

HIGHLIGHTS

A motion to recommend approval of the October 11th, 2012 minutes was made by Mr. Reitz, seconded by Mr. Zern. Norton-Abstain, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

A motion was made by Mr. Wynne, seconded by Ms. Norton to recommend adoption of the Property Maintenance Ordinance to the Board of Supervisors with the changes recommended by the Board of Supervisors and additional language added by Mr. Garner to the legislative intent. Mr. Garner will prepare the revised Property Maintenance Ordinance and forward to the Board of Supervisors with the P/A's recommendation for approval. Norton-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend adoption of the Renters Ordinance to the Board of Supervisors with changes recommended by the Board of Supervisors and revising Section III adding Inspections/Permitting and addition language for inspections and changing the start date to July 1st, 2013. Mr. Garner will make all revisions and forward revised ordinance to the Board of Supervisors with the P/A's recommendation for approval. Norton-Aye, Zern-Nay, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

A motion was made by Mr. Zern, seconded by Mr. Wynne to approve the Home Occupation for Jeremy Dwyer of 40 Christopher Drive, Gilbertsville allowing a proposed "Internet Website Software Development" business as defined by Mr. Dwyer's very precise business description which meets all provisions and requirements for a home occupation in Douglass Township, Montgomery County. Norton-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 7:55pm. Norton-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

The meeting of the Douglass Township Planning Agency was called to order at 7:03 P.M. Members in attendance were: Gail Norton, Bill Zern, Tom Wynne, Ed Reitz, Carl Adams, and Anthony Casper, also in attendance; Solicitor Charles D. Garner Jr., Robert Campbell, Pete Hiryak, and Meredith Curran from MCPC, Supervisor Fred Theil, and 7 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 October 11th, 2012, no one replied.

A motion to recommend approval of the October 11th, 2012 minutes was made by Mr. Reitz, seconded by Mr. Zern. Norton-Abstain, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

Proposed Ordinances

Property Maintenance - Mr. Wynne stated that the Planning Agency received a letter from Mr. Bauer stating that the Board of Supervisors were generally in favor of the proposed Ordinance with some minor changes. The Board agreed that some legislative intent and purpose should be added to the Ordinance. Mr. Bauer added two additional paragraphs: **Legislative intent** – The intent of this ordinance is to establish minimum acceptable standards for the maintenance of existing buildings, structures, premises

and facilities. **Purpose** – The purpose of this ordinance is to establish minimum standards governing the condition and maintenance of all structures and dwellings; establishing minimum standards governing supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; establishing minimum standards governing the condition of dwellings offered for rent; fixing certain responsibilities and duties of owners and occupants of structures; and the condemnation of dwellings unfit for human habitation and the demolition of such dwellings and structures. Mr. Bauer stated to feel free to revise that language as you feel appropriate. Also, the Board would like the P/A to consider these changes: 1). Section 6 titled Definitions: The Supervisors believe the definition of “Exterior Property” should include metal roof. Additionally, the Supervisors believe the definition of “Rubbish” should include plastics. 2). Section 9 titled Exterior Structures: In subparagraph c titled “Premises Identification” the Supervisors believe the last sentence should revise the minimum from 4 inches to 3 inches. Additionally, the BOS would like the P/A to review these changes at their Thursday night Planning meeting, and if possible, given the short amount of time, would like a recommendation from the Planning Agency for final approval. Mr. Wynne asked Mr. Garner to make the changes and additions to the appropriate areas. Mr. Garner stated that he would add additional language to the legislative intent and make all revisions and forward revised ordinance to the Board of Supervisors with P/A recommendation for adoption.

A motion was made by Mr. Wynne, seconded by Ms. Norton to recommend adoption of the Property Maintenance Ordinance to the Board of Supervisors with the changes recommended by the Board of Supervisors and additional language added by Mr. Garner to the legislative intent. Mr. Garner will prepare the revised Ordinance and forward to the Board of Supervisors with the P/A’s recommendation for approval. Norton-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

Renters Ordinance – Mr. Wynne stated that the P/A also received a letter from Mr. Bauer stating that the Board of Supervisors were generally in favor of the proposed Renters Ordinance with some minor changes. The Board would like to see a new section added to the Ordinance titled “Inspections”. They would like this section to make clear to the owners of residential rental units, who will ultimately be subject to this Ordinance, to know what will be expected of them in this inspection. Additionally, they would like to make it clear that immediately upon the first registration an inspection will be required. Finally they believe that the Inspection section should be immediately after the registration section in front of the Ordinance. As it relates to the fees in Section 9, they believe that the original inspection fee should be increased to \$75 and the re-inspection fee should be increased to \$45. There was a discussion, but no consensus, on waiving all fees associated with the initial registration requirement. If possible the Board would like a recommendation from the P/A for final approval. The P/A changed the starting date to July 1st, 2013 to allow the necessary time to implement the ordinance. Mr. Wynne offered a suggestion that would change Section III adding Inspections/Permitting and additional language to incorporate the Board’s recommendations for inspections. Mr. Garner will revise the Ordinance and forward to the Board of Supervisors with the recommendation of approval by the P/A.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend adoption of the revised Renters Ordinance to the Board of Supervisors with changes recommended by the Board of Supervisors and revising Section III adding Inspections/Permitting and additional language for inspections and changing the start date to July 1st, 2013. Mr. Garner will make all revisions and forward revised ordinance to the Board of Supervisors with the P/A’s recommendation for approval. Norton-Aye, Zern-Nay, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

