

MINUTES OF THE
EAST COVENTRY TOWNSHIP PLANNING COMMISSION
MEETING HELD ON NOVEMBER 18, 2015
(Approved January 20, 2016)

The Planning Commission held their monthly meeting on Wednesday, November 18, 2015. Present for the meeting were Walter Woessner, Kathryn Alexis, Lance Parson and Lawrence Tietjen. Absent for the meeting was Jason McConnell. Also present for the meeting was Marjorie Brown, Planning Commission Solicitor, Brady Flaharty, Township Engineer and Rick Tralies, Township Planner.

Also present was Mariea Geho, Vice Chair of the Board of Supervisors.

Mr. Woessner called the meeting to order at 7:10 p.m. and the pledge was recited.

Mrs. Brown stated an executive session was held at 6:45 pm immediately preceding this meeting to discuss two (2) matters of potential litigation.

MINUTES

Mr. Woessner asked if the October meeting minutes were available for approval. Mrs. Imes stated they were not available. The October meeting minutes would be completed and added to the December meeting agenda for approval.

CITIZEN COMMENTS

There were no citizen comments.

SUBDIVISION AND LAND DEVELOPMENT

Consideration of review of the East Coventry Elementary School Preliminary Plan

Mr. David L. Allebach, Jr., of Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor for Owen J Roberts School District stated there was a meeting with Township Staff on Monday, November 16, 2015. The Township wants to work with Owen J. Roberts School District. Mr. Allebach discussed some of the outstanding items discussed at the meeting with Township staff.

Emergency Access - After discussion with Township Staff, the School District will be creating an emergency loop drive from the existing building and tying into the loop road at the proposed building. Mr. Woessner asked Mr. Roger Kolb if that handles the concern of the Ridge Fire Company. Mr. Kolb stated that the Fire Company is satisfied with the modification. Mr. Flaharty asked if there will be an easement? Mr. Houtman stated there will be an easement on the existing school parcel and the School District will guarantee maintenance of it. Mr. Woessner stated he made a suggestion to have the buses use the Emergency Access from the existing school to the new school. Mr. Allenbach stated the Architect does not want to utilize the Emergency Access for buses. Mr. Ray Kolb stated the Emergency Access would work for the new and old school. Mr. Ray Kolb stated the Emergency Access should only be used for Emergency Access.

Existing Elementary School Update - Mr. Allebach stated there is a non-conforming use for the Existing Elementary School parcel. However, he does not believe a Special Exception Variance was granted for the existing Elementary School property. Once the School District vacates the existing Elementary School property, the non-conforming use will be abandoned.

Fire Hydrants - Mr. Allebach asked if there were questions with the Fire Hydrants. Mr. Ray Kolb stated there were no questions on the fire hydrants.

Crosswalks - Mr. Frank Montgomery, Traffic Planning & Design, stated the original plan was to not put in a flashing zone "School Zone" due to no walkers from E Cedarville Road area. After discussions with Staff, they will be putting up the flashing signage on East Cedarville Road as 15 mph, which will be activated during school times and not activated after school hours. Mr. Montgomery stated this design will be included in the HOP permit submitted to PennDOT and the Township Engineer for approval.

Mr. Woessner discussed the Traffic Impact for the new school. Mr. Woessner asked how many more students the District believes will be attending the new school. Ms. Jaclin Krumrine stated the School District is not sure. The District is looking to redistrict, but the process is not completed yet. Mr. Woessner stated according to the Mercury the current school has the capacity to hold 650 students. Ms. Krumrine stated that is correct. Mr. Woessner asked why the School District is building a new school if both schools will have a capacity of 650 students. Ms. Krumrine stated the District was originally going to renovate the existing school, but it was cheaper to build a new school. Mr. Parson asked what is the maximum student capacity for the new school. A discussion ensued about the proposed redistricting and the maximum number of students the new school could accommodate. Ms. Krumrine stated there are four construction options being considered by the School District to reduce the attendance by 100 students. Mr. Tietjen stated if he is understanding Ms. Krumrine correctly, the basis of design is to have 650 students, but there is the availability to add 4 more classrooms. Ms. Krumrine stated that was correct.

