



December 14th, 2023

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19525

Area Code 610 - 367-6062

FAX 610 - 367-7124

1. Call the meeting to order
2. Pledge of Allegiance
3. Minutes from the November 9th, 2023 Planning Agency Meeting.
 - a. Additions, corrections and motion for approval.
4. ZHB Application:
 - a. Christopher Drive R-2 accessory building coverage appeal – inground pool, (application withdrawn)
 - b. Lehigh Valley Health Network (Hospital & Medical Office Building) – Building Signs/Directional Signs/Ground Signs.
5. Subdivision and Land Development
 - a. Wynstone Subdivision – New Hanover Township. Legal reviews on zoning issues required.
 - b. Minister Creek/Zern’s Auction Property/Rt. 100 Corridor/Market Street – Developer to present proposed Market Street concept/design for review.
 - c. Holly Road – Neighborhood mixed use on 52 acres, revised final plan submitted for review. PennDot has traffic/intersection concerns with Rt.100/Holly/County Line Rd from the proposed projects.
 - d. 650 Englesville Road, (Madison Walk) Rolph Graf – R-3 Zoning. (Final Plan Submittal Pending) Phasing proposed.
 - e. Cobblestone Commons Rt. 73 13 acres CC Convenience Commercial – Active Adult Community, Zoning Text Amendment adopted by BOS.
 - f. 1627 Swamp Pike – R-2 Limited Office/Residential Overlay, zoning relief required.
 - g. 749 Congo Rd R-1 Cluster, 25 lots – DelGrippo Construction (Awaiting official preliminary plan submittal)
 - h. Hollenbach Lumber – WaWa/Chipotle PennDot Traffic & Intersection concerns need to be addressed (see Holly Rd)
 - i. St Luke Knolls – Future expansion concept to Senior Living Apartments on Wilson Avenue (Institutional Zoning)
 - j. 115 W. Moyer Rd (Old Swenson Farm) 27 acres – (17 lots one-acre zoning) Logan Zysk/Rouse Chamberlin
6. Workshop Items
 - (ACTIVE)
 - a. Zoning Ordinance Codification – Final stage of code adoption process (Ordinance required) final legal review and advertisement in 2024.
 - b. Zoning updates – **Workshop January 11th, 2024**
 - c. Revitalization (mailboxes on Phila Ave) – **Workshop January 11th, 2024**
7. Pottstown Regional Planning Commission Update
 - Schuylkill River Passenger Rail (Reading – Phila – NYC)
8. 2024 P/A Meeting Dates and P/A members terms of service.
9. Public Comment
 - a. Thank you Don and we wish you the best as Township Supervisor
10. Deadline Dates for Subdivision Submittals:
 - I. Holly Road – Revised final plans February 2024
 - II. 650 Englesville Rd – Awaiting Final Plan Submittal
11. Adjournment

NEXT MEETING DATE THURSDAY, JANUARY 11TH, 2024 (Reorganization) @ 7PM

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, Sara Carpenter, Kim Stouch, Don Bergstresser, and Joan DiCicco. Also, in attendance were Naomi Crimm of MCPC, Allison Lee of Pennoni Engineering, Manager Pete Hiryak, Assistant Manager Andrew Duncan, Josh Stouch, and 6 residents/developers.

Vice-Chairman Carpenter led the Pledge of Allegiance to the flag. Ms. Carpenter asked if there were any changes, corrections, or additions to the Planning Agency minutes of November 9th, 2023. No changes, corrections, or additions were given.

A motion was made by Ms. Stouch, seconded by Mr. Bergstresser to recommend approval of the November 9th, 2023 Planning Agency minutes. Richardson-Aye, Rick-Aye, Carpenter-Aye, Stouch-Aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed.

ZHB Application – Lehigh Valley Health Network (Hospital & Medical Office Building) – building signs, directional signs, ground signs. Representatives for LHVN were present asking for relief for the size of signs. Mr. Duncan’s review is as follows: The measurement provided for the proposed wall sign B1, B2, and B3 are 3 feet 4 inches by 44 feet 9 inches or 132 square feet. Ordinance 2023-02, Section 1517 Signs in the Office and Light Industrial Zoning District, Wall Sign Area states that up to 15% of a façade that faces a public street or parking lot may be occupied by a wall sign. Each sign shall have a maximum area of 100 sq. ft. per sign face. The proposed sign measures 132 sq. ft and exceeds the allowable square footage allowed by ordinance. **The P/A members were in support of these wall signs.**

