



Douglass Township, Montgomery County

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AGENDA – May 1st, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of April 17th, 2023 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for May 1st, 2023 – additions, corrections, motion for approval.
5. Welcome Naomi Crimm, MCPC Community Planner for Douglass Township
6. Public Hearing – Ordinance #2023-02 Sign Ordinance (BOS Adoption Required)
7. Public Hearing – Ordinance #2023-03 Lighting Ordinance (BOS Adoption Required)
8. Police Report – Chief Barry Templin
 - a. Bartman Avenue Update
9. Solicitor Report – Wendy McKenna, Esq.
 - a. Ordinance 2023-04 Fire Protection/Fire Prevention (Advertised for 5/15/2023)
10. Engineer Report – Khal Hassan
 - a. Cobblestone Commons (Rt.73) Nick Feola - proposed Senior Living Community – CC Convenience Commercial Zoning District
11. Highway Department – Mike Heydt
12. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Monday May 15th, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Monday May 8th, 2023 ESB Meeting @ 6pm, Thursday May 11th, 2023 P/A Meeting @ 7pm – **Workshop 6:00pm** (zoning updates & E. Phila Ave Mailbox discussions).
 2. ZHB – (2) Applications pending: Avante Apts Phase II and 58 Congo Rd – Apartment (hearings scheduled for 6/22/2023)
 3. ZHB Decision - 1542 E Phila Ave, Smoothie/Juice Bar – Granted with conditions
 4. Escrow Reduction Request – Hollowell Phase 1 Release #4 (\$174,384.48)
 5. Escrow Reduction Request – Zern Tract Phase 1 Release #21 (\$5,910.15)

13. Old Business/New Business

14. Public Comment

15. Adjournment

NEXT MEETING 7PM MONDAY MAY 15th, 2023

The meeting of the Douglass Township Board of Supervisors was called to order at 7:05P.M. Attending were Chairman Josh Stouch, Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Manager Peter Hiryak, Solicitor Wendy McKenna, Khal Hassan of Pennoni & Associates, Naomi Crimm of MCPC, Andrew Duncan, Mike Heydt, Chief Templin, Officer Dykie, and approximately 18 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance and announced there was no Executive Session this evening, only the pre-agenda meeting.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of April 17th, 2023 Board of Supervisors Meeting. No changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the minutes of the April 17th, 2023 Board of Supervisors Meeting. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the May 1st, 2023 Board of Supervisors Agenda, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve the May 1st, 2023 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Hearings

Solicitor McKenna closed the meeting at 7:06pm and opened the public hearing at 7:07pm for Ordinance #2023-02 Repealing in its entirety existing part 15, sign regulations, and in its place enacting a new part 15, sign regulations, which will become part of the Douglass Township Zoning Ordinance. The exhibit list: T-1 P/A minutes of January 12, 2023; T-2 BOS minutes from April 3rd, 2023 authorizing advertisement; T-3 Legal Notice; T-4 MCPC review dated March 22, 2023; T-5 Transmittal to Law Library; T-6 Proof of Publication; and T-7 Ordinance repealing part 15 and adding new part 15. Ms. Crimm stated the original ordinance was from 2014 and the changes involve a more permissive stance for wall signs, and changes to the permit review period in the General Commercial Zoning District, specifically for shopping centers. Ms. McKenna asked if there were any questions or comments, none were given. The public hearing was closed at 7:12pm.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adopt Ordinance #2023-02 Repealing In Its Entirety Existing Part 15, Sign Regulations, And In Its Place Enacting A New Part 15, Sign Regulations, which will become part of the Douglass Township Zoning Ordinance. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Ms. McKenna opened the public hearing at 7:13pm for Ordinance #2023-03 amending the Subdivision and Land Development Ordinance, Section 434, Street Lighting, establishing regulations and minimum standards for outdoor lighting. The exhibit list: T-1 P/A minutes of August 11, 2022; T-2 BOS meeting minutes of April 3, 2023 authorizing advertisement; T-3 Legal Notice; T-4 MCPC review letter dated February 2, 2023; T-5 email to Montgomery County Law Library; T-6 Proof of Publication; and T-7 Ordinance 2023-03. Ms. Crimm said the 2004 Ordinance has been updated to be more inline with current standards, out of date data has been removed, added dimmed lighting, color temperature, installations standards, and outdoor requirements for different lighting standards. Ms. McKenna asked if there were any questions or comments, none were given. The public hearing was closed at 7:15pm.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to adopt Ordinance #2023-03 Amending the Code of Ordinances of the Township of Douglass, Montgomery County, Pennsylvania, Subdivision and Land Development