Township Traffic Engineer - McMahon Transportation Engineers & Planners Review Letter Review:

- Item #3 - East Cedarville Road and Sanatoga Road all-way stop. Mr. Montgomery stated the applicant will comply with the all-way stop request.
- Item #4 - Site distance will be shown on the plans with the tree removed.
- Item #6 - Discussed under the Emergency Access discussion.
- Item #7 - Left and right turn lanes on East Cedarville Road. After discussions with PennDOT and the Township Traffic Engineer, does not appear the installation of these lanes are required. Mr. Montgomery stated they can do some widening at the driveway to accommodate the busses turning into the school.

Mr. Allebach suggested Mr. Montgomery discuss the road widening. Mr. Montgomery stated the ordinance requires various front end roads with access to this site to be widened at some point or another. Mr. Montgomery is recommending that the roads do not need to be widened. Mr. Montgomery is not sure what PennDOT will recommend since they are not at that stage of the process. Mr. Montgomery recommended to the District that a monetary donation be placed towards a regional plan as a match for future grant submittals for curb and sidewalks along East Cedarville Road and Old Schuylkill Road. This is just a consideration proposed to the Planning Commission. Mr. Montgomery stated a crosswalk was suggested to be installed at the intersection of Buckwalter Road and East Cedarville Road. The School District will look at putting the crosswalk in, but want to look at the numbers.

Mr. Allebach stated there was a discussion pertaining to sidewalks and site considerations along East Cedarville Road. Mr. Houtman stated the District is looking to place a macadam walkway/pathway along East Cedarville Road on top of the bank, if the road widening is waived. The paths would be available for future connections of paths on the property. Mr. Woessner asked if the road is widened, would the bank still be there. Mr. Houtman stated they would pull the bank back away from the road. Mr. Houtman stated they will put a walk along the access drive

to East Cedarville Road. The path to the ball fields will be extended to the Coventry Glen development, but improvements on the Coventry Glen property would have to be done by Coventry Glen HOA. There will also be a path to Pheasant Run Road. Mr. Allebach stated they want to make those paths a pervious surface. Mr. Flaharty stated they must make the paths ADA compliant. Mr. Montgomery stated it is not easy to make the paths ADA compliant. Ms. Brown stated the Township would need to follow the recommendations of the Township's ADA Consultant as to ADA compliance and materials that must be used. Mr. Trailies stated that ADA compliance does not necessary mean it has to be asphalt. It could be packed cinders. Mr. Allebach stated the paths around the school would be accessible during non-school hours only. Signs would be posted on the pathways stating the requirement.

- Mr. Allebach stated the School District Landscaping Consultant has been meeting with the Township's Landscape Consultant and they are getting close to an agreement. Mr. Woessner asked if the quantity of foliage will stay the same. Ms. Krumrine stated yes, the foliage will stay the same. Mr. Woessner stated he took a drive through North Coventry school grounds to look at landscaping. It looks good. Mr. Houtman stated there are more than 400 trees going in.
- Mr. Montgomery wanted to bring 2 issues to the Planning Commission's attention. The first issue is drainage. Mr. Montgomery stated they are still working on the issue because the land does not perk. The second issue is the boulevard. They would like to scale back to a more normal entrance since the access road is being installed.
- Mr. Allebach asked if it is possible to have the consultants work on the waivers for the road conditions. Mr. Flaharty stated he deferred the issues to McMahon Associates, since the road is a state road.
- Mr. Allebach asked if it is possible to go to the Board of Supervisors on some of the waivers. They are looking on getting some type of reading on the waivers. A discussion ensued. Mrs. Brown asked when they would have revised plans ready. It is really too tight to have a discussion at the December Planning Commission meeting.
- Mr. Woessner discussed the plan sizes. Mr. Houtman stated going smaller will produce more pages and a smaller scale.
- Mr. Woessner stated Section 304.3.B requires that the cover sheet be relabeled sheet 1 and that a minimum font size of 10 be used on the plans. Mr. Houtman will re-label and check the size of the font.
- Mr. Flaharty wanted to discuss item #41 in the ARRO Consulting review letter. There could be a possible increase in the number of EDU's required for the new school due to the number of student capacity. Mr. Houtman asked if they should just plan for maximum occupancy. Mr. Flaharty stated they should.

