



**MEETING MINUTES OF THE
PLANNING COMMISSION OF
LOWER POTTS GROVE TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

June 20, 2011

The Lower Pottsgrove Township Planning Commission held their regularly scheduled meeting on Monday, June 20, 2011. The meeting was called to order by Chair, Frank Cebular, at 6:30 p.m. and the following were in attendance:

Frank Cebular, Chair
Nick Hiriak, Vice Chair
Ronald Dinnocenti

Alyson Elliott, Assistant Manager
Chad Camburn, Township Engineer
Joseph Nixon, MCPC

APPROVAL OF MINUTES

A motion was made by Mr. Hiriak, seconded by Mr. Dinnocenti, and unanimously approved by a 3—0 vote, to approve the minutes of May 16, 2011.

ACCEPTANCE OF NEW APPLICATIONS

A motion was made by Mr. Dinnocenti, seconded by Mr. Hiriak, and unanimously approved by a 3—0 vote to accept the following new applications:

- #2011-03A: Berean Bible Church (2675 East High Street) Amended Site Plan
- #2008-03B: Tri-County Urologic Associates (Sunnybrook C-7), 20 Sunnybrook Road, Amended Site Plan

OLD BUSINESS

(#2009-04F) **Cilluffo Property Holdings, LLC (2209 East High Street)**, *Final Land Development Plan*, proposal to construct a 4,500 square foot one-story building, with a 2,500 square foot restaurant, two 1,000 square foot offices, and 900+/- square foot patio on the 36,281 square foot lot (Parcel ID #420001882902) located at 2209 East High Street in the LCO-Limited Commercial Office District with the SV-Sanatoga Village District Overlay. Preliminary Plan was approved by the Board of Commissioners on October 21, 2010 by Resolution No. 869. [Plans prepared by Ludgate Engineering Corporation, Lincoln Corporate Center, 10 Vanguard Drive, Suite 90, Reading, PA 19606, dated 08-25-2009, last revised 04-06-2011, and consisting of nineteen (19) sheets].

Amee Farrell, the Applicant's attorney; Maria Cilluffo, the applicant's representative; and Thomas Ludgate, the applicant's engineer, represented this application.

Ms. Farrell stated that the applicant has received its planning module approval, an HOP for installing the sewer line in the right-of-way of High Street, and has revised its plan. According to the latest Bursich Associates, review letter, there are a few minor revisions necessary before the plan can be finalized.

Ms. Farrell stated that there is a need to request one more waiver in addition to those requested during the preliminary plan phase. She requested the Planning Commission consider recommending a waiver from §215-18.B.1, which requires a curb depth of 22” to meet PennDOT curb depth requirements of 18”.

Action: A motion was made by Mr. Dinnocenti, seconded by Mr. Hiriak, and unanimously approved by a 3—0 vote, to recommend granting a waiver from §215-18.B.1. of the Township’s Subdivision and Land Development ordinance to permit a curb depth of less than 22’ to meet PennDOT curb depth requirements of 18”.

Action: A motion was made by Mr. Dinnocenti, seconded by Mr. Hiriak, and unanimously approved by a 3—0 vote, to recommend granting approval to the final land development plan of Cilluffo Property Holdings, LLC for 2209 East High Street, subject to the applicant:

- Satisfactorily meeting all outstanding review comments,
- Satisfactorily meeting any conditions not met by Resolution #869 which the approved preliminary plan, and
- Receiving any outstanding third party approvals.