Ordinance, Section 434, Street Lighting, Establishing Regulations and Minimum Standards for Outdoor Lighting. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Report – Chief Barry Templin

Chief Templin stated that Andrew Duncan Chief of Emergency Management Operations will be presenting the Bartman Avenue - Traffic Study and Observations - In response to complaints received for speeding on Bartman Avenue, the Board of Supervisors directed the police department to complete an updated traffic study to identify the impacts of this area. Mr. Duncan stated, the Douglass Township Police Department and the Office of Emergency Management were assigned to complete traffic observations. These observations were made by way of electronic speed equipment as well as physical human observations. These observations were made during a ten-day period in the 300 block of Bartman Avenue beginning on April 12, 2023 and were completed on April 21, 2023. Traffic volume, high speeds, low speeds, and average speeds were recorded for northbound and southbound directions of Bartman Avenue for the duration of the study. Each department recorded and reported their findings to the Board of Supervisors via written report. The findings: Traffic Count Total 22,201; average recorded speed 30.53mph; minimum recorded speed 10mph; maximum recorded speed 58mph (only one vehicle). 50% of all vehicles were traveling below 31mph, 85% of vehicles were traveling below 37mph (2018 study – 27mph), 15% of all vehicles traveled about the 85th percentile or above 37mph. These vehicles are considered too be exceeding the safe and reasonable speed for the road and traffic conditions. Additional findings: Driving with handheld devices is a contributing factor to speed and distracted driving in this area, excessive commercial traffic on Bartman Avenue was not observed. During stationary observation there were no tractors trailers that used the road. There were three large commercial vehicles observed during stationary observations. One was a trash truck servicing the community with trash removal, a second vehicle was a roll off truck leaving the sewer plant on Bartman, and the third vehicle was a 26' Penske truck which made a home delivery in the 300 block of Bartman. An additional 10-day traffic study period will occur from April 27, 2023 through May 6, 2023. This study will be completed within the 600 block of Bartman. Northbound and Southbound traffic will again be observed. This study will collect data from vehicles exiting the 35mph zone from Holly Road as they enter the 25mph zone from Bartman Avenue and entering the 35mph zoning towards Holly Road. Traffic Calming Devices: Traffic calming devices are regulated by PennDot Publication 383 – Pennsylvania's Traffic Calming Handbook. To consider placing traffic calming devices, the Township would have to work with PennDot and a licensed engineer to complete a traffic study. **Traffic calming devices are NOT traffic control devices.** Considerations: Measure Bartman Avenue and Holly Road to make sure that the roadway is properly marked with speed limit signs; add white reflective strip to speed limit sign posts on Bartman and Holly, add orange triangle to top of speed limit signs on Bartman and Holly, pavement makings on the roadway, continue regular patrols and enforcement in the area (education and enforcement efforts must be performed prior to a traffic calming study), time management and police manpower needs to be considered for traffic enforcement on Bartman Avenue. Douglass Township has 17 square miles and over 80 miles of Township and State roadways to enforce motor vehicle codes. Time shall be distributed equally for all traffic target areas in the Township. Mr. Duncan and Officer Dykie answered questions from the public pertaining to the study.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adopt all of the above considerations with the exception of police manpower. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor Report – Wendy McKenna, Esq.