Market Street Update – Mr. Campbell stated that he has completed the cost estimates for Market Street and the connections along the Rt.100 Corridor. He will printout these estimates and supply plans for the next Planning Agency Meeting in December.

Rt.100 Corridor Meeting Summary Letter – Ms. Meredith Curran of MCPC gave a brief summary of the minutes from the October 5th, 2012 Rt.100 Corridor Meeting that was held at the PennDot Building in King of Prussia. There were representatives from PennDot, MCPC, Pennoni, Douglass Township, and the Developers present at this meeting. PennDot is requiring that the developers involved would contribute to a Point of Access Study regarding the entire length of the Rt.100 Corridor. The study would look at the points of access along Rt.100 as well as a public road on the Wawa site and the intersection of Market Street with Philadelphia Avenue. Additionally each developer will be required to complete a transportation impact study for their respective development sites. Several days after this staff meeting the participants engaged in a site visit to the proposed Wawa site, the proposed location for Market Street/Rt.100 Intersection, and the Red Hill Tavern site at the Market Street/Rt.73 Intersection. PennDot stated that these discussions and meetings were only preliminary and subject to the recommendations of the studies as well as formal submissions of a Highway Occupancy Permit. The next step is for the Montgomery County Planning Commission to draft a Point of Access RFP to submit to PennDot for review. A date of completion was estimated for September 2013.

Home Occupation

The Planning Agency reviewed a home occupation for Jeremy Dwyer to be located at 40 Christopher Drive in Gilbertsville for a proposed “Internet Website Software Development” business as defined by Mr. Dwyer’s very precise business description. The manager stated that this proposal meets all provisions and requirements for a home occupation in Douglass Township, Montgomery County. No questions were asked.

A motion was made by Mr. Zern, seconded by Mr. Wynne to approve the proposed “Internet Website Software Development” home occupation by Jeremy Dwyer to be located at 40 Christopher Drive, Gilbertsville as defined by Mr. Dwyer’s very precise business description which meets all provisions and requirements for a home occupation in Douglass Township, Montgomery County. Norton-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

Subdivisions and Land Developments

Pineville Properties-proposed Wawa at Rt.100/Grosser Road – Sketch Plan. Meeting with PennDot on October 1st, 2012 – Update given by Mr. Campbell.

Wilkinson Associates – Berwind II (71 Lots, Smith Rd. & Middle Creek Rd.) – Review extended 180 days – No new information.

Charles Hoffman, 1877 County Line Rd, Washington Twp/Douglass Twp – No new information.

Ludgate Engineering-Boyertown Landfill/Warren Frame – No new information.

Clover Hill/John Backenstose-R-1 Niantic Road – (will revise plan for P/A review).

Quigley Bus Service – Working on Land Development Plan for P/A review.

Bay Ridge Properties – Veteran’s Assisted Living on Linsenbeidler Road in the R-1 Zoning District – No new information.

Workshop Items

(ACTIVE)

- a. Parking Ordinance
- b. “Green Building” Ordinance (Reitz, Sartor, Wynne, Casper)

(INACTIVE)

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- c. Revitalization Committee (Sartor, Wynne, Zern, Reitz)
- d. Sketch Plan Ordinance
- e. Lighting/Stan Stubbe

Pottstown Regional Planning Commission Update – Ed Reitz

Mr. Reitz stated that North Coventry Township is considering minor changes to their Comprehensive Plan Amendment and the Pottstown Area Health and Wellness Foundation have not heard back from the DCNR regarding their grant application. The review and comment period for the Fiscal Impact Analysis ended October 10th and the PRPC endorses the reports contained in the Market Assessment and Fiscal Impact Study.

Mr. Wynne announced that anyone interested in serving on or continuing to serve on the Planning Agency Board should send a note to the manager stating that you wish to be considered for appointment.

Mr. Wynne asked if there was any public comment, no other comments were given.

Deadlines Dates for Subdivision Submittals:

- I. Danny Jake – Indefinite
- II. Cobblestone Commons – Indefinite
- III. Berwind II – 3/14/13

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 7:55 pm. Norton-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Casper-Aye. Motion passed.

The next Planning Agency Meeting will be held on December 13th, 2012.

Respectfully submitted by,

Marcy Meitzler