

January 14th, 2021 Page 1

The meeting of the Douglass Township Planning Agency was called to order at 7:01 P.M. Members in attendance were: Joe Richardson, Tom Wynne, Joan DiCicco, Sara Carpenter, and new member Charles Rick. Also, in attendance were Manager Pete Hiryak and 3 residents. The meeting room was arranged for social distancing regulations and everyone was wearing personal protection equipment/masks.

Mr. Wynne led the Pledge of Allegiance to the flag. Mr. Wynne announced that Mr. Reitz was reappointed for a 4-year term and welcomed new P/A Member Charles Rick. Mr. Wynne also announced that Brant & Associates, Blake Dunbar, was reappointed as the P/A Solicitor, Pennoni Engineering (Khal Hassan & Allison Lee) were appointed Township Engineers, and MCPC (Year 2 of 3 Year Planning Assistance Contract).

Reorganization

The meeting was handed over to Manager Hiryak for reorganization, Mr. Hiryak asked for nominations for P/A Chairman. Ms. DiCicco nominated Tom Wynne for Chairman, no other nominations were given.

A motion was made by Ms. DiCicco, seconded by Ms. Carpenter to nominate Tom Wynne as P/A Chairman. Richardson-Aye, Wynne-Aye, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

Manager Hiryak asked for nominations for Vice Chairman of the P/A. Mr. Richardson nominated Ed Reitz as the Vice Chairman, no other nominations were given.

A motion was made by Mr. Richardson, seconded by Mr. Wynne to nominate Ed Reitz as Vice Chairman of the P/A. Richardson-Aye, Wynne-Aye, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of December 10th, 2020. No changes, corrections, or additions were given.

A motion was made by Mr. Wynne, seconded by Mr. Richardson to recommend approval of the December 10th, 2020 Planning Agency minutes. Richardson-Aye, Wynne-Aye, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

Subdivisions and Land Developments

Quigley Bus Service – (Land Use Appeal Pending) P/A recommended approval of waivers and preliminary plan to BOS. Staff meeting T.B.A.

Danny Jake/Hallowell Cluster- Rick Mast “Country View” Phase 1 (15 Lots) approved by BOS Agreements Pending

Wynstone Subdivision – New Hanover Township

Minister Creek LP – Mixed use project (Project on Hold)

Holly Road – Neighborhood mixed use on 52 acres. Awaiting Plan Revisions

650 Englesville Road – R-3 Andrew Bellwoar & Rolph Graf – Mixed use Overlay Ordinance Amendment Adopted by BOS, awaiting plan submittal.

Schreiner Property – R-1 West Branch Rd/Paper Mill Rd - Waiting for plan submission.

Fire Company Property – Lot Consolidation Plan – (P/A recommended approval), Land Development Plan Pending

Workshop Items

(ACTIVE)

- a. Act 209 Study – TCIP (Transportation Capital Improvements Plan & Resolution) – Legal is drafting a Resolution for BOS in March 2021.

January 14th, 2021 Page 2

b. Landscape Ordinance – Final Draft and Tree List for P/A recommendation.

A motion was made by Mr. Wynne, seconded by Ms. Carpenter to recommend approval of the Landscape Ordinance by the BOS. Richardson-Aye, Wynne-Aye, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

c. Signage/Lighting – To be the next workshop item.

d. Zoning/SALDO Updates (Codification in process) Draft Code to Township for Review, ordinance updates required.

(INACTIVE)

e. Green Building Ordinance

f. Revitalization

Mr. Wynne announced that there would not be any scheduled workshops until later in the year due to COVID.

Pottstown Metro Regional Planning Commission Update

The manager stated that next meeting will be January 25th, 2021.

Public Comment

A resident complained about the new trash system and that she wants a refund for her unused trash bags. It was explained that this new system is working through the process and to hold on to the bags until February 2021 until there are discussions on a return policy. Mr. Wynne explained that this is the Planning Agency Meeting and these questions and complaints should be directed at the Board of Supervisors Meetings. Mr. Link commented that the new trash program costs are lower than other areas for less services and he was surprised to see that the walls on the new townhomes being built in Douglass are only ¼ thickness, Mr. Wynne stated that it is foil faced hardboard used for 30 years now. The manager stated that the Code Enforcement Officer is there daily doing inspections and reviewing the building plans for compliance.

Deadline Dates for Subdivision Submittals:

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – Land Use Appeal Pending.
- III. Holly Road – Awaiting Revised Plan Submittal

A motion was made by Ms. DiCicco, seconded by Mr. Wynne to adjourn the meeting at 7:21pm. Richardson-Aye, Wynne-Aye, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

The next Planning Agency Meeting will be held on February 11th, 2021

Respectfully submitted by,
Marcy Meitzler