

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

JULY 9, 2018

The regular meeting of the Upper Pottsgrove Planning Commission was held on Monday, July 9, 2018, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Elwood Taylor, John Bealer, John Ungerman, William Hewitt and Greg Churach present. Also present were Township Manager Carol Lewis, Planning and Zoning Administrator Michelle Reddick, Township Engineer Pete Eisenbrown and County Planner Lauren VanDyk. The meeting was called to order by Chairman Taylor at 7:00 p.m.

APPROVAL OF MINUTES – Motion by J. Bealer, second by W. Hewitt and unanimously carried to approve the minutes of June 11, 2018, as written.

SPROGEL'S RUN SUBDIVISION – PHASE 2 FINAL PLAN REVIEW – P. Eisenbrown reviewed his letter dated July 5, 2018. He noted a temporary cul-de-sac was to be constructed that impacted Lot 40, which is located in Phase 2; however, given the timing of the phases on the project, it appears that a temporary cul-de-sac may not be required to be constructed. He further noted the relocation of Cross Road would be required as part of Phase 2; however, given the timing of the adjoining development, the majority of the construction related to the realignment has been completed. He suggested the township solicitor provide input on these two (2) matters, and as needed, notations be added to the Phase 2 plan to avoid any confusion. P. Eisenbrown is suggesting the township fire chief review the location of the fire hydrants and the flow estimates even though they are the same as was shown on the preliminary plan. He also suggested the trail location needs to be determined, and the timing of construction of the trail segments should be discussed and ultimately noted on the plans. He noted a storm water operation and maintenance agreement covering all storm water controls and best management practices that are to be privately owned will need to be signed by the applicant. He further noted there needs to be a determination as to whether a review by the County will be required. County Planner Lauren VanDyk advised a County review would only be required if there is any substantial change to the site plan. P. Eisenbrown also noted the township solicitor should verify the existing HOA documents that were filed for Phase 1 include the necessary language for Phase 2. C. Lewis agreed to consult with the township solicitor regarding a County review and the HOA documents. R. Mingey advised he would continue to work with the township on the timing and construction of the trail. E. Taylor noted the Open Space and Recreation Board and Board of Commissioners did review and approve the trail. In response to a question from G. Churach, E. Taylor advised item two (2) under the settlement agreement had to do with zoning and allowing a set of standards that are different from the underlying zoning. P. Eisenbrown explained the density was increased. In response to another question from G. Churach, P. Eisenbrown advised the ordinance requires the roadway width to be 30 feet. G. Churach expressed concern that the roadway width is only 29.6 feet. P. Eisenbrown explained parking is only allowed on one (1) side of the road, and there are two (2) satellite parking lots required. In response to a question from J. Bealer, Rich Mingey advised the storm water facilities would be owned by the homeowners association. Motion by J. Ungerman, second by W. Hewitt and unanimously approved to recommend to the Board of Commissioners final plan approval for Phase 2 subject to satisfactory completion of all the items outlined in the township engineer's review letter dated July 5, 2018.

PARKING STANDARDS AMENDMENT – The Planning Commission briefly reviewed a memo from County Planner Lauren VanDyk concerning off-street parking requirements for retail and financial institution uses. J. Bealer advised he originally thought the number of

parking spaces required based on gross floor area was the way to go, but now agrees the number of parking spaces required based on net floor area is a better way to go. He further noted he believes if an applicant needs more parking spaces, they will provide them. In response to a question from E. Taylor, L. VanDyk advised the proposed parking standards would not apply to a restaurant. In response to a question from G. Churach, L. VanDyk advised the zoning code does not define a retail store. G. Churach advised he wants to make sure we do not make the requirements too lenient or cause problems with not requiring enough parking. J. Ungerman noted he is in favor of changing the standards but not based on a current tenant at a particular location. He also noted he agrees it should be based on usable space rather than customer space. Motion by W. Hewitt, second by J. Bealer and unanimously approved to recommend to the Board of Commissioners an amendment to Section 350-142.A to change the required number of parking spaces for retail use to one (1) space per 250 square feet of floor area that is used, or intended to be used, for servicing customers (net floor area). The Planning Commission also reviewed parking standards for bank and financial institutions. E. Taylor noted he believes an amendment to reduce the size of the parking spaces should be considered. Motion by W. Hewitt, second by J. Ungerman and unanimously carried to recommend to the Board of Commissioners an amendment to Section 310-20.C(7) to reduce the size of parking spaces to 9 feet by 18 feet. The Planning Commission agreed to review all parking standards. They also agreed to hold off on sending the parking standards amendments recommended at tonight's meeting to the Board of Commissioners until such time as they review all the parking standards.

ADJOURNMENT – Motion by J. Ungerman, second by W. Hewitt and unanimously carried to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Michelle L. Reddick
Planning & Zoning Administrator