

**PLANNING AGENCY** *Township of Douglass, Montgomery County*

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19526

Area Code 610 - 367-6062

FAX 610 - 367-7124

January 12<sup>th</sup>, 2023

1. Call the meeting to order
2. Pledge of Allegiance
3. 2023 Appointments to the Planning Agency – Peter Hiryak, Township Manager
  - a. (1) 4 Year Term – Kim Stouch, (1) 4 Year Term – Sara Carpenter
  - b. Yearly Appointments – Blake Dunbar (Planning Agency Solicitor), Khal Hassan & Allison Lee (Township Engineer), MCPC (Year 1 of 3 Year Planning Assistance Contract) Naomi Crimm MCPC Planner.
4. Reorganization
  - a. Nominations and Vote for Planning Agency Chairman
  - b. Nominations and Vote for Planning Agency Vice Chairman
5. Minutes from the December 8<sup>th</sup>, 2022 Planning Agency Meeting.
  - a. Additions, corrections and motion for approval.
6. Subdivision and Land Development
  - a. Wynstone Subdivision – New Hanover Township, Revised L.D. Plan Submitted to New Hanover Twp. for review.
  - b. Minister Creek LP/Zern’s Property – Rt. 100 Corridor/Market Street Committee (Meetings to be scheduled)
  - c. Holly Road – Neighborhood mixed use on 52 acres. Pennoni Review (12/19/2022, will attend P/A 2/09/2023)
  - d. 650 Englesville Road, Rolph Graf – R-3 Zoning, Revised Plan Submitted November 2022, Pennoni review 12/05/2022
  - e. Rotelle Builders – Buchert Road Kelly Acres. Final Plan submittal pending.
  - f. Cobblestone Commons Rt. 73 13 acres CC Convenience Commercial – Zoning Text Amendment
  - g. Dienno Tract – R-1 Hallowell Rd/Oberholtzer Rd, 41 acres – Awaiting Preliminary Plan Submittal
  - h. 1627 Swamp Pike – R-2 Limited Office/Residential Overlay, Zoning relief required (Pennoni Zoning Review 9/23/22)
  - i. 2022 Model Stormwater Management Ordinance – Act167/MS4 Stormwater ordinance (to BOS for review 1/17/2023)
  - j. Grosser Rd/Rt100 Medical Facility – Final Plans Submitted December 2022 (Reviews Pending, will attend P/A 2/09/2023)
7. Workshop Items
  - (ACTIVE)
  - a. Signage Ordinance (Final Draft) – No Workshop January 2023
  - b. Zoning/SALDO Updates (Codification in process, Editorial & Legal Analysis continuing, to be completed by 2/23/2023)
  - c. Lighting Ordinance – (to BOS for review)
  - d. Revitalization
8. Pottstown Regional Planning Commission Update
9. Public Comment
10. Deadline Dates for Subdivision Submittals:
  - I. Cobblestone Commons – Indefinite
  - II. Quigley Bus Service – (Land Use Appeal Pending)
  - III. Holly Road – Awaiting revised plan submission
  - IV. Rotelle – Final Plan Submission Pending
  - V. 650 Englesville Rd – Madison Walk February 2023
  - VI. Embree Medical – March 2023
11. Adjournment

**NEXT MEETING DATE THURSDAY, FEBRUARY 9<sup>TH</sup>, 2023**

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The meeting of the Douglass Township Planning Agency was called to order at 7:00 P.M.

Members in attendance were: Joe Richardson, Charles Rick, Kim Stouch, Ed Reitz, Sara Carpenter, Don Bergstresser, and Joan DiCicco. Also, in attendance were Solicitor Blake Dunbar, Naomi Crimm of MCPC, Brian Keaveney of Pennoni Engineering, Manager Pete Hiryak, Josh Stouch and 3 residents.

Mr. Reitz led the Pledge of Allegiance to the flag. Mr. Hiryak announced that Ms. Stouch was reappointed for a 4-year term and Ms. Carpenter was reappointed to a 4-year term. Mr. Hiryak 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 Naomi Crimm of MCPC is the Township's planning consultant (Year 1 of 3 Year Planning Assistance Contract).