Mr. Woessner asked Mr. Trailies if he had anything else to discuss. Mr. Trailies stated as long as everything holds true to the items discussed in the meeting with Staff on Monday, November 16, 2015, he has no additional comments.

Mr. Parson stated the only concern he has is the location of the trail on the embankment and how close to the embankment is the road. Concern is safety for the students rolling or falling off the embankment into the road. Mr. Montgomery stated there will be 5 to 10 feet between the embankment and the road.

Consideration of review of revised Whispering Woods Preliminary Plan

Mr. Ben Goldthorp and Mr. Tom Dredge were present to review the revised Preliminary Plan for the Whispering Woods Development. Mr. Goldthorp stated there are only a couple of items left on the

review letters. There are a couple of waivers to be reviewed and Mr. Goldthorp is hoping to receive the Planning Commissions Preliminary Approval at tonight's meeting.

Waiver list and decisions.

Motions on Waiver Requests

1. SALDO §304.3.A(16) - Identify location and dimensions of all trees of 8" DBH or greater

MOTION to recommend the Board of Supervisors **APPROVE** the Applicant's request for a partial waiver from SALDO §304.3.A(16), which requires that the Applicant identify the location and dimensions of all trees of 8" DBH or greater, to allow the Applicant to not identify trees of eight inches (8") DBH or greater in the portion of the property on the west side of the stream, with the condition that the Applicant be required to fell any dead trees or trees encroaching upon the adjacent properties in the area of the single-family residents at the southwest corner of the property and that the homeowners association be responsible for the future removal of dead or fallen trees.

Motion made by Mr. Woessner, seconded by Mrs. Alexis. Approved (4-0-0)

2. SALDO §403.1.B - General Lot Design Standards

MOTION to recommend the Board of Supervisors **APPROVE** the Applicant's request for a waiver from the general lot design standards in SALDO §403.1.B to allow the following lots to meet the right-of-way at angles other than right angles or radial to curves: Lots 20, 45, 50, 51, 52, 56, 57, 62, 63, 64, 68 and 74 with the condition that the Applicant be required to show the minimum standard being requested for the affected lots in the table on Sheet No. 14 of the Preliminary Plans.

Motion made by Mrs. Alexis, seconded by Mr. Parson. Approved (4-0-0)

3. SALDO §427.4.B - Illumination Standards

MOTION to recommend the Board of Supervisors **APPROVE** the Applicant's request for a waiver from SALDO §427.4.B to provide 0.4 footcandle average rather than a 0.4 minimum, with a minimum lighting intensity of 0.0 footcandles, with the conditions that the lighting be provided in conformance with drawing No. EX-1 prepared by Langan Engineering dated November 26, 2014, last revised October 28, 2015 and presented to the Planning Commission at this meeting.

Motion made by Mrs. Alexis, seconded by Mr. Woessner. Approved (4-0-0)

4. SALDO §428.8.C.2 - Street Trees

MOTION to recommend the Board of Supervisors **APPROVE** the Applicant's request for a waiver from SALDO §428.8.C.2, which requires that street trees be planted not less than 40 feet nor more than 60 feet apart, to allow the Applicant to provide for the spacing of street trees at a minimum distance of 25 feet and a maximum distance of 112 feet.

Motion made by Mr. Woessner, seconded by Mr. Parson. Approved (4-0-0)

5. SALDO §429.2.D(2)(d) - Community Trail

MOTION to recommend the Board of Supervisors **APPROVE** the Applicant's request for a waiver from SALDO §429.2.D(2)(d) to modify the slope requirements for community trails, with approximately 25% exceeding 4.65%, but with no slopes greater than 8% with the condition that

landing areas in conformance with ADA guidelines be incorporated into trail design in the 8% slope areas.

