

The workshop meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, March 2, 2020, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, Renee Spaide, Martin Schreiber, Cathy Paretti and Dave Waldt present. Also present were Township Manager Michelle Reddick, Police Chief James Fisher and Township Secretary Jeannie DiSante. Solicitor Charles D. Garner, Jr. arrived later in the meeting.

**OPENING COMMENTS** – T. Slinkerd outlined the items on the agenda to be discussed at the meeting.

### **DISCUSSION ITEMS**

**DISCUSS OPEN SPACE PLAN UPDATE** – John Miklos, County Planner reviewed with the Board the Montgomery County Planning Commission's Contract Cost Proposals for January 1, 2020 through December 31, 2022. The Board was given a copy of the contract that just expired at the end of 2019. J. Miklos explained the formula of cost sharing, schedule of fees and charges, what assistance will be provided and the number of meetings to attend.

Prior to the presentation of the Open Space Plan update, M. Reddick explained as part of the approval process the plan must be provided to the County, all contiguous Municipalities and the school district at least 45 days in advance of any scheduled public meeting. Once that is provided the Township would place a public notice in two newspapers at least seven days apart and not less than 7 days prior to the public meeting or greater than 60 days prior to the public meeting. Once the public meeting takes place and the Township has met all the other requirements, then the Board can adopt the plan with a written resolution. So it will be a little while until the Board can adopt this. Tonight can be considered the one public meeting.

J. Miklos explained that this plan is not actually considered a comprehensive plan so it does not fall under the Montgomery County Planning code for all the public notices, dates and requirements. Therefore the Board can adopt it whenever they are ready.

J. Miklos continued with the slideshow presentation of the Open Space Plan Update that has been a work in progress that began four years ago with the Open Space and Recreation Board. The Open Space Plan was adopted in September of 2006, an update of the 1995 Open Space Plan. The Board spent 2 years preparing for the update, then another year of full review of the 2006 plan. Work continued into 2018 with drafts of chapters and during that time the Township completed the five main goals of the 2006 plan. The Board won the Planning Advocate award in recognition of the Township's recent success and legacy of open space planning. Their success in accomplishing the goals helps to render the document obsolete. The expansive parks and open space system, new parks and partnerships and changing land uses present new challenges and opportunities.

As the Township's community planner, J. Miklos provided new recommendations moving forward which largely focus on continued preservation of important landscapes and amenities, filling in gaps in the trails and greenways network and enhancing existing parts with improvements and amenities.

**DISCUSS RFP FOR FARMING OF OPEN SPACE PROPERTIES** - There was discussion concerning putting out an RFP for use of our lands for farming. Also discussed were fees Michael Lane received from Ken Schellenberger, Park Supervisor at Norristown Farm Park, where they lease their land out to farmers at \$150 per acre for tillable land and \$30 for hay.

**DISCUSS UPDATES TO FEE RESOLUTION** – The Board was provided fee schedules from three adjoining municipalities and the current Township fee resolution for review. M. Reddick explained that the only fee that is being changed on the current fee schedule is the charge for the mandated Municipal Code from \$4.00 to \$4.50 which is what the Township has been charging. Also, the Township is adding a fee associated with the sewer payment plan. All delinquent payments go to Portnoff Law offices however, there are a few residents now and again that come to the Township and ask for a payment plan in-house. It has been allowed in the past however, since staff has to track the payments over the months that the plan is in place, we are asking the Board to consider a fee for the administrative payment tracking. Also added in the resolution are right-to-know fees which come directly from the right-to-know Office of the State. Chief Fisher has asked that the amount of the parking violation notices be added to the fee schedule. The Ordinance reads that the PD can charge up to \$20.00 and we are charging that amount therefore, it should be added to the fee schedule. Those are the only the amendments we currently have although it is our plan to review the fee schedule comparing it to others going forward. M. Reddick talked with Paul Labe our building code official and looked at the fees LTL charges for building permits and whether we are in fact recouping the fees that LTL is charging the Township per hour. He told M. Reddick that many municipalities are going from \$0.34/sq. ft. to \$0.40/sq. ft. and up to \$0.42/sq. ft. Recently Paul came back explaining some municipalities are charging a ‘per unit’ rather than an hourly billing and they will be presenting that to the Board for consideration. The Commissioners discussed the revenues from permits and various current permit fees. The recommended changes will be put on the Board’s upcoming agenda

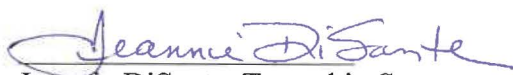
**DISCUSS DEVELOPER PROPOSAL FROM ARTISAN CONSTRUCTION GROUP, LLC** – T. Slinkerd noted Artisan submitted letters and the previously approved resolution with changes added in red. They presented this to our Attorney and M. Reddick in a staff meeting. It appears they are adding from 279 homes to 402 including townhouses in three areas. C. Garner explained this is the applicant modifying the approved resolution. Nothing that the applicant asks or the Board does is going to modify the approval that was given for the 143 single family homes. The substance of the changes to the resolution was to primarily eliminate the condition of the minor subdivision condition 2D. The remaining changes have no bearing on the substantive approval of Phase I of the project. The Commissioners and Attorney discussed the changes and sewer capacity at length. There is no timeline for the Board to reply to this request.

**PUBLIC COMMENTS** - none

**COMMISSIONERS COMMENTS** - none

**ADJOURNMENT** – The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

  
Jeannie DiSante, Township Secretary