



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 7, 2017

BOARD MEMBERS PRESENT: William Patterson, Chairman
Richard Kratz, Vice-Chairman
Dean Becker, Member
Janet Heacock, Member
Gordon MacElhenney, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Kevin Conrad, Township Engineer
John Moran Jr., Code Enforcement/Zoning Officer
Shawn Motsavage, Road Master

PUBLIC HEARING: Prior to the March Board of Supervisors meeting, the Board held a public hearing on a Wireless Communication Facilities Ordinance, Ordinance No. 230. Kenneth Picardi conducted the public hearing. Cecile Daniel reviewed for the Board and the public the essential features of the new Wireless Communication Facilities Ordinance. After review of the proposed Ordinance No. 230, the Board considered the Ordinance for adoption. Dean Becker made a motion seconded by Janet Heacock to adopt Ordinance No. 230 – Perkiomen Township Wireless Communication Facilities Ordinance. An Ordinance amending Chapter 310 of the Zoning Ordinance; providing for the repeal of Section 310-60 and providing for the replacement of those provisions with a new Article 25 of Chapter 310. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Following the public hearing, William Patterson called the March 7, 2017 meeting of the Perkiomen Township Board of Supervisors to order at 7:15 p.m. in the Perkiomen Township Administration Building. Mr. Patterson informed the public that the Board held an Executive Session on March 3, 2017 to discuss real estate matters.

MINUTES: The minutes of the February 7, 2017 Board of Supervisors meeting were approved upon motion of Richard Kratz and seconded by Dean Becker. There were no public comments on the motion. The motion was carried by a vote of 5-0.

CORRESPONDENCE: Cecile Daniel informed the Board that she received the regular monthly reports as of this meeting date.

PUBLIC COMMENTS: There were no public comments.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

OLD/NEW BUSINESS:

1. Iron Bridge Corporate Center: John Riebow from Gorski Engineering was before the Board to review a proposed land development plan for Lot #9 in Phase 2 of the Iron Bridge Corporate Center. This land development plan is being proposed for a company known as Salter Spiral Stairs. Mr. Riebow explained that Salter Spiral Stairs already exists in the Iron Bridge Corporate Center, but is looking to expand their operation. Mr. Riebow reviewed the proposed land development plan with the Board and public. Ms. Daniel informed the Board that the Planning Commission reviewed this land development plan at their February meeting. At that meeting, the Planning Commission recommended that Board approve the proposed land development plan with conditions and waivers. Ms. Daniel indicated that those conditions and waivers are set forth in Resolution 2017-11. After review of the proposed land development plan and Resolution 2017-11, Richard Kratz made a motion seconded by Dean Becker to approve Resolution 2017-11 as follows:

Iron Bridge Corporate Center Phase 2 (Lot #9):

COMPLIANCE WITH ZONING ORDINANCE

1. In the Zoning Data area of the plan, the following changes shall be made:
 - A. It is noted as 60% Maximum Impervious Coverage. The zoning ordinance limits a Maximum Impervious Coverage to 70% (§310-71.C.2). Change the 60% to 70% on the plan and placing an asterisk (*) next to the two (2) locations in the Zoning Data to see Item #7 of the General Notes. The site is limited to the 60% maximum impervious coverage allowance or the property owner shall comply with the Perkiomen Township Storm Water Management Ordinance.
 - B. In Off Street Parking Requirements, Sheet C-1 and Sheet C-2 shall be corrected to read as follows:
 - a. Building footprint: 17,500 s.f.
 - b. Total building area: 20,500 s.f.
 - c. Office lower level: 5,500 s.f. ÷ 300 = 19 spaces
 - d. Office upper level: 3,000 s.f. ÷ 300 = 10 spaces
 - e. Warehouse: 12,000 s.f. ÷ 1,500 = 8 spaces
 - f. Total spaces required: 37
 - g. Total spaces provided: 56

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

2. The area on the plan labeled Trash shall be a covered container, minimum of 15 ft. from the property line, and be shielded from direct view of an adjacent property with a Wall or Fence, 6 ft. in height in accordance with §310.72.B; Service.

COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

1. An Improvements Agreement and guarantee will be required, Section 264-16.A - Performance Guarantee. This Agreement and guarantee shall cover the following improvements: stormwater and erosion and sediment control facilities; wearing course paving; landscaping; and, lighting.
2. The following required items shall be shown on the plan:
 - a. Indication the site is in Perkiomen Township, Section 264-20.D(2).
 - b. Upon finalization of the plan, the seal of the responsible professional, Section 264-21.A(3).
 - c. Cartway width of G.P. Clement Drive, Section 264-21.A(12).

COMPLIANCE WITH STORMWATER ORDINANCE

1. The applicant shall provide the Township with evidence of E&S and NPDES approval from the Montgomery County Conservation District, Sections 247-21.A and 247-21.C.
2. In accordance with Section 247-35 – Maintenance Agreement for Privately Owned Stormwater Facilities - a Stormwater Maintenance Agreement shall be executed between the Applicant and the Township. The Agreement shall be subject to review and recommendation of approval by both the Township Engineer and Township Solicitor before being approved by the Township. This Agreement shall be recorded in Montgomery County Recorder of Deeds with the Final Plan.

GENERAL COMMENTS

1. Approval shall be required from The Printer's Printer, Inc. for the proposed drainage easement.
2. The review certificate shall reference the Township Planning Commission rather than Planning Board.
3. The plan shall clearly indicate all existing features to be removed or relocated.
4. In accordance with Perkiomen Township Municipal Authority Standards, The Grinder Pump Package shall be by Hydromatic Pumps, Inc. through J. T. Seeley.
5. The plan shall show the detail for the Pressure Lateral to Gravity Sewer connection (PTMA Detail S-S-26) including locations of the isolation valve and valve box as well as the cleanout assembly.
6. The applicant's engineer shall provide detailed calculations for the sizing of the pump as well as the sanitary sewer lateral pipe sizes.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

7. Additional information shall be provided relative to the PaDEP Sewage Facilities Planning Module Application, as follows:
 - a. Documentation of the flow projections.
 - b. Capacity approval documentation from Lower Perkiomen Valley Regional Sewer Authority for treatment.
 - c. Capacity approval documentation from Perkiomen Township Municipal Authority for conveyance.
 - d. Filling out item 6 of the mailer correctly (there is no extension proposed; the NPDES Permit # is needed)
8. Note 2 on sheet 1 contains a typo for the lot number. This shall be corrected
9. Notes 4 and 8 on sheet 1 shall reference the Perkiomen Township Municipal Authority.
10. Lighting Standards. A proposed lighting standard at the northern-most part of the parking lot appears to conflict with a proposed tree. Either the tree or the light standard shall be relocated.

WAIVERS (All approved waivers shall be added to the Preliminary/Final Subdivision Plan)

1. A waiver of Section 264-20.A, Drawing Scale, is granted to allow the plan to be drawn at a scale of 1" = 30 feet.
2. A waiver of Section 264-21.A.(10), Documenting Features, is granted. The applicant is not required to show significant man-made or natural features 150 feet beyond property line

LANDSCAPING WAIVERS

1. The following waivers or partial waivers have been granted:
 - a. Section 264.36.B, Street Trees. Street Trees are required along all existing streets which abut a proposed land development. The applicant has proposed three (3) street trees, but five (5) street trees are required. A partial waiver is granted. In place of adding the two (2) additional street trees, the applicant shall provide shrubs along the front of the building.
 - b. Section 264-36.D, Buffer plantings at property lines. A partial waiver is granted such that property line buffers are not required where the adjacent properties are zoned Industrial, plantings are proposed only at the passenger vehicle parking area, as typical throughout the remainder of the industrial park. The existing buffer along the north side of the property, where this property abuts the residential properties, shall be maintained. A note shall be added on the Record/Land Development Plan stating that "Perkiomen Township retains the right to require additional buffering along the external property line where this property abuts the residential properties on the north side. The decision to add

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

buffering shall be based upon the recommendation of the Township Engineer and/or MCPC, after the site has been developed and shall be installed prior to the issuance of a Use & Occupancy Permit for this land development.”