MOTION made by Mrs. Alexis, seconded by Mr. Tietjen. Approved (4-0-0)

6. SALDO §428.9 - Landscaping, Screening and Buffering for Tract Boundary

MOTION to recommend the Board of Supervisors **APPROVE** the Applicant's request for a waiver from the tract boundary landscape requirements of SALDO §428.9 to permit the Applicant to not install boundary landscaping along the length of the existing tract boundaries adjoining the PECO parcel (2,725 linear feet).

MOTION made by Mrs. Alexis, seconded by Mr. Parson. Approved (3-1-0) (Mr. Woessner voted no.)

Mrs. Alexis asked why the tot lot was moved farther away from the community. Mrs. Nocella stated at the time, the Parks, Recreation & Conservation Committee were thinking of getting a basketball court, gaga court and tennis court. But after finding out they would not be getting all the items they were looking for, it was suggested to move the tot lot near the field. A discussion ensued. The outcome of the discussion was to locate the tot lot near the Townhomes.

Mr. Woessner discussed the following items:

- Telephone Poles along Ellis Woods Road - Mr. Woessner stated the poles need to be moved to the Ultimate Right-of-Way.
- Survey information - Mr. Woessner asked the applicant where they acquired the coordinates on the plan for their parcel and the adjacent parcel. A discussion ensued. The outcome of the discussion was to add the Deed and State Survey coordinates on the plan.
- Signage for Open Space - Mr. Woessner stated there is no detail shown for the signage for the Open Space. Mrs. Nocella stated the Parks, Recreation & Conservation Committee requested bird boxes and signs. Mr. Goldthorp stated Mr. Woessner is looking for specifics. Mr. Woessner stated there is nothing on the drawing to cover this.
- Agreement with PECO - Mr. Woessner asked if the applicant received the agreement with PECO. Mr. Goldthorp stated the agreement has been submitted to PECO, but they have not heard anything back from PECO.
- Fence around tot lot - Mr. Woessner asked if the applicant will be placing a fence around the tot lot. Mr. Goldthorp stated they can place a fence around the tot lot. Mrs. Nocella stated there is no reason to have a fence since the tot lot is not near a parking lot.
- Sidewalk on PECO Property - Mr. Woessner asked if sidewalks will be placed on the PECO Property. Mr. Engelhardt stated he did grade this area on the plan but he did not detail the section. Mr. Engelhardt stated he will show the details in this section.
- Detention Basin Fence Detail - Mr. Woessner stated the fence for the Detention Basin needs to be shown on the outside of the split rail fence.
- 300 ft Riparian Buffer - Mr. Woessner asked why the applicant placed a 300 ft Riparian buffer on the plan. Mr. Engelhardt stated DEP requested the buffer be shown on the plan.
- Landscape Plan Buffering - Mr. Woessner stated there is not buffering by the corner unit (Unit #33). Mr. Goldthorp stated they will place some buffering there.
- Directional Arrows - Mr. Woessner stated the directional arrows are incorrect on Sheet 18. Mr. Engelhardt will correct the directional arrow issues on the final plan.

Ms. Brown stated the proposed motion for the Preliminary Plan Application for Whispering Woods as follows:

MOTION to recommend the Board of Supervisors approve the Applicant's fifth submission application for Preliminary Plan approval, subject to the following conditions:

- 1. That the Applicant add signage to the final plans satisfactory to the Board of Supervisors;**
- 2. That the Applicant corrects the directional arrow references on the final plans;**
- 3. That the Applicant install fence wiring on the outside of the storm water basin fences;**
- 4. That the Applicant install buffer landscaping that conforms to SALDO §428 on the east side of Unit 33;**
- 5. That the Applicant relocates and installs the proposed tot lot on the northern tract behind the townhomes rather than on the southern tract;**
- 6. That the Applicant relocates the two (2) existing utility poles situated along Ellis Woods Road, as necessary, to comply with the requirements of the SALDO;**
- 7. That the Applicant satisfactorily address all outstanding comments set forth in the Planning Commission Chairman's review memorandum dated 150911, last revised 151117;**
- 8. That the Applicant satisfactorily address all outstanding comments set forth in the Township Engineer's review letters dated November 11, 2015 and November 17, 2015;**
- 9. That the Applicant satisfactorily address all outstanding comments set forth in the Township Planner's review memorandum dated November 13, 2015;**
- 10. That the Applicant satisfactorily address all outstanding comments set forth in the Township Traffic Engineer's review letter dated November 12, 2015; and**
- 11. That the Applicant satisfactorily address all outstanding comments set forth in the Township Solicitor's review letter dated November 16, 2015.**

