



# PLANNING AGENCY *Township of Douglass, Montgomery County*

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19525

Area Code 610 - 367-6062

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July 10<sup>th</sup>, 2025

1. Call the meeting to order
2. Pledge of Allegiance
3. Minutes from the June 12<sup>th</sup>, 2025 Planning Agency Meeting.
  - a. Additions, corrections and motion for approval.
4. Subdivision Proposal – 135 Hoffmansville Road (two-lot) Subdivision
5. Workshop Items
  - a. Zoning updates – Zoning Ordinance to BOS for review, August Workshop @ 6pm
  - b. Revitalization (mailboxes on Phila Ave)
6. Pottstown Regional Planning Commission Update
7. Public Comment
8. 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)
9. Adjournment

**NEXT MEETING DATE THURSDAY, AUGUST 14<sup>TH</sup>, 2025 @ 7PM**

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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, Mike Heydt, Ed Reitz, Sara Carpenter, Kim Stouch, and Jessica Gisinger-Doran. Also, in attendance were Solicitor Blake Dunbar, Michael Narcowich of MCPC, Allison Lee of Pennoni Engineering, and Manager Andrew Duncan. 3 residents/developers attended the meeting.

Mr. Reitz led the Pledge of Allegiance to the flag.

Mr. Reitz asked if there were any changes, corrections, or additions to the Planning Agency minutes of June 12<sup>th</sup>, 2025, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Richardson to recommend approval of the June 12<sup>th</sup>, 2025 Planning Agency minutes. Richardson-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, Stouch-Aye, and Gisinger-Doran-Aye. Motion Passed.

Subdivision Proposal – 135 Hoffmansville Road, 8.2417 net acres (two-lot) Subdivision in the R-1 Zoning District. Mike Bercek gave a brief overview of the proposed subdivision stating that lot 1 would be a proposed new lot consisting of 2.2986 gross acres (2.110 net acres) and will comprise of the existing triplex dwelling unit building, barn, and other existing site improvements. Lot 2 is a proposed new lot consisting of 7.0044 gross acres (6.1308 net acres) and will be comprised of the existing open field. No improvements to this lot are proposed as part of this application. Mr. Heydt commented that this property has an easement so it is landlocked with no direct access to a public street, it is a requirement to own 50 foot of road frontage for a subdivision and you do not own the easement. Ms. Lee stated that there are several comments that need to be addressed on the Pennoni review letter dated 7/2/2025. The owners stated that they do have a plan B option off of Hoffmansville Road where they do own 50 feet of road frontage. The applicant was asked to redesign plan for option B addressing all the comments on the review letter and resubmit the plan.

### **Workshop Items**

- a. Zoning Updates – recommended Zoning Ordinance Updates draft to the BOS for review & approval at 7/21/2025 meeting.
- b. Revitalization (mailboxes on Phila Ave) – Workshop September 11<sup>th</sup>, 2025 @ 6pm  
Review follow ups from June Meeting.

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

The topic of discussion at PMRPC was about New Hanover changing their zoning because of density issues. Mr. Richardson commented that Ms. Crimm gave a very good presentation on our zoning update.

### **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 (Phasing)
- c. 749 Congo Road – Preliminary Plan approval granted on 9/23/2024 (5 years) – NPDES & Sewer Approved. Aqua asked for a well site & Township asked for land for future use of EMS.

- d. 115 W. Moyer Road – Preliminary Plan approval granted on 3/03/2025 (5 Years)

A motion was made by Mr. Heydt, seconded by Mr. Richardson to adjourn the meeting at 7:39pm. Richardson-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, Stouch-Aye, and Gisinger-Doran-Aye. Motion passed.

The next Planning Agency Meeting will be held on August 14<sup>th</sup>, 2025 @ 7pm, No Workshop.

Respectfully submitted by,  
Marcy Meitzler