- c. Section 264-36.E, Parking lot screening. A partial waiver is hereby granted for the parking lot screening given that most of the adjacent properties are zoned industrial. Plantings are proposed only at the passenger vehicle parking area. Canopy trees shall be planted in the passenger vehicle parking areas and along the lot street frontage, as is typical throughout the remainder of the industrial park.
- d. Section 264-36.E.2(e), Curbing is required for all parking lot planting islands. A waiver is hereby granted. Curbing along the proposed planting islands shall not be required as there is no curbing around the planting islands throughout the remainder of the industrial park.

There were no public comments on the motion. The motion was carried by a vote of 5-0.

- 2. MS4 – Update to Development of Pollution Reduction Plan (PRP): Kevin Conrad updated the Board on the progress in preparing the Pollution Reduction Plan (PRP) that is a part of the renewal of the Township’s NPDES Permit for the MS4 Program. Mr. Conrad presented a storm sewer map showing the four watersheds that were shaded in green. These 4 areas were Tributary 01187; Tributary 01165; Tributary 01163 – Landis Creek; and School House Run. These 4 areas have been designated by the PADEP as being impaired due to sediment. Under the PRP, the sediment impairment must be reduced by 10%. Mr. Conrad indicated that these 4 areas have the following sediment loads: School House Run: 74 tons/year (44% of total); Tributary 01162 – Landis Creek: 49 tons/year (29% of total); Tributary 01165: 31 tons/year (19% of total); and Tributary 01187: 13.5 tons/year (8% of total) for a total 167.5 tons/year. When the Township’s NPDES Permit renews in March 2018, the Township will have five years to reduce the 167.5 tons by 10% or 16.75 tons. To prepare the PRP, Spotts, Stevens and McCoy, Inc. (SSM) is looking to modify four storm water basins within the School House Run Watershed. Three of these basins would be in the Perkiomen Greene Development and the fourth would be in the Cranberry Development. The Township owns the three basins in the Perkiomen Greene Development, but the basin located in Cranberry is owned by the Cranberry Homeowners Association. With modifying these four basins, SSM estimates the Township could reduce the sediment in the School House Run by 9% or 6.7 tons. This still leaves a needed reduction of 10.25 more tons of sediment that would need to be removed from the 4 watersheds. In addition to these modifications, Mr. Conrad explained that the Township could use other Best Management Practices (BMPs) such as: removing impervious surface; infiltration; riparian buffer restoration; green channel (swales) modifications including

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

infiltration; inlet filters or hydrodynamic separators; and street sweeping to reduce the remaining 10.25 tons of sediment. In anticipation of moving toward modifying these basins, the Township submitted a Letter of Intent to the Schuylkill River Heritage Fund for a grant to help defray some of the expense. Ryan Beltz of the Perkiomen Watershed Conservancy was present at this meeting. Mr. Beltz indicated that the Watershed was willing to provide some assistance. Mr. Conrad informed the Board that by July of this year the Township must determine how this 10% reduction in the sediment load will be achieved and how it will be funded so that SSM can move forward in preparing the PRP.

3. **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 23 through April 26, 2017 in Hershey, PA. Unfortunately, no one can attend this convention this year due to schedule conflicts.

SOLICITOR’S REPORT: Solicitor Picardi had no additional items to report beyond those items to be discussed as part of the agenda.

