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The meeting of the Douglass Township Planning Agency was called to order at 7:04 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, Pete Hiryak, and 8 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 February 11th, 2016, no changes were given.

A motion to recommend approval of the February 11th, 2016 Planning Agency minutes was made by Mr. Reitz, seconded by Ms. Pishock. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

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. Mr. Karver and Mr. Aston were representing the developer and stated that this development was proposed in 2002-2003 and has been revised as part of the settlement of litigation of 3 large lots in Douglass Township. The Solicitor is to review easement legal description for the site triangle. Mr. Hagadorn stated that there will be one entrance to 3 driveways, the maintenance is responsibility of the owner of lot 14, the driveway will be 18' with 2 bump outs, there is a DEP permit for the culvert,. The plans seem to satisfy the litigation stipulations.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to recommend approval of the Clover Hill Subdivision Plan to the Board of Supervisors contingent upon satisfying the stipulations of litigation and pending review of the easement legal description for the site triangle by the Township Solicitor. Richardson-Aye, Stouch-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. Mr. Hagadorn stated that they will have to submit a full engineering plan, the developer will need several waivers. Mr. Wynne stated that he did not like the 9'x18' driveways at all, he will fight on that one because the driveways are not big enough, also he does not like on page 4 – street trees and spacing. Mr. Hagadorn stated that this was only the preliminary engineering plans. Mr. Reitz was concerned about the building setbacks discussed at staff meeting. No other comments were given.

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

Municipal Floodplain Ordinance – Adopted by the Board of Supervisors on 2/16/16.

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. P/A recommendation to BOS on waiver request submitted by developer.

Main Street Financial, 1012 E. Philadelphia Ave – Awaiting revised plan in 2016.

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

Gilbertsville Veterinary Hospital Expansion – 1538 E. Philadelphia Ave, awaiting Land Development Plan.

Frain Land Development Plan Phase II dated 1/21/16 – Mr. Aston stated that this is the completion of the subdivision started last year, in order for Mr. Frain to build a house on the lot. A recommendation to the Board is requested

A motion was made by Mr. Wynne, seconded by Mr. Zern to recommend approval of the Frain Land Development Plan phase II to the Board of Supervisor as completion of the subdivision process that was started last year for Mr. Frain. Richardson-Aye, Stouch-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

Mr. Aston asked if the Township has received a plan review extension request from Main Street Financial, there is no easement agreement between Catagnus and Main Street, the manager replied that the plan timeframe is up on 5/16/16. Mr. Aston asked if it would be possible for the P/A to send a letter to that affect, they are new to this and really don't understand the planning process, the manager replied that he usually reaches out to the developers when the timeframe is ending however this plan will be a problem if the two neighbors are not in agreement regarding the parking situation. Main Street would probably have to start the process over on their own without Catagnus.

The manager gave an update on the Quigley Bus Service Land Development Plan stating that the Board of Supervisors denied the variance extension request and also denied the Land Development Plan.

Mr. Hagadorn gave an update on the Donnelly Tract staff meeting. Mr. Hagadorn stated that discussions included plans to widen the roadway on Middle Creek Road, the vegetation must be removed for this proposal. There is a buffering issue in the next review letter for the P/A to discuss further. Mr. Wynne stated that this will allow for pedestrian and bike traffic. Ms. Dobbs asked if there are plans for painting lines on the road for the bikes, Mr. Wynne replied that we can ask them but it did not come up in the discussions. Ms. Dobbs stated that the Natural Lands Trust could possibly do a study of the Libor Open Space and the Donnelly Tract for the Green Ways Study of how to manage the open space area. The Multi Regional Green Ways Study helps to identify continuous open space properties and suggest the best management practices for meadowlands, wetlands, and manicured lands and the best ways to manage these properties successfully. There is also the Main Street Green Ways Project that help to determine how to connect Main Street to Open Space properties.

Workshop Items

(ACTIVE)

- a. Act 209 Study – No meeting scheduled
- b. Green Building Ordinance - Parking Area Workshop Meeting 3/10/16 @ 6pm. At the workshop is was discussed to request the BOS to consider approval to apply for a grant by May 1st, 2016 for funding to improve the parking lot at 1320 E. Philadelphia Avenue.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to recommend, to the Board of Supervisors, approval to apply for a grant for funding by May 1st, 2016 to improve the parking lot behind the administration office at 1320 E. Philadelphia Avenue. Richardson-Aye, Stouch-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed. Ms. Dobbs stated that this would require a Resolution from the Board of Supervisors.

- 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 stated that DCNR approved \$250,000 in grants. An events calendar was discussed. A Green Way Study meeting is coming soon.

Public Comment

Mr. Hagadorn informed the P/A that the Board approved the release of \$9,500 for G&A to start a traffic count before the end of the school year. Ms. Dobbs stated that there is TCDI funding for a study of Rt. 73 and Swamp Pike, this would have to be bid out for the engineering study, which could help the mailbox issue on E. Philadelphia Avenue. Mr. Reitz asked if everyone would be kept in the loop so these studies do not have to be repeated. Ms. Dobbs stated that the Traffic Study (New Hanover Town Center) funding is to be discussed at the Regional meeting. The signage and Pottstown Loop Trail would need Resolutions for funding. No other comments were given.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – BOS denied extension and denied Land Development Plan.
- III. Zern Tract – May 16th, 2016.
- IV. Donnelly Tract – May 16th, 2016.
- V. Main Street Financial – 1012 E. Philadelphia Ave – May 16th, 2016.

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 7:40pm. Richardson-Aye, Stouch-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

The next Planning Agency Meeting will be held on April 14th, 2016.

Respectfully submitted by,
Marcy Meitzler