

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

**December 10, 2012**

The regular meeting of the Upper Pottsgrove Planning Commission was held on Monday, December 10, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Elwood Taylor, Herb Miller, John Bealer, and John Ungerman present. Also present were Township Engineer Pete Eisenbrown, County Planner Michael Narcowich, Township Manager Jack Layne and Recording Secretary Michelle Reddick. The meeting was called to order by Chairman Taylor at 7:04 p.m. There were 7 people in the audience.

**APPROVAL OF MINUTES** – Approval of the October 22, 2012 minutes was postponed due to lack of a quorum of members who were in attendance at that meeting.

**#3-12 HENRY & GRACE BEALER MINOR SUBDIVISION** – Dave Shaner of Shaner & Son Engineering was present to discuss the proposed minor subdivision. He explained the applicant is proposing to subdivide their 4.85 acre parcel which currently has an existing dwelling and an existing driveway into two (2) lots. The applicant will retain a one (1) acre lot which is listed as Lot 2, and the residue property will be sold. Mr. Shaner explained that the applicant will comply with the remaining comments in the Township Engineer's letter dated December 6, 2012, with the exception of the waivers noted and comment number 1 under Subdivision and Land Development which he would like to discuss. After a brief discussion, the Planning Commission agreed the applicant should request a partial waiver to allow contour lines to be shown at vertical intervals of five feet as opposed to the required two feet. Mr. Shaner noted that there would be no development or earthmoving at this time. County Planner Mike Narcowich briefly reviewed his comments which included issues related to water and sewer, buffer requirements, setbacks and plan information. Township Engineer Pete Eisenbrown suggested that he work with the applicant's engineer in regard to comment 13 to provide what will be required at development stage and include this information on Note 7 on the plan. The applicant's engineer agreed to this. A motion by Miller, seconded by Ungerman, to recommend to the Board of Commissioners preliminary/final plan approval subject to compliance with the comments listed in the Township Engineer's letter dated December 6, 2012 with the exception of waivers noted and the comments in the Montgomery County Planning Commission's letter dated December 10, 2012. Aye votes: Miller, Ungerman and Taylor. Abstain: Bealer. Motion carried. A motion by Miller, seconded by Ungerman, to recommend to the Board of Commissioners approval of the waivers as referenced and recommended in the Township Engineer's review letter dated December 6, 2012 with the additional waiver from Section 310.A(2) to allow contour lines to be shown at vertical intervals of five (5) feet subject to the applicant putting the waiver requests in writing. Aye votes: Miller, Ungerman and Taylor. Abstain: Bealer. Motion carried.

**LIBERTY TOWERS** – **Request for Waiver from Land Development** – Attorney Richard Lemanowicz and engineer Brian Seidel were present to discuss this matter. He explained that they had originally received conditional use approval over two years ago, and had also received a waiver from the land development process. He further explained that they then had to resubmit for conditional use due to a change in the access for the cell tower. He noted that the second request for conditional use was approved and all the conditions placed on the conditional use

**LIBERTY TOWERS** – Request for Waiver from Land Development (cont'd.) - approval have been addressed. He further noted that they must now request another waiver from the land development process. He explained that if the waiver is approved, they would agree to still have Township Engineer Pete Eisenbrown review the land development plan, address any concerns he may have, and reimburse the Township for the costs involved with review of the land development plan. Mr. Taylor explained that the prior application for conditional use was a simple extension of an existing driveway, and that both the Board of Commissioners and the Planning Commission agreed to waive the land development since there was no significant land development impact. He further explained, however, that with the change and the change of access, the Board of Commissioners agreed that a land development would be required and made that a condition of the conditional use approval. Mr. Seidel explained that the Board of Commissioners did make it a condition of the first conditional use approval to require a land development; however, the land development was still waived. He noted that it is still minimal impact, and the only change is that they are now adding a driveway for access. In response to a question from Mr. Taylor, Township Engineer Pete Eisenbrown explained that the three changes from the old cell tower plan to the new cell tower plan are as follows: (1) a new driveway versus an existing driveway; (2) the proposed driveway has a much steeper grade; and (3) there may be more storm water impact. In response to a concern expressed by Mr. Miller, Mr. Eisenbrown explained that there is no change to the tower itself; it is what was originally approved as far as the type of tower, the height of tower and the location of the tower. A motion by Ungerman, seconded by Bealer, to recommend to the Board of Commissioners waiver of land development with the condition that the applicant addresses all land development issues raised by the Township Engineer. All aye votes.

