



PLANNING AGENCY *Township of Douglass, Montgomery County*

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19525

Area Code 610 - 367-6062

FAX 610 - 367-7124

August 14th, 2025

1. Call the meeting to order
2. Pledge of Allegiance
3. Minutes from the July 10th, 2025 Planning Agency Meeting.
 - a. Additions, corrections and motion for approval.
4. Subdivisions:
 - a. 135 Hoffmansville Road two-lot Subdivision Revision
 - b. Avante Apartments
5. Workshop Items
 - a. Zoning updates – Zoning Ordinance to BOS for review, September 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, SEPTEMBER 11TH, 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, Charles Rick, Mike Heydt, Sara Carpenter, Kim Stouch, and Jessica Gisinger-Doran. Also, in attendance were Solicitor Blake Dunbar, Naomi Crimm of MCPC, Greg Kerr of Pennoni Engineering, Manager Andrew Duncan, Asst. Manager David Thompson. 4 residents/developers attended the meeting.

Ms. Carpenter led the Pledge of Allegiance.

Ms. Carpenter asked if there were any changes, corrections, or additions to the Planning Agency minutes of July 10th, 2025, none were given.

A motion was made by Mr. Heydt, seconded by Mr. Richardson to recommend approval of the July 10th, 2025 Planning Agency minutes. Richardson-Aye, Rick-Aye, Heydt-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 revised subdivision stating that Lot 1 would be a proposed new lot consisting of 2.2424 gross acres (2.0014 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 7.0606 gross acres (5.8955 net acres) and will be comprised of the existing open field. No improvements to this lot are proposed as part of this application. Since the last submission, the applicant has revised their access for proposed Lot 2 from utilizing the existing 50' wide access easement off of Little Road to a new 50' wide access drive off of Hoffmansville Road adjacent to the intersection with Sassamansville Road. The new access to proposed Lot 2 is shown on the plans to be within the existing driveway access to 135 Hoffmansville Road (proposed Lot 1). Mr. Heydt asked the applicants if they will subdivide this area in the future, the owners replied no however they are selling Lot 1 and the new owner might ask for future subdivision. Mr. Kerr stated that Pennoni recommends Preliminary/Final Minor Subdivision Plan approval on condition that the applicant addresses the comments referenced in Pennoni Engineering letter dated August 8, 2025 and provides the missing documents, reviews, permits prior to recording approval.

A motion was made by Mr. Richardson, seconded by Mr. Heydt to recommend Preliminary/Final Minor Subdivision Plan approval to the Board of Supervisors for the revised 135 Hoffmansville Road Subdivision Plan. Richardson-Aye, Rick-Aye, Heydt-Aye, Carpenter-Aye, Stouch-Aye, and Gisinger-Doran-Aye. Motion passed.

Workshop Items

- a. Zoning Updates – recommended to the BOS for review, Public Hearing 9/15/2025
- b. Revitalization (mailboxes on Phila Ave) – Workshop September 11th, 2025 @ 6pm
Ms. Crimm to provide summary of Revitalization and compare it to other municipalities. Ms. Carpenter asked to take a phasing approach to revitalization and funding. Mr. Richardson recommended that the Planning Agency take a walk down E. Philadelphia Avenue prior to the workshop.

Pottstown Metro Regional Planning Commission Update

The topic of discussion at PMRPC was about New Hanover changing their zoning. New Hanover notified everyone that the Wynstone Project is starting up again, the developer has purchased more land so a new plan must be submitted also a traffic study must be completed. Mr. Richardson said the New Hanover Planning Agency Meeting in October should be a big meeting. The Douglass Township zoning changes were discussed, PMRPC had no issues with the changes.

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) – Mr. Duncan commented that this is moving quickly.
- d. 115 W. Moyer Road – Preliminary Plan approval granted on 3/03/2025 (5 Years) – Mr. Duncan commented that this is also moving quickly.

A motion was made by Ms. Carpenter, seconded by Mr. Heydt to adjourn the meeting at 7:18pm. Richardson-Aye, Rick-Aye, Heydt-Aye, Carpenter-Aye, Stouch-Aye, and Gisinger-Doran-Aye. Motion passed.

The next Planning Agency Meeting will be held on September 11th, 2025 @ 7pm, Workshop @ 6pm.

Respectfully submitted by,
Marcy Meitzler