

March 11<sup>th</sup>, 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, Carl Adams, Tom Wynne, Ed Reitz, Joan DiCicco, Sara Carpenter, and Charles Rick. Also, in attendance were Solicitor Dunbar of Robert L Brant & Associates, 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 commented that the February 2021 Planning Agency Meeting was canceled.

Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of January 14<sup>th</sup>, 2021. No changes, corrections, or additions were given.

A motion was made by Ms. Carpenter, seconded by Mr. Wynne to recommend approval of the January 14<sup>th</sup>, 2021 Planning Agency minutes. Richardson-Aye, Adams-Aye, Wynne-Aye, Reitz-Abstain, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

Zoning Hearing Board Application – 1001 Swinehart Rd, R-1 District, currently a non-conforming use for a proposed landscape use in existing commercial building. Mr. Monestero, owner of Green Leaf Landscaping LLC, stated that he is currently located in Gilbertsville servicing residential, commercial, and municipal customers in Montgomery and Berks County. We offer services including, but not limited to: lawn mowing, spring and fall cleanups, landscape design, plantings, and hardscaping. He is interested in renting a property on 1001 Swinehart Road, Boyertown to house all of the business equipment, lawn mowers, small yard equipment & power tools, and a small office space will be added. We will service our trucks and equipment inside of the building when necessary. Currently there are four business vehicles (one dump truck and three pickup trucks) and two trailers. Two trailers and two trucks will be parked on the property during closed hours, no materials will be stored outside of the building. Mr. Wynne asked if he would be willing to limit the maximum number of vehicles during the zoning hearing, Mr. Monestero stated that it would be 5 vehicles max. Ms. Carpenter asked how many employees will he have, Mr. Monestero replied that four to six full time employees. Outdoor improvements would be some paint, gutters need to be replaced, mowing grass, and new landscaping. The indoor improvements would be maybe some painting and a small office. Hours of operation would be from 8am-4pm which would be leaving in the morning and returning in the afternoon. Mr. Rick asked what lease does he have, Mr. Monestero replied that currently it would be month to month. Ms. Lee asked if this would be a Monday through Friday operation, Mr. Monestero stated that it is Monday through Friday and Saturday 9am, no Sundays. Mr. Reitz stated that there are two buildings on this property are there two driveways and can you turn the trailers around. Mr. Monestero replied that he will use the main driveway to the back building and there is enough room for his trailers to get around. Mr. Reitz recommended to reach out to the neighbors to give them a heads up on his proposal.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval of the variance for a proposed landscaping business in an existing commercial building located at 1001 Swinehart Road, Boyertown with the understanding to limit the maximum number of vehicles to five, the number of employees to 4-6, and no outdoor storage of materials. Richardson-Aye, Adams-Aye, Wynne-Aye, Reitz-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. Revised plan submitted February 2021.

MCPC has completed their review and Ms. Lee is working with the Engineer for her review for the next meeting.

**650 Englesville Road** – Rolph Graf – Mixed use Overlay Ordinance Amendment Adopted by BOS. Staff meeting to be announced.

