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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: Josh Stouch, Joe Richardson, Bill Zern, Tom Wynne, Ed Reitz, and Carl Adams. Also in attendance; Solicitor Matt Doll, Josh Hagadorn of Gilmore & Associates, Maggie Dobbs from MCPC, Supervisor John Stasik, and 16 residents/developers.

Mr. Wynne led the Pledge of Allegiance to the flag, and asked if there were any changes, corrections, or additions to the Planning Agency minutes of August 10th, 2017. No changes, corrections, or additions were given.

A motion was made by Mr. Stouch, seconded by Mr. Reitz to recommend approval of the August 10th, 2017 Planning Agency minutes. Stouch-Aye, Zern-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, and Adams-Aye. Motion passed.

Subdivisions and Land Developments

Graterford Properties – 400 Gilbertsville Road, Tim Hendricks, 9 lots preliminary/final plan resolution enacted May 16th, 2011. Preliminary/Final Plan submitted 6/2/16. Awaiting Final Plan Revisions.

Quigley Bus Service – (Land Use Appeal Pending) Traffic Impact Study Review G&A 9/7/17.

Ms. Rodden was representing Mr. Quigley and stated that the revised traffic study was submitted. Ms. Rodden also stated that they did a title search for a utility easement and this easement was on the 1990 plans and 2010 plans from John Aston, Ms. Rodden believes that the G&A comments will be covered by this easement issue. Mr. Hagadorn stated that the clear site easement by McMahon is covered but still believes that the bus visibility is a concern and has not been fully addressed. Mr. Wynne asked that perhaps another site visit is needed to address the visibility beyond the easement. Mr. Doll explained that the easement in question is for access only by Met-Ed, it is a pure access easement however you could ask Met-Ed to maintain the site area or the property owner. As far as phasing the project Ms. Rodden requested that if Phase II takes longer than 5 years to complete would the Township agree to place a 20% increase cap on the second impact fee payment, Mr. Wynne stated that he was not in favor of a cap because the Township could possibly incur a huge undertaking for road improvements, Mr. Reitz agreed that the Township could run out of impact fee money before Phase II is completed, Mr. Hagadorn added that the traffic impact fee is based on studies done in 2009 and we are 8 years into it already, ultimately the decision is up to the Supervisors. Mr. Doll agreed with the P/A that the Township could end up paying for additional increases for improvements. Ms. Rodden stated that they would offer to do a new traffic study after 5 years with a cap of 20%, Mr. Wynne stated that the road paving costs would not have a cap and that would incur increased costs to the Township. Ms. Koza gave an overview of the traffic study information. The bus routes were taken into account as well as the number of busses, driver vehicles, and level of service at intersections. The trip generation counts include Douglass Estates & Cobblestone Crossing covered through Act 209. The roads that the study focused on are: Montgomery Avenue, Rt. 100 & Jackson Road, Gilbertsville Road, Countyline Road and Rt. 100, Congo & Middle Creek Road and Wilson Avenue, and Rt. 100 & Rt. 73. Mr. Hagadorn stated that PennDot would have to weigh in on the improvements involving State roads. The P/A was asked to make a recommendation to the BOS for Phasing the impact fee costs in two phases and to cap Phase two impact fee at a 20% increase if not completed in 5 years.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to recommend to the BOS that the impact fee for the proposed Quigley Bus Parking Lot be billed in two phases however the P/A will not recommend capping the fee for phase two fee as requested by the developer. Stouch-Aye, Zern-Aye, Richardson-Aye, Wynne-Aye, Reitz-Nay, and Adams-Aye. Motion passed.

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Danny Jake/Hallowell Cluster- Final Plan to BOS for review in 2017.

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. Awaiting Final Plan Submission.

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.

Gilbertsville Veterinary Hospital Expansion – 1538 E. Philadelphia Ave, Revised Plan received 9/1/17 Reviews pending. Mr. Smeland from Lenape Consultants was representing the Hanlons and stated that in June they were given Preliminary Approval, they submitted a revised plan and there are some technical issues remaining. Mr. Hagadorn replied that he just received the revised plan and hasn't reviewed it yet. Mr. Smeland stated that PennDot has not given their review yet however he felt that none of these issues were major and asked for the P/A to recommend Final Approval to the Board of Supervisors for the meeting this Monday, September 18th, 2017. Mr. Doll stated that what you are asking Mr. Hagadorn is to get this all ready for the Board of Supervisor by Mondays BOS meeting, Mr. Hagadorn stated that he recommends that the applicants attend the October 2nd Board of Supervisor Meeting to get authorization for the Solicitor to draft the Final Plan Resolution for the project. Then the applicant will return to the P/A on October 12th, 2017, by then I will have the Final Review letter completed. The P/A can recommend approval and the final step will be to go back to the BOS on October 16th, 2017 for Final Plan Approval. Mr. Wynne stated that the P/A agreed to give no decision on Final Approval based on not having a final review letter from Mr. Hagadorn.

PA Medical Cannabis Legislation – No new information.

Holly Road – Neighborhood mixed use on 52 acres. Awaiting Preliminary Plan Submittal.

Turkey Hill – Awaiting new information. .

Main Street Financial – John Aston, awaiting a new plan submission.

Stafy- Smith Road, R-2 (5 residential lots), P/A recommended Waivers & Preliminary Plan Approval (BOS Approved).

Derr Annexation– Congo Niantic Road – Annexation, P/A recommended approval. (BOS Approved).

Mr. Hagadorn stated that the 500 Jackson Road plans will be submitted in a month.

Mr. Wynne asked for the Landscape Ordinance to be placed on the agenda for the October 2017 workshop at 6pm. Ms. Dobbs will review/compare and make recommendations on the Landscape Ordinance. Mr. Stouch commented that he attended the last New Hanover Township Meeting on the Town Center Project and the project has been taken off the agenda for at least 90 days and possibly for up to 6 months.

Workshop Items

(ACTIVE)

- a. Act 209 Study – Act 209 Committee Meeting Schedule TBA
- b. Zoning/SALDO Updates (Codification in process)
- c. Signage and Lighting Ordinance Revisions – (Workshop T.B.D.)
- d. Landscape Ordinance – October Workshop

(INACTIVE)

- e. Green Building Ordinance

Pottstown Metro Regional Planning Commission Update – Ed Reitz

No August meeting.

Public Comment

No comment given.

Manager Hiryak stated that he has a copy of the Quigley Transportation Study if anyone wants to review – Mr. Wynne asked to review it and Mr. Stouch would also like to review it.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – Land Use Appeal Pending.
- III. Zern Tract – Awaiting Final Plan
- IV. Graterford Properties – Indefinite
- V. Stafy (Smith Road) – (to BOS)
- VI. Gilbertsville Veterinary Hospital Expansion – Revised Plan Submittal 9/1/17
(December 2017)

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adjourn the meeting at 8:03pm. Stouch-Aye, Zern-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye. Motion passed.

The next Planning Agency Meeting will be held on October 12th, 2017.

Respectfully submitted by,
Marcy Meitzler