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The meeting of the Douglass Township Planning Agency was called to order at 7:01 P.M. Members in attendance were: Joe Richardson, Sara Carpenter, Tom Wynne, Ed Reitz, and Joan DiCicco. Also in attendance; Solicitor Blake Dunbar, Engineer Josh Hagadorn, Traffic Engineer Damon Drummond, Maggie Dobbs from MCPC, Supervisors Alan Keiser, Manager Peter Hiryak, and 10 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 10th, 2019. No changes, corrections, or additions were given.

A motion was made by Mr. Reitz, seconded by Mr. Richardson to recommend approval of the October 10th, 2019 Planning Agency minutes. Richardson-Aye, Carpenter-Aye, Wynne-Aye, Reitz-Aye, and DiCicco-Aye. Motion passed.

Chairman Wynne introduced the Act 209 Committee; Tom Link, Sam Hunter, Gary Carpenter, Greg Herb, Charles Rick, Roger Updegrave, Josh Hagadorn (Engineer Consultant), Ed Reitz, Tom Wynne, Blake Dunbar (Legal Consultant), and Maggie Dobbs (MCPC Consultant). Mr. Wynne turned the meeting over to Solicitor Blake Dunbar for the public hearing. Mr. Dunbar opened the public hearing at 7:03pm and stated that this hearing is on the Act 209 (LUAR) Land Use Assumption Report. As part of the Act 209 Impact Fee Update the requirements are to hold a public hearing for the LUAR for a recommendation to the BOS for adoption, the next requirement is another public hearing on the Capital Improvements Plan for a recommendation to the BOS and adoption. There are 7 exhibits consisting of; C1 LUAR, C2 MCPC Review dated 9/23/19, C3 PMRPC Minutes, C4 Legal Notice, C5 Correspondence to BASD, C6 Transmittal to Area Townships, C7 Proof of Publication 10/23 & 10/30/19. Mr. Dunbar turned the LUAR presentation over to Maggie Dobbs of MCPC. Ms. Dobbs stated that Douglass Township is in the process of updating its Act 209 to address the transportation needs of an increasing population. A growing population will result in more vehicular traffic on the township's roads. To fund necessary intersection improvement to mitigate anticipated congestion, the township is amending the transportation impact fee ordinance which assesses transportation fees on new development, calculated based on the expected number of new peak-hour trips generated. The fees will be used to pay for the cost of intersection improvements identified in the Capital Improvements Plan. The LUAR provides an overview of how much development is expected to occur and where. The transportation service area was updated and includes 23 intersection. Analysis was conducted on the amount of developable land that could reasonably be expected to be developed within the TSA by the year 2035 to determine how many new trips will be generated. Two models were developed to estimate the number of new housing units that will be constructed by 2035 (Population Driven & Building-Driven). The Act 209 Committee voted to use the Building-Driven Model because it is more likely that the developments will be constructed and be occupied by new residents, resulting in a higher population growth than the Population-Driven Model. A few of the 800 new housing units are considered pass-through or have already been built, so were removed from the final count of new housing units for a total of 748 units. This housing count will be used to determine the total number of new peak-hour trips generated from the new development to calculate the updated traffic impact fee, which is included in the Roadway Sufficiency Analysis. No questions were given. Mr. Dunbar closed the public hearing at 7:13pm.

A motion was made by Mr. Wynne, seconded by Reitz to send a Letter of Support to the Supervisors from the Act 209 Committee in favor of the Land Use Assumption Report. Link-Aye, Carpenter-Aye, Herb-Aye, Updegrave-Aye, Rick-Aye, Hunter-Aye, Wynne-Aye, Reitz-Aye. Motion passed.

Mr. Hagadorn and Mr. Drummond from G&A gave a brief overview of the Roadway Sufficiency Analysis stating that they took the LUAR dwelling units of 748 as the anticipated units to be built within

the study area by 2035 out of 800 projected with 2958 additional trips generated, the existing condition capacity analysis is of 23 intersections throughout the Township. A summary of the existing conditions improvements and associated costs were discussed. These improvements are necessary to meet the preferred level of service criteria for intersections utilizing existing traffic volumes. The total cost for the existing transportation capital improvements plan is \$904,000.00. A summary of the future pass-through improvements and associated costs were discussed. These improvements are necessary to meet the preferred level of service criteria for intersections in developments outside the TSA and developments outside Douglass Township. The total cost for the future pass-through transportation capital improvements plan is 2.2 million. A summary of the future development improvements and associated costs were discussed. These improvements are necessary to meet the preferred level of service criteria for intersections associated with proposed developments within the Township. The improvements identified in both the existing and future transportation capital improvements plan were included in the level of service analysis for the future development conditions. The total cost for the future development transportation capital improvements plan is 46 million dollars. Mr. Kolb asked how many circles are proposed, Mr. Hagadorn stated that only one circle is proposed at Market Street. The amended assumption report fee would be \$3,362.28 per trip which would be a 22% increase. No questions were given.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend written support of the Act 209 Committee to the Board of Supervisors for the Roadway Sufficiency Analysis. Link-Aye, Carpenter-Aye, Hunter Aye, Herb-Aye, Rick-Aye, Updegrove-Aye, Wynne-Aye, Reitz-Aye. Motion passed.

The Letter of Support recommendation letter will be forwarded to the Board of Supervisors for the LUAR & RSA public hearing for the Capital Improvements Plan Public Hearing in January/February.