The main entrance double sided monument signs measure 11ft 10 inches by 11ft. or 130 square feet. A monument sign may be 50 sq. ft. in size plus an additional 10 sq. ft. per sign face per tenant. The sign can be 100 sq. ft. maximum in the office and light industrial zoning district. The proposed signs measure 130 sq. ft. and exceeds the allowable square footage allowed by ordinance. **The P/A members were in support of the sign on Rt. 100 however objected to the sign on Grosser Road, the members want the sign on Grosser Road to be static.**

Signs L1 thru L5 are considered directional signs. Signs L1, L2, L3, and L5 measure 25 square feet and sign L4 measures 6 square feet. Section 1505 – Signs exempt from permit requirements – states that directional signs may not exceed four square feet in area. Directional signs shall have a maximum height of 8 feet. All directional signs listed have exceeded the allowable square footage for the zoning district. **The P/A members were in support of these directional signs.**

A motion was made by Mr. Bergstresser, seconded by Mr. Richardson to recommend support of the proposed sign variance requests with the exception of the entrance monument sign on Grosser Road, which the members want to be a static sign. Richardson-Aye, Rick-Aye, Carpenter-Aye, Stouch-Aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed.

Subdivisions and Land Developments

Wynstone Subdivision – New Hanover Township. Legal reviews on zoning issues required.

Minister Creek LP/Zern’s Auction Property/Rt. 100 Corridor/Market Street – Developer to introduce proposed Market Street concept/design for review.

Holly Road – Neighborhood mixed use on 52 acres, revised final plan submitted for review. PennDot has traffic/intersection concerns with Rt.100/Holly Rd/County Line Rd from the proposed projects. Stormwater calculations needed.

650 Englesville Road, Rolph Graf – Madison Walk R-3 Zoning (Final Plan Submittal Pending) Phasing proposed.

Cobblestone Commons/Crossing Rt.73, 13 acres CC Convenience Commercial – Active Adult Community. Zoning Text Amendment adopted by BOS.

1627 Swamp Pike – R-2 Limited Office/Residential Overlay, zoning relief required.

749 Congo Rd, R-1 Cluster (25 Lots) – DelGrippo Construction, preliminary plan submitted in December.

Hollenbach Lumber – Wawa/Chipotle (Not Active) - PennDot Traffic & Intersection concerns need to be addressed (see Holly Rd).

St. Luke Knolls – Future expansion concept to Senior Living Apartments on Wilson Avenue (Institutional Zoning).

115 W. Moyer Rd (Old Swenson Farm) – 27 acres (17 lots, one-acre zoning) Logan Zysk/Rouse Chamberlin.

Pending ZHB Application – McCarron, Christopher Drive R-2 accessory building coverage appeal for inground pool – application withdrawn.

Workshop Items

(ACTIVE)

- a. Zoning Ordinance Codification – Final stage of code adoption process (Ordinance required) – Final Legal review is pending with advertisement for January/February.
- b. Zoning updates – Process continues (Residential) **Workshop Scheduled in January 11th, 2024 @ 6pm.**
- c. Revitalization (mailboxes on Phila Ave) – **Workshop Scheduled January 11th, 2024 @ 6pm.**

Pottstown Metro Regional Planning Commission Update

Schuylkill River Passenger Rail (Reading-Philadelphia-NYC) – Discussions were held involving a rail system traveling from Reading to Philadelphia to New York City and back. A Grant was received to start the project process involving evaluation and environmental studies.

2024 P/A Meeting Dates and P/A Members terms of service – Joe Richardson has asked to be considered for re-appointment and Don Bergstresser will be Supervisor Elect beginning 2024 and therefore will be relinquishing his P/A duties.

Public Comment

Thank you to Don Bergstresser for your service to the Planning Agency and we wish you the best as Township Supervisor. Ms. Carpenter thanked everyone for their support.

Deadline Dates for Subdivision Submittals:

- I. Holly Road – Revised final plans February 2024
- II. 650 Englesville Rd – Awaiting Final Plan Submittal

A motion was made by Ms. Carpenter, seconded by Ms. DiCicco to adjourn the meeting at 7:37pm. Richardson-Aye, Rick-Aye, Carpenter-Aye, Stouch-Aye, Bergstresser-Aye, and DiCicco-Aye. Motion passed.

The next Planning Agency (Reorganization) Meeting will be held on January 11th, 2024 @ 7pm – **Workshop Scheduled @ 6pm.**

Respectfully submitted by,
Marcy Meitzler