(#2011-02A) **Bassett Industries, Inc. (2119 Sanatoga Station Road)**, *Amended Site Plan*, proposal to amend the 1997 plan for Riverview Corporate Center which was approved by the Board of Commissioners August 4, 1997, to subdivide an 18.992-acre tract into four lots: Lot 1 = 1.589 acres, Lot 2 = 1.662 acres, Lot 3 = 6.579 acres, and Lot 4 = 8.558 acres; and construct an 88,200 square foot industrial building on Lot 4, to be completed in phases. The new proposal calls for an 18,720 square foot addition onto the existing 60,740 square foot building and associated driveway improvements for a total of 79,460 square foot industrial building at 2119 Sanatoga Station Road [Parcel #42-00-04481-00-4, Block 025, Unit 001] in an LI Limited Industrial District [Plans prepared by Gorski Engineering, Inc., 1 Iron Bridge Drive, Collegeville, PA 19426, dated 06-30-2011, and consisting of six (6) sheets].

The applicant’s representatives, David and Bret Milks and the applicant’s engineers, John Reibow and Jerry Gorski, represented this application.

Mr. Reibow made a brief presentation of the project. Mr. Camburn stated that he had reviewed the latest plan submission. While there are a number of outstanding items, he said he believed they are items that can be resolved at the staff level and recommended approval.

Mr. David Milks questioned the requirements for financial security agreements and what value it added to the project when the money only goes to attorneys and engineers. He will not be hiring an attorney to review the agreements and did not think the Township should have its attorney prepare the agreements, either. Mr. Camburn stated that financial security agreements protect both the Township and the applicants and are a standard operating practice for municipalities during the land development process. Ms. Elliott said that the agreements are generally templates that are tailored to the unique circumstances of each individual application and that the Township has designated the Township Solicitor as the point person for these agreements.

Action: A motion was made by Mr. Hiriak, seconded by Mr. Dinnocenti, and unanimously approved by a 3—0 vote, to recommend approval of the amended site plan application of Bassett Industries, Inc., subject to the applicant satisfactorily meeting the outstanding comments of the Township Engineer’s review letter.

NEW BUSINESS

(#2011-03A) **Berean Bible Church (2675 East High Street)**, *Final Land Development Plan*, proposal to amend the Pottstown Youth Centre and Beulah Land Swim Club Grounds Plan which was approved by the Board of Commissioners on February 4, 1985, to construct a 27,142 square foot gymnasium-style building, a baseball field and a soccer field. The new proposal calls for a 10,960 square foot gymnasium, for a total of 40,426 square feet (including 1,211 square foot three-bay garage and 1,203 square foot pavilion on 16.56 acres at 2675 East High Street [Parcel #42-00-04574-20-8, Block 17, Unit 161] in an R-3 Residential District [Plans prepared by Hallman Retirement Neighborhoods, 2461 East High Street, Suite M-12, Pottstown, PA 19464, dated 4-28-2011, and consisting of nine (9) sheets].

The applicant's engineer, John McMenamin, and the applicant's representative, Pastor William Neitz, represented the application.

Mr. McMenamin briefly presented the application, then started discussing the Township Engineer's review letter of June 14, 2011, to understand how the Planning Commission would view some of the more noteworthy points in the review letter.

With regard to the applicant's waiver request from §215-54.C.(1)(a) of the Subdivision and Land Development Ordinance, Mr. McMenamin asked the Planning Commission if the applicant provided surrounding property owners with enough notification with regard to the project. He stated that the applicant had sent a letter dated November 10, 2008, to neighbors of the Church informing them of the project and asking them to comment if they were not satisfied with the current vegetation. Pastor Neitz said they did not receive any responses with regard to the landscaping. In addition to the November 10, 2008, letter, the applicant was also required to receive approval from the Zoning Hearing Board. Each of the neighbors received notification of the project and were given a chance to comment on it. The only comment they received was a concern from one of the neighbors on Skytop Road with regard to drainage. Mr. McMenamin asked the Planning Commission if they would accept these letters as sufficient notice that the neighbors were not dissatisfied with the current buffer. It was a consensus of the Planning Commission that this notification would be sufficient.