**#2-12 CITADEL FEDERAL CREDIT UNION**- Michelle Kenworthy of Citadel Federal Credit Union and Charles Olivo of Stantec Consulting were present to discuss their proposed plan for the construction of a credit union. Mr. Olivo explained that the proposed credit union will be constructed on a 4.42 acre parcel located at the northwest corner of Route 100. He further explained the project is located in both West Pottsgrove in the Planned Retail Center District and Upper Pottsgrove in the Route 100 Commercial Overlay District. The proposed credit union building would be in Upper Pottsgrove and the parking would be in West Pottsgrove. The proposal is for a 3,830 square foot credit union with three (3) drive-thru stations – two tellers and one ATM and a bypass lane. The access to the site would be from Upland Square Drive, and it would be a right in, right out only, and would be blocked from residences on North State Street. The proposed site was designed for storm water to cross Upland Square Drive to a pond in West Pottsgrove Township and would defer to West Pottsgrove's Township Engineer for his review and comments. Mr. Olivo noted that they met with the Montgomery County Conservation District and this property is under the current NPDES permit for the Upland Square Shopping Center. He explained that there are 35 proposed parking spaces with two-way access except in the drive-thru which would only be one-way, and noted he will provide information that parking is adequate. He further noted that a signage package will be provided, and he will be requesting a waiver from having to complete a traffic impact study as there will be minimal use. Mr. Miller expressed concern regarding the proposed impact of Route 100 traffic on the development. Mr. Ungerman noted that the proposed site appears to be twenty feet above

**#2-12 CITADEL FEDERAL CREDIT UNION (cont'd.)** - Route 100 so there may not be an issue. In response to a question from County Planner Mike Narcowich, Mr. Olivo explained that organic mulch is the kind that will not float away if it gets wet. In response to a recommendation by Mr. Narcowich regarding adding fore bays to the basins, Mr. Olivo agreed he would be willing to take a look at that. County Planner Mike Narcowich recommends crosswalks and sidewalks be added to the plan for eventual connection to Upland Square Drive and the adjacent property. Mr. Taylor advised that he would not recommend sidewalks or crosswalks to Upland Square Drive. Mr. Ungerman suggested that the applicant consider cooperating with the developer for the adjacent property for an appropriate connection internally if necessary when the adjacent property is developed. Mr. Narcowich recommends additional screening buffers if the headlights from cars going to the drive-thru area would impact Route 100 south or Upland Square Drive traffic. Mr. Taylor noted that a buffer to the residential use adjacent to this property would be required, but may not be needed due to the change in elevation. Mr. Miller commented the applicant's engineer on the great job on the rain garden. Mr. Olivo noted that he met with the Montgomery County Conservation District, and they were a great help on that. In response to a concern expressed by Mr. Taylor, Mr. Eisenbrown noted that there is a fire gate just east of the proposed driveway for the credit union. County Planner Mike Narcowich noted that this plan would need to go through a regional plan review. Mr. Eisenbrown noted that he spoke with the Township Engineer for West Pottsgrove, and their Planning Commission meets every other month so the plans would be reviewed in January. A motion by Ungerman, seconded by Miller, to recommend to the Board of Commissioners preliminary plan approval subject to compliance with all the conditions in the Township Engineer's letter dated December 7, 2012, and the Montgomery County Planning Commission's letter dated December 7, 2012. All aye votes.

**CU #2-12 MAKEREVITZ CONDITIONAL USE** – Since there were no representatives present, Township Engineer Pete Eisenbrown gave a brief overview of the project. He explained that a subdivision for this property was submitted earlier this year and reviewed under his letter dated July 6, 2012. He further explained that since the applicant is proposing to develop the property under the R-2 Zoning District standards when the property is actually located in the R-1 Zoning District, a conditional use is required. He noted the biggest issue is whether the Township wants to require the applicant to provide proof that the property cannot be developed any other way than under the R-2 Zoning District standards. He also noted that the applicant has requested a waiver from this requirement as part of the subdivision plan. County Planner Mike Narcowich advised that the Township should make certain there is adequate turn around area for a vehicle. A motion by Ungerman, seconded by Miller, to recommend to the Board of Commissioners approval of the conditional use subject to satisfactory completion of all the conditions set for in the Township Engineer's letter dated December 6, 2012 with the exception of having to provide supporting documentation to show the inability of the site to be developed other than under R-2 standards and with the condition that there will be no further subdivision of the property. All aye votes.

**ZONING ORDINANCE AMENDMENTS – Accessory Structures** – A motion by Ungerman, seconded by Bealer, to recommend to the Board of Commissioners approval of the proposed Zoning Ordinance amendments changing certain regulations with respect to accessory structures. All aye votes.

**2013 MEETING SCHEDULE** – After a brief discussion, a motion by Miller, seconded by Bealer, to approved the meeting schedule for 2013 with the meetings being held on the second Monday of each month at 7:00 p.m. with the exception of the months of October and November which would be the second Tuesday of the month due to the second Mondays being holidays.

**ADJOURNMENT** – A motion by Bealer, seconded by Miller, to adjourn the meeting at 8:25 p.m. All aye votes.

Respectfully submitted,

Michelle L. Reddick  
Recording Secretary