

**MINUTES OF THE
EAST COVENTRY TOWNSHIP PLANNING COMMISSION MEETING
WEDNESDAY, JUNE 21, 2017 AT 7:00 PM
(Approved 7/19/2017)**

Mr. Woessner called the meeting to order at 7:00 pm and the pledge of allegiance to the flag was recited. Members present were Mr. Walt Woessner, Lance Parson, Paul Lacon and Larry Tietjen. Also present was Marjorie Brown, Township Solicitor; Brady Flaharty, ARRO Consulting and Rick Tralies. Absent was Kathryn Alexis.

Minutes

Mr. Woessner stated corrections are required to the March 15, 2017 meeting minutes. Mr. Woessner stated Mrs. Alexis' name is misspelled in the minutes. Mr. Woessner made a motion to approve the March 15, 2017 meeting minutes with the inclusion of the spelling of Mrs. Alexis' name. Mr. Parson seconded the motion. All members voted aye and the motion was approved 3-0-1. Mr. Tietjen abstained.

Citizens Comments

There were not any citizens in attendance.

Subdivision and Land Development

Discussion of revised Whispering Woods Final Subdivision Plan

Mr. Ben Goldthorpe and Mr. Tom Dredge presented the Whispering Woods Final Subdivision Plan. Mr. Goldthorpe stated the Whispering Woods project is being sold to Cal Atlantic Homes, a company that was merged between Ryan Homes and Standard Pacific.

Mr. Goldthorpe stated Cal Atlantic Homes would like to use Belgian block curbing instead of concrete. Mr. Flaharty discussed conditions to waiver for Belgian Block. A discussion ensued on the maintenance of Belgian block.

Mr. Goldthorpe stated he is looking for a recommendation of the final plan approval. Mr. Woessner reviewed his comments. The following comments were discussed:

Plan Set:

- Sheet 12 – Discussed “Stone Screening” for the “Multipurpose path”.
- Sheet 13 – Active Open Space shown as 0.454 acres. Needs to be shown as 0.5 acres.
- Sheet 16 – Phasing Plan – Phasing Plan identified 38 dwelling units compared to the Declaration identifying 28 dwelling units. A discussion ensued. Change “Phasing” to “Sequencing.” Changing Declaration to match Sequencing Plan to show 38 dwelling units for paving. Developer will file Declaration amendment in order to add the additional units (from 28 to 38). Mr. Goldthorpe stated they will have the first section of the road and two basing in before construction is started. A discussion ensued to include the parking spaces, which include 16 offsite and 13 parking spaces in the common parking area as part of the first sequence.”
- Sheet 23 – Driveway slopes – two shown with a 5% slope instead of 4%. Mr. Goldthorpe stated they will fix and show all slopes as 4%.
- Sheet 31 – A discussion of Basins and Swales. Mr. Goldthorpe stated the basins will be constructed according to “Grading” plan.

Declaration

- Page 15 – Safe weight limit for deck is up to the owner to determine the safe limit for the deck.
- Page 22 – Snow removal – Snow removal should be added prior to dedication. Also, clarify the spelling of Wil-be or Wilbe Drive. Both spellings shown in document.

- Page 23 – Top soil from cleaning basins. Top soil to be removed must be disposed of off-site, not disposed of in landscaped areas outside of steep slopes. A discussion ensued. Need modification to plan, declaration and open space management plan to state HOA is responsible to have sediment from basins disposed of off-site.
- Page 36 – “Subdividing Any Unit or the Common Facilities” – Mr. Goldthorpe stated that is standard language for mortgage lenders. Mortgage lenders like to see this language. A discussion ensued.

MOTION ON REQUESTED WAIVERS: Mrs. Brown read the following motion:

1. SALDO §416.5 – Curbs

Motion to recommend the Board of Supervisors APPROVE the Applicant’s request for a waiver from SALDO §416.5 requiring that curbs be constructed of monolithic concrete to permit the curbs to be constructed of Belgian Block as an alternate, on the conditions set forth in the Township Engineer’s waiver request review letter dated June 14, 2017. (Conditions stated below). Approved (with the below stated conditions) 4-0-0.

2. Standard Construction Improvement Specifications §5.2.D – Curbs

Motion to recommend the Board of Supervisors APPROVE the Applicant’s request for a waiver from Chapter 21, Part 3, Exhibit 21-3-A, §5.2. D requiring that curbs be constructed of monolithic concrete to permit the curbs to be constructed of Belgian Block as an alternate, on the conditions set forth in the Township Engineer’s waiver request review letter dated June 14, 2017. Approved (with the below stated conditions) 4-0-0.

Conditions: (i) the detail attached to the Applicant engineer’s June 12, 2017 waiver request letter shall be added to the Final Plans as an alternate, except that eight inch (8”) reveal shall be provided; (ii) a note shall be added to the detail stating that either concrete curb or Belgian Block curb shall be utilized during construction, but not both; (iii) the improvements cost estimate provided by the Applicant’s engineer shall be based upon the use of Belgian Block curb, even if concrete curb is ultimately utilized during construction; (iv) a note shall be added to the Plans stating that if the developer chooses to install Belgian Block curb, the developer shall provide one (1) pallet of spare Belgian Blocks to the Township for the Township’s use; and (v) the cost for the Belgian Block pallet shall be included as an independent line item on the Applicant engineer’s improvements cost estimate.