Mr. McMenamin requested that the Planning Commission consider granting a waiver from §215-17.D.(11) which requires parking lot aisles to be no less than 25 feet wide. Mr. McMenamin says the current width is 22 feet wide and it has been like that since it was built. Mr. Camburn stated he was concerned that 22 feet is tight, especially since this would be the main parking area for the gym. Mr. Dinnocenti asked if angle parking was considered; however, the Church would probably lose a few spaces. There was discussion about placing bumper blocks on the grass at the edge of the paving along the one side of the parking area to psychologically get vehicles to park more forward, thereby increasing the drive aisle. It was a consensus of the Planning Commission to support the waiver to enable a 22 foot-wide drive aisle, since it was existing, particularly if the applicant can use bumper blocks to encourage vehicles to pull more forward in the parking spaces.

Mr. McMenamin said he would like to request a waiver from §215-35.C.(1) which requires existing features within 400 feet of the site to be shown on a plan. The applicant will provide an aerial photograph.

Mr. McMenamin also asked the Planning Commission for their thoughts on §215-54.D.(1) with regard to site element screens, since the nearest home is approximately 275 feet. Mr. Camburn said he was concerned about the wall pac lights on the buildings, since a similar problem was experienced with the Coventry Christian School project. He suggested that the applicant look into providing shielding on the lights. Applicant agreed to look into this issue further.

Mr. McMenamin sought out the Planning Commission's comments on General Comment #2 on the Bursich letter. He asked whether they would accept less than a landscaped island to separate the parking lot from the Sanatoga Ridge Development driveway. Mr. Camburn suggested that they might want to look into striping the separation. Mr. McMenamin agreed to provide a striping diagram for the next meeting.

Mr. Nixon said his comments with regard to stormwater basin landscaping would be addressed as the stormwater plans come together. He noted that the applicant would be requesting a waiver for parking lot landscaping and suggested the applicant consider porous paving for the reserve parking. He also questioned what process would be required for installing the reserve parking.

Action: No action was taken at this meeting.

(#2008-03B) **Tri-County Urologic Associates, Inc. (Sunnybrook C-7)**, *Amended Site Plan*, proposal to amend the site plan approved by Resolution No. 799 on January 5, 2009, which proposed the development of a two-story 26,000 square foot medical office building and associated improvements, to a one-story 15,178 square foot medical office building and associate improvements on a 2.96 acre lot at 20 Sunnybrook Road [Parcel #42-00-004684-07-1, Block 021E, Unit 158] in the R-4 Residential District with the SV Sanatoga Village District and PMD Planned Mixed Use overlay districts [Plans prepared by Irick Eberhardt & Mientus, Inc., Suite Three, 2771 Geryville Pike, Pennsburg, PA 18073, dated 08-25-2008, last revised 05-24-2011, and consisting of twelve (12) sheets].

The applicant decided to wait until the next meeting to present their application.

GRADING PERMITS

None.

AUTHORITY BUSINESS

None.

PLANNING & ZONING

Pottstown Metropolitan Regional Planning Committee – Ms. Elliott stated that the Pottstown Metropolitan Regional Planning Committee has started work on the Fiscal Impact/Market Analysis Study. They will be spending the summer familiarizing themselves with the area, holding key person interviews, conducting a survey, and otherwise gathering information. In addition, the Committee will holding its June meeting on the 24th at 7 p.m. to discuss the results of the Route 422 Tolling Study. She was asked to extend an invitation to the Planning Commission to attend the meeting if any members were interested in learning more about the Study.

SALDO Planning & Zoning Ordinance Updates – Ms. Elliott said she has been working with Mr. Camburn, the Township Solicitor, and Township Manager to look at the grading ordinance and a few updates to the SALDO that will help make the application process run a bit smoother. It is her plan to have the revisions to the Planning Commission for their review and/or recommendation in July or August. In addition, she and Mr. Nixon have been continuing to work on the Zoning Ordinance rewrite.

There being no other business, the meeting was adjourned at 7:23 p.m.

The next meeting of the Planning Commission is scheduled for ***Monday***, July 18, 2011, at 6:30 p.m.

Respectfully submitted by:

Alyson Elliott, Assistant Manager