

**MINUTES OF THE PLANNING COMMISSION  
UPPER POTTS GROVE TOWNSHIP**

**September 10, 2007**

The regular meeting of the Upper Pottsgrove Planning Commission was held on Monday, September 10, 2007, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Elwood Taylor, Herb Miller, John Bealer and Donald Nice present. Also present were Township Manager Jack Layne, Recording Secretary Michelle Reddick and Township Engineer John Theisen. The meeting was called to order by Chairman Taylor at 6:04 p.m. There were 5 people in the audience.

**ZHB #1-07 RICHARD & PATRICIA MORAN** – Mr. Moran was present to discuss his application. The application is for a special exception to allow a reduced side yard setback for an existing porch that the applicant is proposing to enclose. The required side yard setback is 25 feet and would be reduced to 14.2 feet. A public hearing has been scheduled for Wednesday, October 24, 2007 at 8:00 p.m. Mr. Taylor noted the question tonight is whether the Planning Commission is going to recommend approval to the Zoning Hearing Board allowing the applicant to reduce the side yard setback to 14.2 feet. Mr. Moran advised that the porch already exists and all they are proposing at this point is to enclose the porch. Mr. Taylor explained that since the applicant is now enclosing the porch and pulling a wall closer to the side yard, the side yard setback requirement would not be met. Therefore, a special exception is required to allow the reduced side yard setback.

Mr. Narcowich arrived at the meeting at 6:10 p.m.

Mr. Miller noted that he did walk the property and did not see any significant issues with the proposal. In response to a question from Mr. Miller, Mr. Moran advised that the enclosed porch would not include the well cap.

Mr. Ungerman arrived at the meeting at 6:15 p.m.

In response to a question from Mr. Nice, Mr. Moran advised that the ramp would not go past the edge of the porch. Mr. Miller suggested that this matter be reviewed thoroughly and not approved until all the necessary information is clarified. A motion by Miller, seconded by Nice, to recommend to the Zoning Hearing Board approval of the applicant's request for a special exception. All aye votes.

**#3-04 SWEETWATER SUBDIVISION** – **review extension** – The current extension expires on September 23, 2007. The applicant has requested a 90-day extension. A motion by Ungerman, seconded by Bealer, to recommend to the Board of Commissioners approval of the applicant's request for a 90-day extension from September 24 through December 22, 2007. All aye votes.

**RETAIL OFFICE DISTRICT** – Mr. Narcowich reviewed the changes to the proposed ordinance as discussed at the last meeting. He noted the definition of a build-to-zone has been included. He suggested that Section 1202, By-Right Uses, include apartments as well as single family dwellings. **Diana Updegrave, 1404 Farmington Avenue**, questioned whether it would make a difference to allow apartments by-right or by conditional use. The Planning Commission agreed to permit apartments only above office uses and only by conditional use and also to

**RETAIL OFFICE DISTRICT (cont'd.)** - require a minimum green area. In response to a question from Mr. Narcowich, the Planning Commission agreed that the maximum building size of 15,000 square feet under Section 1205.6 is okay. Mr. Miller suggested that the setback should be greater than 25 feet if residential is next to commercial. Mr. Narcowich advised that language is already included that the property line buffer may be increased based upon the use. **Diana Updegrave, 1404 Farmington Avenue**, suggested increasing the required landscaping between residential use and commercial use. Mr. Narcowich noted the building façade section was moved to the design standards section. Other changes discussed and recommend by the Planning Commission include: (1) changing the requirement in Section 1206.D.1 for the amount of required off-street parking to be located between the front façade of the principal building and the required parking setback from the street ultimate right-of-way from fifty percent (50%) to forty percent (40%); (2) changing the requirement in Section 1206.F.2 for the width of the grass strip to be provided on each side of a sidewalk along a street from 3 feet to 4 feet; (3) removing the section on pedestrian circulation design standards; (4) merging the section on sidewalks with Section 1207.I; (5) changing the language in Section 1206.F.3 so that sidewalks through landscaped areas, medians or parking islands; and crosswalks using differentiated materials for visibility to ensure safety of pedestrians are required rather than encouraged and (6) changing the language in Section 1206.I to include the Township Planning Commission as a committee to review the location of the trash and refuse area. Mr. Narcowich is to come up with additional provisions under lighting facilities. Mr. Narcowich provided a sketch to demonstrate the setbacks for shopping centers. Mr. Narcowich will revise the proposed ordinance as discussed and provide a revised draft for discussion at the next meeting.

**RIPARIAN CORRIDOR ORDINANCE** – Mr. Taylor suggested the Planning Commission review the information provided prior to the next meeting.

**APPROVAL OF MINUTES** – A motion by Miller, seconded by Ungerman, to approved the minutes of August 13, 2007, as amended. All aye votes.

**Diana Updegrave, 1404 Farmington Avenue**, questioned whether the Planning Commission has a problem with the plans being changed prior to going before the Board of Commissioners once they have given a recommendation for final plan approval or do they feel the plans, if changed, should come back before them. Mr. Taylor explained that the Planning Commission works out all the planning issues and then makes a recommendation for approval subject to many conditions. He noted that if some of those conditions are worked out prior to going to the Board of Commissioners for approval, the plans do not have to come back to the Planning Commission. In addition, there are several issues the Board of Commissioners may need to consider that the Planning Commission does not need to consider.

**ADJOURNMENT** – A motion by Miller, seconded by Nice, to adjourn the meeting at 8:40 p.m.

Respectfully submitted,

Michelle L. Reddick  
Recording Secretary