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The meeting of the Douglass Township Planning Agency was called to order at 7:13 P.M. Members in attendance were: Josh Stouch, Bill Zern, Joe Richardson, Ed Reitz, Carl Adams, and Debie Pishock. Also in attendance; Solicitor Matt Doll, Josh Hagadorn of Gilmore & Associates, Maggie Dobbs, Supervisor Alan Keiser, and 23 residents/developers.

Mr. Reitz led the Pledge of Allegiance to the flag, and asked if there were any changes, corrections, or additions to the Planning Agency minutes of May 11th, 2017. No changes, corrections, or additions were given.

A motion was made by Mr. Stouch, seconded by Mr. Richardson to recommend approval of the May 11th, 2017 Planning Agency minutes. Stouch-Aye, Zern-Aye, Richardson-Aye, Reitz-Aye, Adams-Aye, and Pishock-Abstain. 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 received 5/1/17 by G&A, review dated 6/1/17 Damon Drummond & Sandy Koza. Judy Rodden was present to update the P/A, Quigley Bus Service has a new traffic engineer, Sandy Koza from McCann. Ms. Koza explained that some buses will be transferred from Main Street in Bally and from New Berlinville to the new site in phases. Phase 1 in 2018 all buses from 1131 New Berlinville and half from Bally will be transferred, 125 vehicles are proposed in/out in Phase I. Ms. Koza said we looked at this in phases, full fencing will be in place for future phase built out, Mr. Reitz asked how we will know when expansion will happen. Mr. Hagadorn stated that a grading permit will be needed when it is expanded. Ms. Koza stated that the Bally site will remain open and the New Berlinville site will close, full built out possibility in 2028, Mr. Stouch said traffic will double. Mr. Hagadorn and Mr. Drummond stated that the biggest concern is how it is impacting the Township. Ms. Koza briefly addressed comments in the Gilmore review letter, several of the level of service results in Table 1 are incorrectly identified, this will be updated; the growth factor used to update the 2013 traffic counts to 2015 volumes is outdated however the newer value is lower than what was utilized in the study making the analysis more conservative so no changes are required to the report; the report incorrectly identifies 29 trips (should be 26 trips), the typo will be corrected, the report indicates that only the fees identified for the first phase should be collected now, with further assessment of the future impact fees at a later date based on the future needs of the school district, Ms Rodden stated that the fees should match the built-out, the infrastructure will be done in the initial phase; update the site access configuration and traffic control section of the report to include the proposed emergency access to Swamp Creek Road as well as an explanation of how the access will be maintained for emergencies only – Mr. Feola will coordinate per site plan; with regard to the sight line easement that is necessary along the south side of Swamp Creek Road - Ms. Rodden would like a staff meeting on how to proceed; provide justification why no school vehicles turn left from Swamp Creek Road onto County Line Road to access Route 100 or Montgomery Avenue and provide justification why no school vehicles turn right from northbound route 100 onto County Line Road to return to the site, additionally school vehicles to/from the west along Philadelphia Avenue would likely utilize Montgomery Avenue and County Line Road to access the bus lot. Verify the trip distribution percentages and update the study accordingly. Ms. Koza stated that they will do a separate analysis on this to redistribute traffic and will look at different scenarios, possibly 50/50 split.

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.

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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, Land Development Plan Submitted 5/22/17. G&A Review Letter dated 5/31/17. Mr. Gross went over revised waiver list dated May 17th, 2017. The Township Engineer had no problem with recommending waiver approval and preliminary plan approval.

A motion was made by Mr. Stouch, seconded by Mr. Richardson to recommend approval of the waivers as presented by the 5/17/17 letter from Josh Gross, Mast Engineering. Stouch-Aye, Zern-Aye, Richardson-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

A motion was made by Mr. Reitz, seconded by Mr. Stouch to recommend Preliminary Plan Approval to the Board of Supervisors. Stouch-Aye, Zern-Aye, Richardson-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

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). G&A review letter 4/3/17. New cul-de-sac layout sketch submitted 4/18/17. Mr. Hagadorn stated that there was a staff meeting about emergency access, it was agreed that an emergency access is not needed through the property and the cul-de-sac bulb extension will have open curbing and ending sidewalk, a formal plan will be submitted.

Moyer/Mooney – Jackson Rd & Rt. 100 Land Development Proposal – Self Storage, ZHB Application and G&A 2nd zoning review dated 5/25/17. Zoning Hearing date 7/11/17.

Crossroad – Upper Pottsgrove Sketch Plan 49 Units, Glen Worgan D.V. Development Company. Dan McKenna stated that Upper Pottsgrove approved the plan to subdivide the Douglass Township piece from the Upper Pottsgrove 49 townhouses and would like no objection letter from Douglass in order to do so. Traffic will probably travel from Moyer Road to Route 100, Mr. Stouch had concerns that significant truck traffic will be travelling Cross Road and wanted to know what the plan was for construction traffic and who will repair the road. Mr. McKenna stated that all traffic will go on Moyer Road and he will note this on the plan. Mr. McKenna stated that Cross Road will be completely paved to Douglass. Mr. Reitz believes that some traffic will still use Grosser Road to Route 100, Mr. McKenna stated that a trip study was done and 26 daytime trips and 32 evening trips with 75% using Moyer Road. Ms. Edman said that more traffic will come on Gilbertsville Road. No other comments were given.

Workshop Items

(ACTIVE)

- a. Act 209 Study – Act 209 Committee Meeting Schedule TBA – MS4 Workshop scheduled for July Meeting.
- b. Zoning/SALDO Updates (Codification in process)
- c. Signage and Lighting Ordinance Revisions
- d. Landscape Ordinance

(INACTIVE)

- e. Green Building Ordinance

Pottstown Metro Regional Planning Commission Update – Ed Reitz

A representative from PECO was at the meeting to discuss an outreach program with rebates regarding electric bills. The 1st round of mini-grants was closed and Douglass Township received \$10,000. The manager stated that this grant will go toward a pavilion and picnic tables for Smith Road Open Space, he also stated that this is the 3rd grant that the Township has received totaling \$55,000.00.

Public Comment

Ms. Edman asked what is happening at the Gilbertsville Post Office because they are changing the entrance and exit, the manager replied that there have been safety concerns in there parking lot with pedestrians and vehicles entering and exiting from both direction. The Post Office changed the traffic patterns to make traffic more efficient. The Township was concerned with the stacking of vehicles at the traffic signal on Gilbertsville Road where the Post Office traffic now exits. Gilbertsville Road is a PennDot roadway and Swamp Pike is a County roadway. No permits or approvals were required from the Township for these traffic changes. Changing the timing of signals requires traffic studies. No other comments were given.

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) – July 2017(Revised Plan Submittal Pending)
- VI. Gilbertsville Veterinary Hospital Expansion – August 22, 2017

A motion was made by Mr. Stouch, seconded by Mr. Reitz to adjourn the meeting at 8:25pm. Stouch-Aye, Zern-Aye, Richardson-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

The next Planning Agency Meeting will be held on July 13th, 2017.

Respectfully submitted by,
Marcy Meitzler