Ms. Brown discussed the following items in the Solicitor's review letter dated November 16, 2015

- Item #4 - The Planning Commission may want to make recommendations regarding the proposed signage for the walking path to state "No Motor Vehicles" and signage pertaining to the plantings.
- Item #9 - Additional field survey work must be completed and confirm with the Township Engineer that the tract still meets the open space requirements for the Open Space Option.
- Item #13 - The Open Space Management Plan is to be recorded immediately following the Record Plans. The Open Space Plan needs to be in recordable form and contain signature lines.

Mr. Parson made a motion to approve the fifth submission of the Preliminary Subdivision and Land Development Plan for Whispering Woods. Mrs. Alexis seconded the motion. The motion carried with a 4-0-0 vote.

ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE COMMISSION

Transmission Pipeline - Model Ordinance

Ms. Brown presented the background for the Transmission Pipeline - Model Ordinance. Model ordinances and ordinance provisions were prepared by the Municipal Research and Services Center, issued in September, 2014 and tailored for use in Pennsylvania. The adoption of the ordinances may be appropriate as a precautionary measure in case installation of a pipeline is proposed in the future. There are four (4) difference model ordinances to review as follows:

1. Surface Land Uses Affiliated with Transmission Pipelines
2. Plan Submission, Buffering & Setback from Transmission Pipelines
3. Street Opening Model Ordinance
4. Recommended Comprehensive Plan Language

The Planning Commission is being asked to discuss whether the Township should (1) adopt one or more of the model ordinances, (2) adopt some selected provisions from the model ordinance, or (3) take no action at this time. A discussion ensued.

Mr. Flaharty stated if the Township creates a Surface Land Uses Affiliated with Transmission Pipeline Ordinance, a cross reference should be made to the Stormwater Management Ordinance. Ms. Brown stated she will need to amend the Zoning Ordinance as well.

Ms. Brown stated if the Township creates a Plan Submission, Buffering & Setback from Transmission Pipelines Ordinance, she will need to amend the SALDO.

Mr. Flaharty stated if the Township creates a Street Opening Model Ordinance, a reference should be made to Chapter 21, Part 3, Standard Construction and Material Specifications for Public Improvements.

Ms. Brown suggested the Township not review the Recommended Comprehensive Plan Language at this time. It was suggested to wait until the review of the next Comprehensive Plan.

Ms. Brown will propose language for a Surface Land Uses Affiliated with Transmission Pipeline Ordinance, language for a Plan Submission, Buffering & Setback from Transmission Pipelines Ordinance and language for a Street Opening Model Ordinance.

General Comment

Mr. Woessner discussed the Consultants review letter timing for future Subdivision and Land Development projects. The Consultants need to distribute their review letters sooner. The review letters are distributed too late for the Planning Commission members to review them.

According to the SALDO, any Subdivision or Land Development is to be submitted at least 21 days prior to the scheduled monthly meeting. The Consultants are to review and provide their comments 14 days prior to the scheduled monthly meeting. The Solicitor is to review and provide their comments 7 days prior to the scheduled monthly meeting. The Planning Commission members are to be able to pick up their packets the Wednesday before the scheduled monthly meeting. The current process does not allow the Planning Commission members enough time. Ms. Brown agreed to review the relevant SALDO language and prepare a timeline for distribution to the Township consultants responsible for undertaking reviews.

Meeting Updates

Northern Federation Update

Mrs. Alexis stated the Northern Federation was discussing the reorganization.

Historical Commission Update

Mr. Tietjen had no update.

Pottstown Metropolitan Regional Planning Committee Updates

Mr. Woessner had no update.

ADJOURNMENT

Mr. Parson moved to adjourn the monthly meeting at 9:55 p.m. Mrs. Alexis seconded the motion. The motion carried with a 4-0-0 vote.

Respectfully submitted,

Cheryl A Imes
Secretary