

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

November 12, 2013

The regular meeting of the Upper Pottsgrove Planning Commission was held on Tuesday, November 12, 2013, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Elwood Taylor, Herb Miller, John Bealer and William Hewitt 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 7:01 p.m. There were 3 people in the audience.

APPROVAL OF MINUTES – A motion by Hewitt, seconded by Bealer, to approve the minutes of August 12, 2013 as written. All aye votes.

#3-13 1794 GILBERTSVILLE ROAD SUBDIVISION – Mr. Taylor explained that the proposal is a minor subdivision where the Township is purchasing part of the property for open space and an environmental school-based organization will be utilizing the remainder of the property. Ms. Rice explained that the configuration of the lot is so that they could minimize lot area for the existing buildings and still meet the zoning requirements. Mr. Taylor referenced the Township Engineer's review letter, and Ms. Rice indicated that they can comply with all of the items with the exception of those items for which waivers have been requested and the requirement for a conditional use. Mr. Eisenbrown explained that a conditional use is required since standard lotting has been selected as the development option, and the overall tract exceeds five (5) acres. Ms. Rice explained that she feels a conditional use is not necessary since there is no actual building or lotting occurring on the property. Mr. Taylor agreed to look into the requirement for a conditional use due to the unique nature of the property and what we are trying to accomplish. Ms. Rice noted that there are some items to work out with the septic as they are not sure if the existing on-lot septic is functioning, but further noted that they should be able to get a planning exemption since there is no building taking place. In response to a question from Mr. Eisenbrown, Ms. Rice indicated that she believes the existing septic system is located within the boundaries of Lot 1. Mr. Eisenbrown requested that Susan email him the information as to where the existing septic system is located. Mr. Taylor noted that in the event the existing septic system is not located on Lot 1, the issue can be worked out in the agreement we have for use of the two (2) properties. Mr. Taylor referenced general comment number four (4) in the Township Engineer's review letter and agreed the Township should keep control of the small section of ground even though the prior development plans show this area as being annexed to the existing Victor Baptist Church property. The Planning Commission agreed with Mr. Taylor's recommendation, and it was noted the plan should be revised to depict/note same. Mr. Eisenbrown briefly reviewed the waivers requests and is recommending approval. However, he noted that there is only a partial waiver for stone or concrete monuments as the applicant will provide two (2) concrete monuments along the Gilbertsville Road right-of-way at Lot 1, two (2) iron pins along the right-of-way of Mickletz Drive and Grandy Road and seven (7) iron pins along the common property line between Lots 1 and 2 as shown on the plan. A motion by Hewitt, seconded by Bealer, to recommend to the Board of Commissioners approval of the following waivers: (1) a waiver from Section 310-7.D for the requirement to provide an inventory and analysis of all elements; (2) a waiver from Section 310-21.A.(1) for the requirement to provide sidewalks along all roads in residential zoning districts; (3) a waiver from

#3-13 1794 GILBERTSVILLE ROAD SUBDIVISION (cont'd.) - Section 310-21.B.(1) for the requirement to provide concrete curbs along all roads; and (4) a partial waiver from Section 310-35.A for the requirement to provide stone or concrete monuments at the right-of-way lines and metal pins of monuments at all lot corners. All aye votes. A motion by Miller, seconded by Hewitt, to recommend to the Board of Commissioners preliminary/final plan approval of the proposed minor subdivision plan subject to compliance with all the conditions in the Township Engineer's letter dated November 7, 2013 with the exception of the waivers noted and a determination as to whether a conditional use would be required. All aye votes.

ADJOURNMENT – A motion by Hewitt, seconded by Bealer, to adjourn the meeting at 7:31 p.m. All aye votes.

Respectfully submitted,

Michelle L. Reddick
Recording Secretary