Ms. McKenna announced that Ordinance #2023-04 Fire Protection/Fire Prevention is advertised for the May 15th, 2023 meeting. No questions were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Solicitor Report as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Engineer Report – Khal Hassan

Cobblestone Commons (Rt.73) Nick Feola – proposed Senior Living Community Introduction, CC Convenience Commercial Zoning District. Mr. Feola said in 2004-05 there was a Preliminary Plan for Mixed Use CC/R-2

Development on 12.95 acres at Rt73/Elm Street that never moved forward. Mr. Feola presented a concept plan introduction for a proposed 55+ Townhome Development on Rt73/Elm Street with an emergency access on Elm Street. They are using the Active Adult Overlay District template for this proposal consisting of two-story units with open space criteria, clubhouse & pool. A text amendment would be requested to allow this proposed plan in the CC zoning district. There is a proposed emergency access at Elm Street. Mr. Link said you need elevators for each unit if its two-story, Mr. Feola responded that these units would not be apartment style units but geared toward independent living. The emergency access would be grass paved, coordinated with emergency services. Mr. Seidel added that the access would be a sidewalk looking scenario with driveway and overflow parking. Mr. Duncan said EMS is interested in reviewing the architectural design of this plan. A resident asked if units will have basements, Mr. Feola said he believes it will be on slabs with no basements. The public was reminded that this is an introduction of a concept plan, the developer is asking if the Board is interested in this proposal however they would still have to go through the complete planning process. The Board was interested in this proposal and asked Mr. Feola to present an introduction to the Planning Agency. Mr. Hassan had nothing to add to his report.

A motion was made by Mr. Stouch, seconded by Mr. Keiser instructing Mr. Feola to contact Mr. Hiryak in order to present an introduction of this concept plan at the Planning Agency Meeting. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Engineer's Report as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Works – Mike Heydt

No report given.

Manager's Report – Pete Hiryak

1. Mr. Hiryak reviewed the upcoming meetings as follows: Monday May 8th, 2023 ESB Meeting @ 6pm, Thursday May 11th, 2023 P/A Meeting @ 7pm - **Workshop @ 6:00pm** (zoning updates and E. Phila Ave mailboxes), Monday May 15th, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. ZHB – (2) Applications pending: Avante Apartments Phase II and 58 Congo Rd – Apartment (hearings scheduled for 6/22/2023)
3. ZHB Decision – 1542 E. Philadelphia Ave, Smoothie/Juice Bar – Granted with conditions: Parking lot to be sealed & striped with one designated pick up spot per business and at least one handicapped spot per business if required by the Township and compliance with all Township, State and County codes, regulations & permits including determining interior seating capacity.
4. Escrow Reduction Request – Hollowell Phase I Release #4 (\$174,384.48) – a request was given by Sonshine III, LP for Hollowell Phase I, Escrow Release #4 in the amount of \$174,384.48. Mr. Hassan said based on our observations of the work, we recommend release #4.

A motion was made by Ms. Carpenter, seconded by Mr. Stouch to approve Hollowell Phase I, Release #4 in the amount of \$174,384.48 as recommended by Pennoni Associates. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

5. Escrow Reduction Request – Zern Tract Phase I, Release #21 (\$5,910.15) – a request was given by Wayne Rosen for Zern Tract Phase I, Release #21 in the amount of \$5,910.15. Mr. Hassan said based on our observations of the work, we recommend release #21.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve Zern Tract Phase I, Release #21 in the amount of \$5,910.15 as recommended by Pennoni Associates. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept the Manager's Report as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Old Business/New Business

Mr. Stouch announced that the Local Government Commission of the Pennsylvania General Assembly have invited members of Douglass Township to speak about Land Use, Legal Updates, and EMS at the Third Annual Symposium on Thursday October 19th, 2023 in Harrisburg, they only invite 2-3 people throughout the County so this is a big honor. He would like to propose sending Mr. Duncan & himself to the Symposium and hold a staff meeting on this matter. An acceptance letter must be received by June 16th, 2023. No other business was given.

Public Comment

No public comment was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:01 pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, May 15th, 2023 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler