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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: Bill Zern, Neal Sarker, Tom Wynne, Ed Reitz, Carl Adams, and Debie Pishock also in attendance; Solicitor Charles Garner, John Sartor from Gilmore & Associates, Meredith Curran from MCPC, and 8 residents/developers.

Mr. Wynne led the Pledge of Allegiance to the flag. Mr. Wynne asked if there were any changes, corrections, or additions to the Planning Agency minutes of October 10th, 2013, no changes were given.

A motion to recommend approval of the October 10th, 2013 Planning Agency minutes was made by Mr. Reitz, seconded by Mr. Zern. Sarker-Abstain, Zern-Abstain, Reitz-Aye, Wynne-Aye, Reitz-Aye, Pishock-Aye. Motion passed.

Mr. Jeff Haring announced that he would be taping the Planning Agency meeting.

MCPC Planning Assistance Contract – 3 years

The Planning Assistance Contract provides assistance for 18 meetings; currently the P/A utilizes 12 for their monthly meetings. Mr. Reitz suggested that Ms. Curran attend quarterly Board of Supervisors meetings to fully utilize the MCPC planning contract. Also the P/A listed the riparian structural assistance, Rt.100 Corridor/Market Street, and digital signs as topics to work on for 2014.

A motion was made by Mr. Wynne, seconded by Mr. Reitz to recommend approval to the Board of Supervisors for the 3-year MCPC Planning Assistance Contract and for Ms. Curran to attend quarterly Board of Supervisors meetings during the year to provide updates at the Township meetings as part of the MCPC Assistance Contract. Zern-Aye, Sarker-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

Subdivisions and Land Developments

Pineville Properties – Proposed Wawa Rt. 100/Grosser Road – Gilmore Plan Review Letter 11/8/13. Mr. Graf, Mr. Botta, Mr. Williams, and Mr. DeNave were present to discuss the County letter of 11/13/13; Gilmore letter of 11/8/13, Memo prepared by Mr. Sartor addressing roadway improvements along Grosser Road dated November 13th, 2013, and submitted a clean waiver letter to the P/A dated 11/14/13. The applicant was requesting eight waivers from the Township SALDO. Those waivers were outlined in the Graf Engineering letter of November 14, 2013. Following discussion and consultation with Mr. Sartor, the P/A voted to recommend the Board of Supervisors grant the eight waivers.

A motion was made by Mr. Reitz, seconded by Mr. Wynne to recommend to the Board of Supervisors the approval of the 8 waivers outlined in the Graf Engineering letter of November 14, 2013. Zern-Aye, Sarker-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

The applicant also discussed with the P/A the bituminous walking trail along Grosser Road from the Wawa Project to the Summer Hill Development. There is one property along Grosser Road that is limited by the width of the existing legal right-of-way; the only way that the walking path could be completed would be to utilize private property. The owner of that property was at the meeting and indicated he was not interested in assisting the Township in constructing the walkway across his property, it was agreed that along this section of Grosser Road, a curb and sidewalk be installed within the existing right-of-way, along with appropriate signage for the use of pedestrians from Summer Hill to the Wawa Project, while everyone acknowledged that it would not be the preferred solution, it was the best solution that the P/A could recommend, given the physical constraints of space within the right-of-way.

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A motion was made by Mr. Wynne, seconded by Mr. Reitz that the P/A recommend to the Board of Supervisors preliminary approval of the Wawa Land Development Plan, subject to the applicant satisfying the following conditions: 1. Compliance with the comments set forth in the Gilmore & Associates letter of November 8, 2013; 2. Compliance with the comments outlined in the Montgomery County Planning Commission letter of November 13, 2013; 3. Compliance with the Memo issued by John Sartor dated November 13, 2013, relating to improvements along Grosser Road (seven specific items recommended as improvements); 4. Applicant dedicating to the Township the access roads surrounding the Wawa Project with the understanding said roadways would be maintained by Wawa, 5. The applicant maintaining any off-site improvements, including the walking trail, 6. The applicant executing the Master Plan Agreement, the form of which should be acceptable to the Board of Supervisors, 7. The re-evaluation of the depicted access to Grosser Road upon build out of the entire parcel. Zern-Aye, Sarker-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

Wilkinson Associates-Berwind II – Preliminary/Final Land Development Plan received 11/12/13
Clover Hill, John Backenstose – R-1 Niantic Rd., waiting for draft land use settlement agreement.

Quigley Bus Service – Waiting for Revised Preliminary Plan Submittal.

Danny Jake/Hallowell Cluster- Awaiting Final Plan submittal.

Gambone Development Co – Sketch Plans/Proposed Overlay Ordinance, Holly Road and Sketch Plan and Sketch Plan/Amended R-1 Ordinance, Donnelly Tract. MCPC review letters for December meeting.

Workshop Items

(ACTIVE)

- a. “Green Building” Ordinance (Reitz, Wynne, Pishock) – Riparian Corridor Conservation Ordinance (Clean Ordinance Copy for next December meeting)
- b. Floodplain Ordinance – Correspondence from MCPC dated 5/28/13 and 5/31/13 and correspondence from Chuck Garner dated 6/3/13 and 6/6/13.
- c. Sketch Plan Ordinance (Wynne, Zern, Reitz) – BOS tabled decision upon their further review.
- d. Revitalization Committee/Traffic Issues/Market Street (Sarker, Wynne, Zern, Reitz)

(INACTIVE)

- e. Lighting

Pottstown Metro Regional Planning Commission Update – Ed Reitz

Mr. Reitz stated that discussions were about future land use for the Comprehensive Plan Update however there was no quorum that evening. A combined November/December meeting is scheduled for Thursday, December 5th, 2013.

Public Comment

No public comment was given.

Planning Agency Discussion – Municipalities Planning Code

Mr. Garner briefly discussed Master Plan Agreements which are used with large tracts of property showing road networks and a specific layout, and different commercial uses. Mr. Garner stated that these agreements are infrequently used however the P/A will see more of these agreements throughout the Rt.100 Corridor/Market Street development process.

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Deadline Dates for Subdivision Submittals:

- I. Danny Jake – Indefinite
- II. Cobblestone Commons – Indefinite
- III. Berwind II
- IV. Danny Jake/Hallowell Cluster – 2/18/14
- V. Quigley Bus Service – 6/15/14
- VI. Wawa – 1/09/2014

A motion was made by Mr. Reitz, seconded by Mr. Wynne to adjourn the meeting at 8:28pm. Zern-Aye, Sarker-Aye, Wynne-Aye, Reitz-Aye, Adams-Aye, Pishock-Aye. Motion passed.

The next Planning Agency Meeting will be held on December 12th, 2013.

Respectfully submitted by,

Marcy Meitzler