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

**Fire Company Property – Lot Consolidation Plan** – (P/A recommended approval), to BOS for approval.

### **Workshop Items**

#### **(ACTIVE)**

- a. Act 209 Study – Traffic Impact Fees – BOS Adopted TCIP, Ordinance Amendment Pending. Mr. Dunbar updated the P/A stating that the BOS adopted the Resolution approving the Capital Improvements Plan submitted by the Douglass Township Traffic Impact Advisory Committee, the Board can proceed with the preparation and enactment of a new traffic impact fee ordinance. The next step would be to authorize advertisement of the proposed ordinance at least twice in one newspaper of general circulation and then to hold a public hearing for the proposed ordinance.
- b. Landscape Ordinance – MCPC Final Comments for P/A Review. Mr. Wynne commented that MCPC reviewed this on 2/25/2021 and had a few recommendations. Rain Gardens – Ms. Lee stated that rain gardens should be defined. Soil Mix- the County recommends the following soil amendment composition for rain gardens: 15%-20% by volume double shredded hardwood mulch, 70%-80% by volume washed sharp sand – ASTM C-33, and 5%-15% by volume compost (assuming approximately 30% organic content – use a lower percentage if under-drained or higher organic percentage) and also recommended at minimum 18” and prefer 30” for soil depth, especially where there are shrubs and trees. Mr. Rick wanted a stronger number for soil depth so the minimum would not be used, Mr. Wynne recommended to add “at the discretion of the Township Engineer” for the recommended soil depth. MCPC recommended the definition for Bioretention Areas be revised to read as Bioretention areas are stormwater facilities that are shallow depressions filled with sandy soil, topped with a thick layer of mulch, and planted with dense vegetation. Planting Requirements: Section 420-7.A.1 – the word dam in the designated section under planting requirements should be replaced with the more appropriate term, **berm**. Invasive Tree Species List: Appendix B- MCPC recommended that the DCNR Invasive Plant List not be embedded in the ordinance, as it is subject to change. The link should serve as the method for accessing the list. By including the list in the ordinance, it may be misleading to those applying the language if the list has been updated online but not within the ordinance. Mr. Dunbar will make the corrections if the P/A agrees with the changes.

A motion was made by Mr. Richardson, seconded by Mr. Wynne authorize Mr. Dunbar to make the noted changes to the Final Landscape Ordinance Draft. Richardson-Aye, Adams-Aye, Wynne-Aye, Reitz-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

**Pottstown Metro Regional Planning Commission Update**

1. Montco Pikes Study- Manager Hiryak stated that there is a link (montcopikes.mindmixer.com) where you can make comments on this study involving Butler Pike, Easton Road, Germantown Pike, Geryville Pike, Sunneytown Pike, and Swamp Pike. Swamp Pike was recently overlayed however, New Hanover will be developing areas off of Swamp Pike.
2. MCPC & PARRC Park & Recreation Strategic Plan (for review) – Mr. Hiryak commented that participation in traditional sports like football, baseball, basketball is declining and the trend is more walking paths, stem, fitness, growing plants, dog parks, pickle ball, and adventure parks instead of the team sports. Ms. Carpenter asked how this affects the Township, Mr. Hiryak stated that we have professionals look at our parks and recommend the newer trends and the funding available for these trends. Social distancing probably will be a way of life. We have built three new pavilions (Douglass Park, Congo Road Park, and Smith Park), PARRC is in the process of interviewing for the third Circuit Rider replacement who helps Townships with the funding process. Ms. Carpenter asked about bike trails, Mr. Hiryak said that the County does the bike trails because it is more difficult because of traffic.
3. New Hanover Township Comp Plan (available for review & comment on link)
4. Montgomery County – 10,000 acres of Preserved Farmland Milestone. Mr. Wynne was disappointed that there is no discussion of how to maintain open space, there has to be a way to pay for mowing & upkeep but no one talks about this. Townships need maintenance help, Mr. Hiryak said there is no emphasis on money to purchase open space but now the emphasis is on money for improving parks and concentrating on certain parks. Mr. Richardson stated that because of the decrease of organized sports security to patrol these areas are another uncovered cost incurred. Mr. Hunter commented to gate the parks if the security gets out of hand. Mr. Hiryak also stated that we are working to upgrade the Township Website.

**Public Comment**

No public comment was given.

Mr. Wynne commented that since it will be a slow summer with P/A he wants to get the Landscape Ordinance approved. Mr. Carpenter asked Mr. Dunbar if he will make the changes that were discussed this evening, Mr. Dunbar replied that these are minor changes and he will try to get it advertised for a public hearing in the May meeting and also Act 209. Mr. Rick commented that since the website will be upgraded we should allow fees to be paid online, most places are doing this even the courthouses are using PayPal now. No other comments were given.

**Deadline Dates for Subdivision Submittals:**

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – Land Use Appeal Pending.
- III. Holly Road – Revised Plan Submitted (May 2021)

A motion was made by Mr. Wynne, seconded by Mr. Reitz to adjourn the meeting at 7:45pm. Richardson-Aye, Adams-Aye, Wynne-Aye, Reitz-Aye, DiCicco-Aye, Carpenter-Aye, and Rick-Aye. Motion passed.

The next Planning Agency Meeting will be held on April 8<sup>th</sup>, 2021

Respectfully submitted by,  
Marcy Meitzler