PUBLIC SAFETY REPORTS:

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for February 2017.
- **TRAPPE AMBULANCE** – No report for this month.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – Report was received for February 2017.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** John Moran Jr. submitted the report of the Fire Company.
- **FIRE MARSHAL’S REPORT:** John Moran, Sr. submitted to the Board the Fire Marshal’s Report dated March 1, 2017 for activities taking place during the month of February.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated March 1, 2017 for activities taking place during the month of February.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted to the Board his Code Enforcement Report dated March 1, 2017 for activities taking place during the month of February.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

In addition to his report, Mr. Moran informed the Board that he reviewed Act 16 of 2016 which allows for the growing, processing and dispensing of Medical Marijuana. Act 16 establishes Grower/Processors Operations and Dispensary Operations for Medical Marijuana as authorized uses. Mr. Moran reviewed how the Township's zoning would apply to these two uses. Dean Becker also informed the Board and public that the topic of Medical Marijuana was discussed at the recent meeting of the Central Perkiomen Valley Regional Planning Commission. Both Mr. Moran and Mr. Becker indicated that Act 16 divides the Commonwealth into six regions. Montgomery County is in Region 1 and is made up of eight counties. Act 16 provides for only a certain number of Growers and Dispensaries within each region. Based upon these restrictions, the numbers of Growers and Dispensaries will be limited. It is projected that there would only be two dispensaries permitted in Montgomery County. The PA Department of Health oversees the implementation of Act 16. The PA Department of Health is in the process of accepting applications for Grower/Processors and Dispensaries Permits. Mr. Moran informed the Board that he received a request from an attorney representing a client who was interested in purchasing 360 Gravel Pike and installing a Medical Marijuana Dispensary at that location. Mr. Moran and Solicitor Picardi reviewed this request along with the requirements of Act 16 and the Township Zoning Ordinance. It was the opinion of Mr. Moran that, under the present Zoning Ordinance, a Medical Marijuana Dispensary would be permitted at 360 Gravel Pike. Mr. Moran and Solicitor Picardi will prepare a response letter that will be forwarded to the attorney.

Last, Mr. Moran informed the Board that he has begun working with Code Inspections on some Property Maintenance Code issues.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission Meeting held its regular meeting on February 21, 2017. At that meeting, the Planning Commission reviewed the land development plan being proposed by Gorski Engineering for Salter Spiral Stairs and discussed the draft Wireless Communication Facility Ordinance and recommendation to the Board in anticipation of the public hearing on this draft Ordinance.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Richard Kratz informed the Board that there were no new matters discussed at the February LPVRS meeting.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

ENGINEERS REPORT: Kevin Conrad reported on the following:

1. 2017 Projects: Mr. Conrad informed the Board that, with the decisions made at the February Meeting, the following Notice to Awards were issues to the following contractors: 2017 Road Project: Reid Paving Contractors, Inc.; 2017 Highway/Pedestrian Access Projects: H&K Group; and Haldeman Road Project: Ply-mar Construction Co., Inc. Each of the contractors are in the process of submitting the appropriate paperwork to the Township for review. It is anticipated that these projects would begin in April 2017. With that timeline, Mr. Conrad is requesting consideration by the Board to execute the three contracts subject to the review of the documents by the Township Engineer and Township Solicitor. The Board had no issue with Mr. Conrad's recommendation and Janet Heacock made a motion seconded by Richard Kratz authorizing the appropriate Township Officials to execute the construction contracts for the following: 2017 Road Project (Reid Paving Contractors, Inc.); 2017 Highway/Pedestrian Access Projects (H&K Group); and Haldeman Road Project (Ply-mar Construction Co., Inc.) subject to the review and approval of the documents by the Township Solicitor and Township Engineer. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. Hazard Mitigation and Demolition Project: Mr. Conrad informed the Board that the Notice of Award was sent to BRB Contractors for the Hazard Mitigation and Demolition of Structures at 202 Gravel Pike. All the documents for this project were submitted to the Township for review and found to be acceptable. Mr. Conrad is recommending that the Board approve the demolition contract with BRB Contractors. With the recommendation of Mr. Conrad, Dean Becker made a motion second by Richard Kratz to approve the demolition contract with BRB Contractors for the Hazard Mitigation and Demolition of Structures at 202 Gravel Pike and authorize the appropriate Township Officials to execute the contract. There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Lodal Creek Park: Mr. Conrad informed the Board that the Township received five bids for the Lodal Creek Park Pedestrian Path and Parking Lot Project. The lowest bid was from GoreCon, Inc. of Doylestown, PA. The bid was reviewed and compared against SSM's cost estimate. Mr. Conrad explained that the bid pricing was generally in agreement with the cost estimate except the cost of the ADA handrail. The handrail was designed to meet the ADA regulations. The handrail is required on both sides of the entire walkway to meet ADA requirements; therefore, the handrails cannot be eliminated from the project. SSM will work with the contractor during the construction of the project to explore ways to see if the cost for the handrails can be reduced. It is not recommended that this project be rebid because rebidding will not reduce the cost of the project. Mr. Conrad is recommending that the Board consider awarding the contract to GoreCon, Inc. in the amount of