### **Reorganization**

The meeting was handed over to Solicitor Blake Dunbar for reorganization. Mr. Dunbar asked for nominations for P/A Chairman. Ms. DiCicco nominated Ed Reitz for Chairman, no other nominations were given.

A motion was made by Ms. DiCicco, seconded by Mr. Richardson to nominate Ed Reitz as P/A Chairman. Richardson-Aye, Rick-Aye, Stouch-Aye, Reitz-Aye, Carpenter-Aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed.

Solicitor Dunbar asked for nominations for Vice Chairman of the P/A. Mr. Reitz nominated Sara Carpenter as the Vice Chairman, no other nominations were given.

A motion was made by Mr. Reitz, seconded by Ms. Stouch to nominate Sara Carpenter as Vice Chairman of the P/A. Richardson-Aye, Rick-Aye, Stouch-Aye, Reitz-Aye, Carpenter-Aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed. Chairman Reitz continued with the meeting.

Mr. Reitz asked if there were any changes, corrections, or additions to the Planning Agency minutes of December 8<sup>th</sup>, 2022. No changes, corrections, or additions were given.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to recommend approval of the December 8<sup>th</sup>, 2022 Planning Agency minutes. Richardson-Aye, Rick-Aye, Stouch-Absain, Reitz-Aye, Carpenter-aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed.

### **Subdivisions and Land Developments**

*Wynstone Subdivision* – New Hanover Township, Revised L.D. Plan Submitted to New Hanover Twp. for review.

*Minister Creek LP/Zern's Property* – Rt. 100 Corridor/Market Street Committee (Meetings to be scheduled)

*Holly Road* – Neighborhood mixed use on 52 acres. (Pennoni Review 12/19/2022, will attend P/A 2/09/2023)

*650 Englesville Road, Rolph Graf* – Madison Walk R-3 Zoning, Revised Plan Submitted November 2022, Pennoni review 12/05/2022. This development involves Colebrookdale Township & Douglass Township and the developer is trying to keep the Land Development review process moving forward along the same time frame for both municipalities. MCCD review of the NPDES permit also not completed.

*Rotelle Builders* – Buchert Road Kelly Acres. Final Plan Submittal Pending.

*Cobblestone Commons Rt. 73 13 acres CC Convenience Commercial* – Zoning Text Amendment

*Diunno Tract – R-1 Hallowell Rd/Oberholtzer Rd, 41 acres* – Awaiting preliminary plan submittal.

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**1627 Swamp Pike** – R-2 Limited Office/Residential Overlay, Zoning relief required (Pennoni Zoning Review 9/23/2022).

**Grosser Rd/Rt100 Medical Facility** – Final Plans Submitted December 2022 (Reviews Pending, will attend P/A 2/09/2023). Ms. Carpenter asked for a description & overview, by the developer, on the level of care that will be provided by the medical facility, the manager will notify the developer to be prepared for the next P/A Meeting.

### **Workshop Items**

(ACTIVE)

- a. Signage Ordinance (Final Draft) – The P/A members and Zoning Department reviewed the ordinance and asked for a recommendation to approve by the BOS.

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

- b. Zoning/SALDO Updates (Codification in process, Editorial & Legal Analysis continuing, to be completed by 2/23/2023)
- c. Lighting Ordinance – (to BOS for review)
- d. Revitalization

### **Pottstown Metro Regional Planning Commission Update**

No meeting held in January 2023

### **Public Comment**

No public comment was given.

### **Deadline Dates for Subdivision Submittals:**

- I. Cobblestone Commons – Indefinite.
- II. Quigley Bus Service – (Land Use Appeal Pending)
- III. Holly Road – Awaiting revised plan submission
- IV. Rotelle – Final Plan Submission Pending
- V. 650 Englesville Rd – Madison Walk February 2023
- VI. Embree Medical – March 2023

A motion was made by Mr. Reitz, seconded by Ms. Stouch to adjourn the meeting at 7:14pm. Richardson-Aye, Rick-Aye, Stouch-Aye, Reitz-Aye, Carpenter-Aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed.

The next Planning Agency Meeting will be held on February 9<sup>th</sup>, 2023

Respectfully submitted by,  
Marcy Meitzler