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The meeting of the Douglass Township Planning Agency was called to order at 7:02 P.M. Members in attendance were: Josh Stouch, New Member Joe Richardson, Tom Wynne, Ed Reitz, and Debie Pishock. Also in attendance; newly appointed Solicitor Matt Doll, Josh Hagadorn of Gilmore & Associates, Maggie Dobbs from MCPC, Supervisor Elect Alan Keiser and 3 residents/developers.

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

Mr. Wynne welcomed new Planning Agency Solicitor Matt Doll of Boyd & Karver and new Planning Agency Member Joe Richardson who has been appointed to a (4) year term, Mr. Wynne also mentioned that Skip Adams was appointed to another (4) year term.

Mr. Wynne turned the meeting over to Solicitor Matt Doll for nominations for Chairman and Vice-Chairman of the Douglass Township Planning Agency.

Reorganization

Mr. Doll asked for nominations for Chairman of the Planning Agency, Mr. Stouch nominated Tom Wynne for Chairman of the Planning Agency. No other nominations were given.

A motion was made by Mr. Stouch, seconded by Ms. Pishock to appoint Tom Wynne as Chairman of the Douglass Township Planning Agency. Stouch-Aye, Richardson-Aye, Reitz-Aye, Pishock-Aye. Motion passed.

Mr. Doll asked for nominations for Vice-Chairman of the Planning Agency, Mr. Wynne nominated Ed Reitz for Vice-Chairman of the Planning Agency. No other nominations were given.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to appoint Ed Reitz as Vice-Chairman of the Douglass Township Planning Agency. Stouch-Aye, Richardson-Aye, Wynne-Aye, Pishock-Aye. Motion passed.

The meeting was turned over to Chairman Wynne.

Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of December 17th, 2015, no changes were given.

A motion to recommend approval of the December 17th, 2015 Planning Agency minutes was made by Mr. Reitz, seconded by Ms. Pishock. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Pishock-Aye. Motion passed.

Zoning Hearing Board – Eldon Leasing (Assoc. Truck Parts), proposed pole barn, variance request for side yard setback, building coverage, and fence requirements, hearing is scheduled for Wednesday, February 3rd, 2016 at 6:00pm. Recommended by P/A and BOS.

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 Traffic Study with additional intersections received. G&A review dated 11/11/15, waiver request dated 10/16/15, MCPC review dated 11/24/15, TIS dated 11/11/15, and a copy of the 6/15/12 ZHB decision. Meeting minutes dated 12/22/15. The manager stated that new plans were received today 1/14/16 for February 2016 meeting.

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

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Wynstone Subdivision – New Hanover Township- Project presentation to BOS 10/19/15.

Discussed at PMRPC 12/3/15. Future traffic meetings with PennDot and Montgomery County will be scheduled and announced.

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. The manager stated he received a request for another staff meeting which will be discussed at the BOS meeting on 1/19/16.

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

Municipal Floodplain Ordinance – Copy of Draft Ordinance sent to DCED for review. The manager stated that Mr. Garner will finish up this ordinance because of the March 2016 deadline.

Donnelly Tract – 44 lots Middle Creek Road, R-1 Cluster Zoning. Revised plan received 11/16/15. Reviews in February 2016.

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.

MCPC Update – Maggie Dobbs

Ms. Dobbs stated that the Township's current contract with MCPC will expire at the end of 2016. Mr. Wynne asked for her recommendations for discussion at this year's P/A Workshops, Ms. Dobbs recommended Green Building, Lighting, Revitalization, and she also recommended Green Parking Lot Design as a current hot topic of interest. Mr. Wynne asked if she could compare the County's Comprehensive Plan to Douglass Township's current Revitalization Plan to see where improvements are needed or if the County has any suggestions. Mr. Wynne wants to target areas where grants are available, also lighting and Green Building to maybe offer some incentives for commercial buildings to install some "Going Green" options. Mr. Stouch asked about the possibility of grants to tie in the office parking lot to the park area, Ms. Dobbs replied that it is a good possibility. Mr. Wynne wants to try to prioritize those items, Ms. Dobbs commented that a good start would be for Gilmore & Associates to design the parking lot and rain garden area. The manager will distribute new copies of the Revitalization Plan. Mr. Stouch asked if DCNR grants and Revitalization/Montco Implementation Plan funds could be utilized, Ms. Dobbs replied that if you apply for Montco 2040 you could still qualify for grants for parking lots, rain gardens, and trails/trail improvements. Mr. Hagadorn commented that DCNR and Montco 2040 funds would be good for the Smith Road Open Space property, Mr. Stouch added that the walkway on the Congo Road replacement bridge could be extended to our open space property with a DCNR grant, Ms. Dobbs said that the trail connection could be funded by DCNR however DCNR grants require a Municipal funds match for grants. Mr. Wynne wanted to invite the open space committee to the March meeting to discuss these possibilities. Mr. Reitz would like to identify Revitalization Projects before open space projects, Mr. Wynne suggested that during the February meeting we will identify the projects and the workshop with Act 209 will be held @ 6pm.

Workshop Items

(ACTIVE)

- a. Act 209 Study – Next workshop meeting set for February 11th @ 6pm.
- b. Zoning/SALDO Updates – Gilmore e-mail dated 2/28/15.
- c. Green Building Ordinance (Reitz, Hagadorn, Wynne, Pishock)
- d. Sketch Plan Ordinance

(INACTIVE)

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

Pottstown Metro Regional Planning Commission Update – Mr. Reitz asked the manager if a letter was sent to PMRPC addressing our traffic and roadway improvement concerns regarding the Wynstone Development, the manager replied that he is gathering information and PMRPC will receive the letter of concern before their next Regional meeting. The manager stated that he usually attends the PMRPC meetings however he would like a member of the P/A appointed to attend the meetings.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to appoint Ed Reitz to attend the Pottstown Metropolitan Regional Planning Committee Meetings. Stouch-Aye, Richardson-Aye, Wynne-Aye, Pishock-Aye. Motion passed.

Public Comment

No public comment was given.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – February 16th, 2016
- III. Zern Tract – February 16th, 2016
- IV. Donnelly Tract – February 16th, 2016
- V. Main Street Financial – 1012 E. Philadelphia Ave – February 16th, 2016

A motion was made by Mr. Wynne, seconded by Mr. Stouch to adjourn the meeting at 7:28pm. Stouch-Aye, Richardson-Aye, Wynne-Aye, Reitz-Aye, Pishock-Aye. Motion passed.

The next Planning Agency Meeting will be held on February 11th, 2016.

Respectfully submitted by,
Marcy Meitzler