BMMA-Grant Funding Support Request

Mr. George Moser of BMMA asked for the Planning Agency's support for a PA Small Water and Sewer Construction Funding Application requesting a grant in the amount of \$120,000.00 to the Pennsylvania Department of Community and Economic Development to be used to replace existing sanitary sewage collection lines that provide service between Philadelphia Avenue and the Interceptor Line known as the Sweinhart Road – Jackson Road Line. Currently this segment of line is one of the largest contributors to the infiltration that BMMA has in the collection system. This line is a clay pipe line which will be replaced by a PVC line. The application deadline is December 13, 2019. Mr. Updegrove asked who wrote the grant, Mr. Moser replied that he wrote the grant. No other questions were given.

A motion was made by Mr. Wynne, seconded by Ms. Carpenter for the Township Manager to write a Letter of Support from the Planning Agency for the Berks-Montgomery Municipal Authority PA Small Water and Sewer Construction Funding Application requesting a grant in the amount of \$120,000.00. Richardson-Aye, Carpenter-Aye, Wynne-Aye, Reitz-Aye, DiCicco-Aye. Motion passed.

Subdivisions and Land Developments

Graterford Properties – 400 Gilbertsville Road, 10 residential lots, to BOS for Final Approval of Plan & Waivers. (On Hold)

Quigley Bus Service – (Land Use Appeal Pending). P/A recommended preliminary plan & waivers approval to BOS.

Danny Jake/Hallowell Cluster- Rick Mast “Country View”, P/A recommended Conditional Final Approval 8/14/14, (Phase I Presentation – 15 Lots).

Wynstone Subdivision – New Hanover Township, no new information.

Minister Creek LP – Mixed use project – (Project on hold).

Holly Road – Neighborhood mixed use on 52 acres. Preliminary Plans received 4/19/19. PMRPC comments dated 5/3/19 (Plan to be revised per reviews).

(Plan to be revised per reviews).

303 Gilbertsville Road – 20 lots, E-mail and Sketch Plan dated 3/8/19. No new information.

650 Englesville Road – R-3 Andrew Bellwoar & Rolph Graf – Mixed use Overlay Ordinance Amendment Adopted by BOS 5/6/19. (Awaiting Plan Submittal).

Joseph Margusity – Avante Apartments Expansion, E-mail & Chronology of 200 Gilbertsville Rd. dated 3/8/19. Staff Meeting held 6/3/19. Charles Garner, Esq. will address the BOS in November 2019.

North Forest Development – Wildermuth Farm (Awaiting plan submittal).

Stafy Tract II – 165 Smith Road, revised plans submitted October 2019 will distribute for reviews. Mr. Hiryak stated that he just received Stafy II revisions and he will distribute them next week.

Hugh Kelly – Buchert Road, R-1 (1 acre zoning) possible subdivision – no new information.

Workshop Items

(ACTIVE)

- a. Act 209 Study – Act 209 Land Use Assumption Report Public Hearing held on 11/14/19 @ 7pm.
- b. Signage/Lighting
- c. Zoning/SALDO Updates (Codification in process) Draft Code to Township for Review. Ordinance updates required.

(INACTIVE)

- d. Green Building Ordinance
- e. Revitalization

Pottstown Metro Regional Planning Commission Update – Ed Reitz

Mr. Reitz stated that discussions were about the “Complete Streets Policy”. Montgomery County will promote safe, accessible county-owned roads and facilities that support all types of uses and modes of transportation on area roadways this policy will guide decision-making during the planning and design of capital improvement projects for roads and other county-owned facilities. There is an “Internal” application of this policy defined as any situation involving county capital improvement projects-the county-led construction or reconstruction of county-owned assets that are funded through the county capital budget in which project delivery is managed by county staff and an “External” application defined as any situation in which the county possesses governmental oversight or the county’s role is secondary or participatory in an outside entity’s effort to construct or reconstruct a physical asset. Copies will be distributed to P/A members.

MCPC – Planning Assistance Contract, 3-year extension (P/A recommendation required)

Ms. Dobbs stated that the current contract will expire on December 31, 2019. The following work items could be considered for inclusion within a new three-year contract, based upon Township-directed priorities: Selective Zoning and Subdivision and Land Development Ordinances updates, Main Street Development, Grant Writing and Administration, Plans and Studies. The contract agreement will be \$12,474.00 for year one, \$12,600.00 for year two, and \$12,726.00 for year three.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval to the Board of Supervisors for the 3-Year Planning Assistance Contract with the Montgomery County Planning Commission. Richardson-Aye, Carpenter-Aye, Wynne-Aye, Reitz-Aye, and DiCicco-Aye. Motion passed.

Mr. Hagadorn asked Ms. Dobbs how many years are remaining for the Montco2040 Grant, Ms. Dobbs replied that there is one more year remaining however it is well received and might be extended for additional years.

Public Comment

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Mr. Wynne announced that there are two P/A members whose terms are up at the end of the year (Joe Richardson & Carl Adams), Manager Hiryak stated that he has received emails stating they would like to continue serving on Planning Agency. No other comments were given.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – Land Use Appeal Pending.
- III. Graterford Properties – Indefinite
- IV. Holly Road – December 2020
- V. Gilbertsville Road – Sketch Plan
- VI. Stafy II – January 2020

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 8:00pm. Richardson-Aye, Carpenter-Aye, Wynne-Aye, Reitz-Aye, and DiCicco-Aye. Motion passed.

The next Planning Agency Meeting will be held on December 12th, 2019.

Respectfully submitted by,
Marcy Meitzler