

**MINUTES OF THE  
EAST COVENTRY TOWNSHIP PLANNING COMMISSION  
MEETING HELD JANUARY 11, 2024**  
*(Approved February 08, 2024)*

The Planning Commission held its regular meeting on Thursday, January 11, 2024. Present for the meeting were Larry Tietjen, Vice Chair; Lance Parson; Paul Lacon; Jason Stouch; and Meaghan Wright. Also present were Karen Cumens, Assistant Township Secretary; Mark Hosterman, Township Solicitor; Brady Flaherty, Township Engineer; Rick Tralies, Township Planner; and John Yurick, Transportation Engineer.

Mr. Tietjen called the meeting to order at 7:00 p.m. and the pledge was recited.

**1. PLANNING COMMISSION CHAIR AND VICE CHAIR FOR 2024**

**A. Consideration of Electing the Planning Commission Chair.**

Mr. Parson made a motion to elect Mr. Tietjen as the Planning Commission Chair. Mr. Lacon seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

**B. Consideration of Electing the Planning Commission Vice Chair.**

Mr. Tietjen made a motion to elect Mr. Parson as the Planning Commission Vice Chair. Mr. Stouch seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

**2. MINUTES**

**A. Consideration of Approval of the December 20, 2023 Regular Meeting Minutes.**

Mr. Tietjen suggested the following edit: removal of the remainder of the last sentence following "Mr. Tietjen" and insertion of the words "would like the Board of Supervisors to be advised that the Regional Comprehensive Plan is being updated in the 2024 session." under the Pottstown Metropolitan Regional Planning Committee Update on page two.

Mr. Parson made a motion to accept the December 20, 2023 Regular Meeting Minutes with the changes as noted. Mr. Tietjen seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

**3. PROJECT REVIEWS**

**A. Consideration of Waivers for Final Subdivision and Land Development Application (23-2000) for 2099 New Schuylkill Road; 200, 225, and 375 Fricks Lock; and 520 Sanatoga Road – Village at Fricks Lock.**

Jaqueline Erixson, Applicant, advised that the changes and waivers discussed with the Planning Commission on December 20, 2023 had been incorporated into the new plan. Mr. Hosterman presented the following waivers for the Planning Commission's consideration:

Waiver of Subdivision and Land Development Ordinance Section 9-131.1 and Chapter 21 Exhibit 21-3-A (Section 8.3.C) – Basin Slopes: Mr. Parson made a motion to recommend the Board of Supervisors approve the Applicant's request for a waiver from Subdivision and Land Development Ordinance Section 9-131.1 and Chapter 21 Exhibit 21-3-A (Section 8.3.C) to allow basin numbers 5, 10 and 11 to have an earthen embankment slope of 3:1, where basin embankment slopes are required to be 4:1, with the condition that basin numbers 5, 10 and 11 shall have fencing adequate to the Board of Supervisors. Mr. Lacon seconded the motion. Mr. Tietjen called for a vote and the motion was passed 5-0-0.

Waiver of Subdivision and Land Development Ordinance Section 9-152.7 – Final Occupancy Permit: Mr. Parson made a motion to recommend the Board of Supervisors approve the Applicant's request for a waiver from Subdivision and Land Development Ordinance Section 9-152.7 to allow issuance of a final certificate of occupancy prior to approval of the stormwater as-built plan, where a final certificate of occupancy is issued after the final as-built plans have been accepted by the Township Engineer is required, with the condition that certificates of occupancy shall only be issued: (i) where the Township Engineer certifies that the continued construction of the Development will not interfere with the health, safety, use and enjoyment of such dwelling units by residents; (ii) when the unit and all required improvements supporting such dwelling are certified as complete by the Township Engineer and sufficient, in the sole opinion of the Fire Marshal, to enable emergency services to access such units including all roads necessary for ingress and egress to the said structure have been completed to an extent which will permit suitable/stable access for emergency vehicle and all other laws, rules or regulations regarding such structure have been complied with; and (iii) when provisions satisfactory to the Township Engineer have been made (including but not limited to seeding or sodding, if appropriate) to prevent erosion, and the runoff of rain water, melting snow, etc., from being discharged onto adjacent tracts or onto the street or pavement and to prevent such runoff from coming on to said lot, from other lots or other portions of the Development including streets and pavement. Mr. Stouch seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

Waiver of Subdivision and Land Development Ordinance Section 22-406.7 – Street Width and Alignment Improvements: Mr. Tietjen made a motion to recommend the Board of Supervisors approve the Applicant's request for a waiver from Subdivision and Land Development Ordinance Section 22-406.7 to allow the Applicant to not widen the northern side of Fricks Lock Road east of station 17+50 or provide an escrow therefor, where the improvement of an existing street of improper width or alignment thereof is required, provided that the Applicant offer the area necessary to widen the northern side of Fricks Lock Road regardless of whether the Township accepts the offer of dedication of the open space area abutting the same. Mr. Stouch seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

Waiver of Subdivision and Land Development Ordinance Sections 22-403.4 and 22-418 – Pedestrian Improvements: Mr. Lacon made a motion to recommend the Board of Supervisors approve the Applicant's request for a partial waiver from Subdivision and Land Development Ordinance Sections 22-403.4 and 22-418 to not offer to install pedestrian improvements along Sanatoga Road, where the installation of improvements is required along existing streets provided that the Plans depict a pedestrian access trail from

the Development to Sanatoga Road adjacent to the proposed pump station, with the addition of pedestrian warning signate acceptable to the Township Traffic Engineer. Ms. Wright seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

Waiver of Subdivision and Land Development Ordinance Sections 22-403.5 and 22-418 – Sidewalk Easements: Mr. Parson made a motion to recommend the Board of Supervisors approve the Applicant's request for a waiver from Subdivision and Land Development Ordinance Sections 22-403.5 and 22-418 to provide sidewalks located outside of the public rights-of-way, where installation of sidewalks in rights-of-way is required (i) provided that the language of the blanket easement is amended to be satisfactory to the Township Solicitor in order to provide Township inspection, access and correction as well as public access thereto; and (ii) provided that the sidewalks located outside of the public rights-of-way are instead located in open space and do not encroach on private lots. Mr. Stouch seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

#### 4. PUBLIC COMMENT

None brought before the Planning Commission.

#### 5. ADDITIONAL ITEMS

A. Receive a Presentation from the Township Engineer on His Role in the Subdivision and Land Development Plan Review Process.

Mr. Flaharty presented this item.

No action was taken by the Commission.

B. Receive an Update on the Historical Commission.

Mr. Tietjen commented that Heather Peterman had been appointed to the Historical Commission, and the Historic Commission requested that Mrs. Subick provide a letter to the Township Manager requesting that Mr. Hosterman attend the next meeting.

No action was taken by the Commission.

C. Receive an Update on the Pottstown Metropolitan Regional Planning Committee.

No update was provided as no meeting took place in December.

#### 6. ADJOURNMENT

Mr. Parson made a motion to adjourn the meeting at 8:37 p.m. Mr. Tietjen seconded the motion. Mr. Tietjen called for a vote and the motion passed 5-0-0.

Respectfully submitted,



Karen E. Cumens,  
Assistant Township Secretary