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The meeting of the Douglass Township Planning Agency was called to order at 7:03 P.M. Members in attendance were: Josh Stouch, Joe Richardson, Bill Zern, Tom Wynne, Ed Reitz, Carl Adams, and John Stasik. Also in attendance; Solicitor Matt Doll, Josh Hagadorn of Gilmore & Associates, Maggie Dobbs from MCPC, Supervisor Alan Keiser, Pete Hiryak, and 4 residents/developers.

Mr. Wynne led the Pledge of Allegiance to the flag. Mr. Wynne announced that John Stasik was appointed to the P/A for a 4 year term replacing Debie Pishock. Mr. Wynne thanked Ms. Pishock for her years of service on the Planning Agency. Mr. Wynne also announced that Matt Doll was reappointed as the P/A Solicitor, Mr. Hagadorn was reappointed as the Township Engineer, and the Montgomery County Planning Assistance Contract (MCPC) is in its 2nd year of a 3 yr contract, with Maggie Dobbs continuing as the County Planner.

Reorganization

The meeting was handed over to Solicitor Matt Doll for reorganization, Mr. Doll asked for nominations for P/A Chairman. Mr. Reitz nominated Mr. Wynne for Chairman of the P/A, no other nominations were given.

A motion was made by Mr. Reitz, seconded by Mr. Stouch to nominate Tom Wynne as P/A Chairman. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, and Stasik-Aye. Motion passed.

Solicitor Doll asked for nominations for Vice Chairman of the P/A. Mr. Wynne nominated Ed Reitz for Vice Chairman of the P/A, no other nominations were given.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to nominate Mr. Reitz as Vice Chairman of the P/A. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, and Stasik-Aye. Motion passed.

Solicitor Doll turned the meeting over to Tom Wynne.

Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of December 14th, 2017. No changes, corrections, or additions were given.

A motion was made by Mr. Reitz, seconded by Mr. Wynne to recommend approval of the December 14th, 2017 Planning Agency minutes. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, and Stasik-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. The manager stated that Escrows are in place and a staff meeting is scheduled for 1/22/18 to finalize all plans and documents.

Quigley Bus Service – (Land Use Appeal Pending) Awaiting further information. The manager stated that the developer is gathering information and pricing on moving the utility poles and expects to attend the February or possibly the March meeting. Mr. Stasik asked about the site distance issue at that site, Mr. Hagadorn stated that the site issue might be resolved if the Township cleared the area around the poles. The manager stated that the Township may have to address the site distance issue with the property owner.

Danny Jake/Hallowell Cluster- Final Plan to BOS for review in 2018.

Wynstone Subdivision – New Hanover Township, no new information.

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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.

PA Medical Cannabis Legislation – No new information.

Holly Road – Neighborhood mixed use on 52 acres. Revised Preliminary Plan received September 2017. G&A review dated 10/6/17 and MCPC review dated 11/6/17. Mr. Hagadorn said the developer is working on a sketch plan and a staff meeting will be scheduled. Mr. Wynne asked if the plans have been formally submitted yet, can we require them to follow the proposed landscape ordinance or the traffic impact ordinance, the manager replied that the plans have been formally submitted prior to the proposed landscaping ordinance but after the transportation impact study ordinance was adopted in October of 2015. Ms. Dobbs stated that we can ask that a softening buffer be put in place between the Townhomes and the residential homes however none is required.

Stafy- Smith Road, R-2 (5 residential lots), Awaiting Final Plan Submittal. The manager stated that the Solicitors are in discussions with this project.

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 – Mr. Wynne stated that the workshop this evening was on the proposed Landscaping Ordinance and asked for another workshop on February 8th at 6pm. Mr. Wynne felt that a draft ordinance could be ready within the next two meetings.

(INACTIVE)

- e. Green Building Ordinance

Pottstown Metro Regional Planning Commission Update – Ed Reitz

No meeting was held in December 2017, the next meeting is scheduled for Wednesday January 24, 2018.

DVRPC Regional Traffic Study Update – Josh Hagadorn

Mr. Hagadorn stated that he was on a conference call about the Township's existing Act 209 Plan with the DVRPC. Smith Road and Elm Street are being used as cut through areas creating traffic, Mr. Stasik commented that he has seen increased traffic on Wilson Avenue. Mr. Hagadorn suggested that possibly dedicated left turn lanes would alleviate Middle Creek Road traffic, Douglass Estates was approved before traffic impact studies were required. He recommended to ask DVRPC for suggestions to alleviate traffic on Gilbertsville Road/Big Road/Swamp Pike. Mr. Wynne asked Mr. Hagadorn if he ever requires to do an as-built traffic review, Mr. Hagadorn replied yes. Mr. Wynne also commented that he would like a better understanding of traffic counts. Mr. Hagadorn said the Holly Road Plan will impact traffic on County Line Road and Rt. 100 and we should ask for a traffic impact study. The PMRPC will meet next week to further discuss regional traffic studies.

Public Comment

No 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) – (to BOS)
- VI. Holly Road – December 2020

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 7:30pm. Stouch-Aye, Richardson-Aye, Zern-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, and Stasik-Aye. Motion passed.

The next Planning Agency Meeting will be held on February 8th, 2018.

Respectfully submitted by,
Marcy Meitzler