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

\$95,802.00. Dean Becker made a motion, seconded by Richard Kratz, to award the Lodal Creek Park Pedestrian Path and Parking Lot Project to GoreCon, Inc. of Doylestown, PA in the amount of \$95,802.00. There were no public comments on the motion. The motion was carried by a vote of 5-0. John Moran Jr. explained that this project will require a construction permit for the construction of the ADA walkway and handrail unless the Board waives the permit requirement. Janet Heacock made a motion seconded by Dean Becker to waive the required construction permit for the installation of the ADA walkway and handrail. The contractor will still be required to complete the associated paperwork for the file. There were no public comments on the motion. The motion was carried by a vote of 5-0.

MANAGER'S REPORT: Cecile Daniel reported on the following:

1. Collegetown-Trappe Joint Public Works: At the February meeting, Ms. Daniel presented to the Board a draft of the Escrow Agreement between CTJPW and Perkiomen Township on the installation of a water line in Betcher Road. This agreement was sent to CTJPW for consideration upon reviewed by the Township staff. Joseph Hastings of CTJPW contacted Ms. Daniel and informed her that the CTJPW Board approved the Escrow Agreement at their meeting. The same agreement is now before the Board for consideration. It was explained by Ms. Daniel that this water line needs to be installed prior to the overlay being completed in Betcher Road as part of the 2017 Road Project. Janet Heacock made a motion seconded by Richard Kratz to approve the Escrow Agreement between CTJPW and Perkiomen Township on the installation of the water line in Betcher Road. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. Derr Request: Stuart Derr owns a property located at 634 Church road. This property abuts a smaller piece of property also owned by Mr. Derr. According to the property records, this small piece of property is 3,137 square feet. Mr. Derr asked if the Township was interested in taking ownership of this small piece of property. Since Mr. Derr owns the abutting piece of property, the Board questioned why the two properties could not be consolidated into one parcel. Janet Heacock made a motion, seconded by Dean Becker, to inform Mr. Derr that the Township is not interested in owning this small piece of property and recommends that he consider consolidating the two parcels into one.

RECEIPTS AND EXPENDITURES: The treasurer reviewed the receipts and expenditures for the month of February. After review of same, Richard Kratz made a motion, seconded by Dean Becker, to authorize payment of the February bills. There were no public comments on the motion. The motion was passed by a vote of 5-0.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2017**

SUPERVISORS COMMENTS:

Both Janet Heacock and Dean Becker thanked the Planning Commission for their hard work of developing a new Wireless Telecommunication Facilities Ordinance for the Township. William Patterson reminded everyone that Perkiomen Township Community Day is Scheduled for June 3, 2017.

There being no further business, the meeting was adjourned upon a motion made by Richard Kratz and seconded by Dean Becker.