone Development proposal and the need for PMRPC to conduct a complete review of the proposal and that a traffic study be conducted for the project.

### **Public Comment**

No public comment was given.

### **Deadline Dates for Subdivision Submittals:**

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – February 16<sup>th</sup>, 2016 (see above recommendation)
- III. Zern Tract – February 16<sup>th</sup>, 2016 – The manager stated that the Developer has requested a 90 day plan review extension.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval to the Board of Supervisors for a 90 day plan review extension for the Zern Tract. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

- IV. Donnelly Tract – February 16<sup>th</sup>, 2016 – The manager stated that the Developer has requested a 90 day plan review extension.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval to the Board of Supervisors for a 90 day plan review extension for the Donnelly Tract. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

- V. Main Street Financial – 1012 E. Philadelphia Ave – February 16<sup>th</sup>, 2016 – A 90 day plan review extension request has been received.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval to the Board of Supervisors for a 90 plan review extension for the Main Street Financial Plan. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Adams to adjourn the meeting at 8:50pm. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

The next Planning Agency Meeting will be held on March 10<sup>th</sup>, 2016.

Respectfully submitted by,  
Marcy Meitzler