



PLANNING AGENCY *Township of Douglass, Montgomery County*

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19525

Area Code 610 - 367-6062

FAX 610 - 367-7124

September 11th, 2025

1. Call the meeting to order
2. Pledge of Allegiance
3. Minutes from the August 14th, 2025 Planning Agency Meeting.
 - a. Additions, corrections and motion for approval.
4. Zoning Hearings:
 - a. 119 Pinehurst Way - variance request for pool
 - b. Terralead, 115 W. Moyer Road – Administrative Update
5. Subdivisions:
 - a. 330 Gilbertsville Road, sketch plan pending
6. Workshop Items
 - a. Zoning Ordinance to BOS for review
 - b. Revitalization (mailboxes on Phila Ave) – October Workshop @ 6:30pm
7. Pottstown Regional Planning Commission Update
8. Public Comment
9. Deadline Dates for Subdivision Submittals:
 - a. **Holly Road Subdivision** – Preliminary Plan approval granted on 2/27/2022 (5 Years). Awaiting Final Plan Revisions.
 - b. **650 Englesville Rd (Madison Walk)** – Preliminary Plan approval granted on 4/13/2023 (5 Years). Awaiting Final Plan Submittal
 - c. **749 Congo Road** – Preliminary Plan approval granted on 9/23/2024 (5 years)
 - d. **115 W. Moyer Road** – Preliminary Plan approval granted on 3/03/2025 (5 Years)
10. Adjournment

NEXT MEETING DATE THURSDAY, OCTOBER 9TH, 2025 @ 7PM

The meeting of the Douglass Township Planning Agency was called to order at 7:06 P.M.

Members in attendance were: Joe Richardson, Charles Rick, Ed Reitz, Mike Heydt, Sara Carpenter, and Jessica Gisinger-Doran. Also, in attendance were Solicitor Blake Dunbar, Naomi Crimm of MCPC, Allison Lee of Pennoni Engineering, Manager Andrew Duncan, Asst. Manager David Thompson. 4 residents/developers attended the meeting.

Mr. Reitz led the Pledge of Allegiance.

Mr. Reitz asked if there were any changes, corrections, or additions to the Planning Agency minutes of August 14th, 2025, none were given.

A motion was made by Mr. Richardson, seconded by Ms. Carpenter to recommend approval of the August 14th, 2025 Planning Agency minutes. Richardson-Aye, Rick-Aye, Heydt-Aye, Reitz-Abstain, Carpenter-Aye, and Gisinger-Doran-Aye. Motion Passed.

Zoning Hearings (September 22nd, 2025 @ 5:30pm)

- a. 119 Pinehurst Way – variance request from building coverage for above ground pool and decking. The current zoning in R-1A allows for 10% building coverage, the lot size is a non-conforming lot at .66 acres or 28,957sf allowing for 2,896sf of building coverage. The current existing building coverage of 4,988sf exceeds the maximum coverage allowed by 2,092sf. The applicant wishes to increase this coverage by another 517sf for an above ground pool & decking. The applicant stated that before they purchased the property there was an existing above ground pool on the property that was removed, they would like to replace it at the same spot. They were asked if they would remove some of the extended paved driveway to allow for the additional square footage of the pool, the applicant stated they did not want to tear up the driveway. Mr. Rick stated that the planning agency just spent 18 months updating the zoning to allow more coverage in certain areas because of all the pool variances that have been requested so asking for more coverage goes against what we have just updated, we want to stay consistent with the updated zoning ordinance, Mr. Richardson agreed stating that more coverage creates more water runoff.

A motion was made by Mr. Richardson, seconded by Mr. Rick to not recommend the building coverage variance for 119 Pinehurst Way and to remain consistent with the updated zoning ordinance. Richardson-Aye, Rick-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, and Gisinger-Doran-Aye. Motion passed.

- b. Terralead, 115 W. Moyer Road (Administrative Update) – Mr. Duncan informed the planning agency that Terralead is seeking a 12-month extension of their variance that was granted.

Subdivisions

- a. 330 Gilbertsville Road, sketch plan pending – Mr. Duncan stated that Rotelle purchased this 9-acre parcel and would like to add 3 single family dwellings. Pending revised sketch plan revision.

Workshop Items

- a. Revitalization (mailboxes on Phila Ave) – Workshop was held at 6pm on September 11th, 2025 for a walkabout on E. Philadelphia Avenue. Next workshop on October 9th @ 6pm, Mr. Duncan will check availability of zoning hearing board members.

Pottstown Metro Regional Planning Commission Update

The topic of discussion at PMRPC was about our zoning ordinance and a Letter of Support. Also discussed was Agritourism and solar farms. October is the New Hanover Township Planning Agency Meeting that should be well attended.

Public Comment

No comments were given.

Deadline Dates for Subdivision Submittals:

- a. Holly Road Subdivision – Preliminary Plan approval granted on 2/27/2022 (5 Years). Awaiting Final Plan Revisions
- b. 650 Englesville Rd (Madison Walk) – Preliminary Plan approval granted on 4/13/2023 (5 Years). Awaiting Final Plan Submittal
- c. 749 Congo Road – Preliminary Plan approval granted on 9/23/2024 (5 years)
- d. 115 W. Moyer Road – Preliminary Plan approval granted on 3/03/2025 (5 Years)

A motion was made by Mr. Richardson, seconded by Ms. Carpenter to adjourn the meeting at 7:33pm. Richardson-Aye, Rick-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, and Gisinger-Doran-Aye. Motion passed.

The next Planning Agency Meeting will be held on October 9th, 2025 @ 7pm, Workshop @ 6pm.

Respectfully submitted by,
Marcy Meitzler