



## PLANNING AGENCY

Township of Douglass, Montgomery County

1320 East Philadelphia Avenue, Gilbertsville, Pennsylvania 19525

Area Code 610 - 367-6062

FAX 610 - 367-7124

September 28<sup>th</sup>, 2026

1. Call the meeting to order
2. Pledge of Allegiance
3. Minutes from the August 24<sup>th</sup>, 2026 Planning Agency Meeting.
  - a. Additions, corrections and motion for approval.
4. Subdivision and Land Development
  - a. 200 Gilbertsville Road (Avante Apartments) – waiver review letter dated August 6<sup>th</sup>, 2026
5. Mailbox Update
6. Zoning Hearings
  1. 125 Paul Drive – Accessory Dwelling Unit
  2. 140 Jackson Rd – Variances for 850 sq.ft. Single Family Dwelling
7. Pottstown Regional Planning Commission Update
8. Updates
  1. 115 W. Moyer Rd
  2. 749 Congo Rd
  3. Madison Walk
  4. Holly Rd – NPDES Notification
9. Public Comment
10. Deadline Dates for Subdivision Submittals:
  - a. **Holly Road Subdivision** – Awaiting Final Plan revisions for NPDES Permit, stormwater calculations and traffic concerns.
  - b. **650 Englesville Rd (Madison Walk)** – Final Plan Submittal 6/10/2026
11. Adjournment

**NEXT MEETING DATE MONDAY OCTOBER 26<sup>TH</sup>, 2026**

The meeting of the Douglass Township Planning Agency was called to order at 7:04 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, Greg Kerr of Pennoni Engineering, Mike Miklos of MCPC, Andrew Duncan, Josh Stouch, Don Bergstresser, and 13 residents/developers.

Ms. Carpenter led the Pledge of Allegiance and asked if there were any changes, corrections, or additions to the Planning Agency minutes of August 24<sup>th</sup>, 2026.

A motion was made by Mr. Heydt, seconded by Mr. Richardson to recommend approval of the August 24<sup>th</sup>, 2026 Planning Agency minutes. Richardson-Aye, Heydt-Aye, Reitz-Abstain, Carpenter-Aye, Stouch-Aye, and Doran-Aye. Motion passed.

#### *Subdivision and Land Development*

200 Gilbertsville Rd (Avante Apartments) – Pennoni review letter dated August 6<sup>th</sup>, 2026. Bill Cujdik from Padula Engineering went over the waiver requests from the Pennoni review letter dated 8/06/2026. Mr. Cujdik stated that most of these waivers would not be needed because it conforms to the old zoning, we would like confirmation if this plan falls into old zoning or new zoning requirements.

Zoning comments: Fee in Lieu of was discussed for items 265-27 – Recreation Facilities, 265-28.A(1) thru (3) & 265-28.D – Ownership and maintenance of common open space and recreational facilities, 265-65.A.(1).(a) thru (d) – Open Space Requirements, and 265-65.A.(2) – Open Space Requirements. 265-62.B.(1) (2) & (3) – Dimensional Requirements, this currently conforms to old zoning and 265-230-C.(3) – Parking Use Requirements conforms the old zoning. SALDO waivers discussed: 230-14.D.(2) – Existing Features, 230-14.D.(3) Existing Features, 230-38.E – Parking Areas and Related Internal Driveways. Stormwater: 222-59 Groundwater recharge, 222-61.B – Stream Bank Erosion Requirements, for minimum size, 222-65.F – Design criteria for stormwater management facilities, pending calculations, 222-64.B – other requirements, 222-65.A.(3) & 222-65.E & 222-65.F – Design criteria for stormwater management facilities. Updated stormwater calculations are needed by Pennoni.

A motion was made by Ms. Stouch, seconded by Mr. Heydt to recommend Preliminary Plan Approval for 200 Gilbertsville Road (Avante Apartments) pending updating all stormwater calculations, compliance with Pennoni & MCPC review letters and confirmation of whether this plan falls under old zoning or new zoning requirements. Richardson-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, Stouch-Aye, and Doran-Aye. Motion passed.

*Mailbox Update* - held a meeting with Postmaster and Assistant Postmaster. The post office does not use a park & loop delivery system anymore and it is time-consuming. The choices are to look at a cluster box situation or residents must purchase a post office box. Manager Thompson prefers the post office boxes, Mr. Stouch added that the safety & well-being of the residents are our first concern. The post office will not meet us halfway. Ms. Carpenter also agrees to move to P O Boxes and have MCPC find preferable locations for a cluster box, however it would be a liability issue for the property owner.

A motion was made by Ms. Carpenter, seconded by Ms. Stouch to modify the Mailbox Ordinance and recommend approval to the Board of Supervisors. Richardson-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, Stouch-Aye, and Doran-Aye.

#### *Zoning Hearing:*

125 Paul Drive, Accessory Dwelling Unit (In-Law Suite) – the current owner stated that he is asking for a Special Exception for a 350sq. ft. addition on to an existing garage for a kitchen & bathroom, his

daughter will take over the home, and he will move into the In-Law Suite. The sewer authority will be contacted if an additional EDU is required.

A motion was made by Ms. Stouch, seconded by Ms. Doran to recommend support of the Special Exception for 125 Paul Drive, Gilbertsville. Richardson-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Recuse, Stouch-Aye, and Doran-Aye. Motion passed.

140 Jackson Road, variances for 850 sq. ft. single family dwelling – Horizon Engineering stated that the lot is 18,000 sq. ft. in the R-2 Zoning District. Looking to build an 850 sq. ft house with an on-site well. Ms. Carpenter stated that wells are contaminated in that area and there is flooding in that area. The location impacts the riparian buffer. The Engineer & owner were asked to rework the location of the home and present it to the planning agency.

*Pottstown Metro Regional Planning Commission Update* – Mr. Thompson commented that he was at the meeting and it is apparent we should not continue with PMRPC. West Pottsgrove plans to pull out of PMRPC also.

*Public Comment*

No comment was given.

*Deadline Dates for Subdivision Submittals:*

- a. **Holly Road Subdivision** – Awaiting Final Plan revisions for NPDES Permit, stormwater calculations and traffic concerns. A Final Plan should be coming soon.
- b. **650 Englesville Rd (Madison Walk)** – Final Plan Submittal 6/10/2026 – Proposed Phasing.

A motion was made by Mr. Heydt, seconded by Mr. Richardson to adjourn the meeting at 8:02pm. Richardson-Aye, Heydt-Aye, Reitz-Aye, Carpenter-Aye, Stouch-Aye, and Doran-Aye. Motion passed.

The next Planning Agency Meeting will be held on October 26<sup>th</sup>, 2026 @ 7pm – **Workshop TBD**

Respectfully submitted by,  
Marcy Meitzler