

**MINUTES OF THE PLANNING COMMISSION  
UPPER POTTSBROOK TOWNSHIP**

**March 9, 2009**

The regular meeting of the Upper Pottsgrove Planning Commission was held on Monday, March 9, 2009, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Elwood Taylor, Herb Miller, John Bealer, John Ungerman and Donald Nice present. Also present were County Planner Michael Narcowich, Township Manger Jack Layne and Recording Secretary Michelle Reddick. The meeting was called to order by Chairman Taylor at 6:10 p.m. There were 2 people in the audience.

**APPROVAL OF MINUTES** – A motion by Nice, seconded by Bealer, to approve the minutes of February 9, 2009, as written. All aye votes.

**RETAIL OFFICE DISTRICT** – The Planning Commission reviewed the proposed retail office district ordinance. In response to a question from Mr. Taylor, Mike Narcowich explained that a master plan is prepared by the developer, and the Township sets the ground rules for the plan (i.e., the Township can ask for a traffic study or a certain road configuration). Mr. Narcowich noted that a multiple driveways section was added to the proposed ordinance. The Planning Commission agreed to change the first sentence in the definition for a shopping center to “a development with multiple retail and office uses”. Another changes included deleting Section 350-205.A.6 and to change language in Sections 350-205.A.9 and 350-205.B.8 to state “maximum building height is 35 feet”. Other changes discussed include changing Section 350-208.B to “shopping center regulations” instead of “use regulations”, changing Section 350-208.C to state “maximum building height is 45 feet”, and deleting the paragraph under Section 350-208.C.11. The only other changes include some typographical errors and changing the word “minimum” to “maximum” for the sign height listed on the charts relating to signs in Section 350-138. In response to a question from **Jim Capinski, 1958 Yarnall Road**, Mr. Taylor advised that the height of the building does not need to be adjusted to accommodate hiding the HVAC. Mr. Taylor noted the changes discussed will be made to the proposed ordinance, and a revised proposed ordinance will be discussed at a future meeting.

**ADJOURNMENT** – A motion by Miller, seconded by Nice, to adjourn the meeting at 7:35 p.m. All aye votes.

Respectfully submitted,

Michelle L. Reddick  
Recording Secretary