MOTION ON PLAN APPROVAL: Mrs. Brown read the following motion:

Motion to recommend the Board of Supervisors approve the Final Subdivision and Land Development Plan for Whispering Woods prepared by Langan Engineering & Environmental Services dated November 26, 2014, last revised May 12, 2017 and submitted by Real Pro Enterprises, LP for the property with frontage on Spiece Road, Old Schuylkill Road, and Ellis Woods Road, in accordance with the draft Resolution as presented to this Planning Commission, with the following changes:

- Revise the Plans to require that macadam paving be installed for the entire walking trail.
- Change the title of Plan Sheet CS-105 (page 16) from “Phasing Plan” to “Sequencing Plan” and change the references from Phase 1 Phase 2 to “Sequence 1” and “Sequence 2”.
- Revise the Sequencing Plan and add a Note to Plan Sheet CE-503 in the Sequence of Construction Schedule to require that the following improvements be included as part of the first sequence of construction: (i) a minimum of 16 off-site parking spaces plus a minimum of 13 parking spaces in the common parking area, to include base paving and temporary striping; and

- (ii) the extension of Wil-Be Drive in a southerly direction up to and including the access area for entry into the common parking area.
- d. Revise Plan Sheet CG-401, BMP Maintenance Plan Notes, third paragraph, first sentence, to state that sediment removed from BMPs shall be disposed of off-site in accordance with all applicable legal requirements.
- e. Revise the Open Space Management Plan and Paragraph 10.2.4.A of the Declaration of Planned Community to state that sediment removed from BMPs shall be disposed of off-site in accordance with all applicable legal requirements.
- f. Revise Note 15 on Plan Sheets CB-101 and CB-102 to require, in addition to Unit Owner and Township approval, the prior written approval of holders of first mortgages on units for any subdivision, encumbrance, sale or transfer of any Common Facilities so as to be consistent with Paragraph 14.4 of the Declaration of Planned Community.
- g. Revise the shading on Plan Sheet CS-105 to show that Basin A shall be installed as part of Sequence 1.

Mr. Woessner made a motion to approve the Whispering Woods Final Subdivision Plan with the conditions stated. Mr. Parsons seconded the motion. The Motion was approved with a 4-0-0 vote.

Mr. Goldthorpe stated they will be making the appropriate changes and would like to be on the Board of Supervisors meeting for July 10, 2017. Mr. Goldthorpe is hoping they will be done with the project by August 10, 2017.

Additional Items to be Brought before the Commission

Discussion of proposed Ordinance Re: Definition of Private Streets and Driveways

Mrs. Brown provided background on why the Planning Commission is discussing the proposed draft ordinance. Mrs. Brown stated the Township needs to move quickly on this Ordinance. A discussion ensued. Mrs. Brown read the following motion:

Motion to recommend the Board of Supervisors schedule a public hearing on and adopt the draft Ordinance amending the definitions of “Private Driveway” and “Private Street” in the East Coventry Township Zoning and Subdivision and Land Development Ordinances in the form of the draft Ordinance presented to this Planning Commission, with the following change:

- a. Remove “whether paved or unpaved” from the definition for private driveway.

Mr. Parsons made a motion to approve the amendment to the definitions of “Private Street” and “Private Driveway” in the Township Zoning and Subdivision and Land Development Ordinances. Mr. Tietjen seconded the motion. The motion was approved with a 4-0-0 vote.

Discussion of proposed Sign Ordinance

Mrs. Brown provided background on the Sign Ordinance. Mrs. Brown stated she is using a Model Ordinance from the Montgomery County Planning Commission.

Mr. Tralies suggested the Planning Commission think about how they want the Township to look in fifteen (15) years and put those requirements for signs in the ordinance now. Mr. Tralies gave an example of a Wawa sign – would the Township want monument signs or high tower signs.

Mrs. Brown reviewed the proposed ordinance. A discussion ensued. Mrs. Brown made a proposal that the Planning Commission members review page by page and provide comments to Mrs. Brown on all the Definitions in the next two (2) weeks. Mr. Woessner stated that North Coventry was in the process or approving a sign ordinance. Mrs. Brown stated she will get a copy of the North Coventry Sign Ordinance. Mrs. Brown will also see what Zoning District the Norco Fire Company is in and see what kind of sign they have at their facility. Mrs. Brown stated the Planning Commission will discuss this ordinance at their July 19, 2017 meeting.

New Subdivision Submittal

Mrs. Imes stated the Township received a new Subdivision submittal, but the applicant did not provide 24" x 36" plans. Mr. Woessner asked to see what the applicant provided. After reviewing the plans submitted, Mr. Woessner stated the applicant will need to provide the correct sign for the plans in order for the application to be reviewed. Mrs. Imes stated she contact the applicant and let them know they need to submit 24" x 36" sets of plans in order for the application to proceed.

Northern Federation Update

No update to report.

Historical Commission Update

Mr. Tietjen stated the applicant for the Cell Tower on Bethel Church Road performed the Balloon Test with the Historical Commission. Mr. Tietjen stated the test went very well. Mr. Tietjen stated the Historical Commission has no problem with the Cell Tower going in on Bethel Church Road.

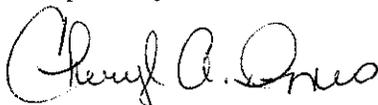
Pottstown Metropolitan Regional Planning Commission Update

No update to report.

Adjournment

Mr. Tietjen made a motion to adjourn the meeting. Mr. Lacon seconded the motion. The motion was approved with a 4-0-0 vote and the meeting ended at 10:05 pm.

Respectfully submitted,



Cheryl A. Imes
Secretary