



**POTTSTOWN BOROUGH COUNCIL AGENDA**  
**Council Meeting Room Borough Hall, 3rd Floor**  
**100 East High Street**  
**Pottstown, PA 19464**

**January 14, 2019**  
**7:00 p.m.**

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. APPROVAL OF MINUTES

Documents:

[Council-minutes-2018-12-10.pdf](#)

6. COMMENTS FROM CITIZENS PRESENT
7. SUBCOMMITTEE REPORTS
  - a. Finance & Administration (President Weand)
8. COMMITTEE REPORTS
  - a. PDIDA (Sheila Dugan)
  - b. COG (Councilor Kulp)
  - c. EAC (Jim Derr)
  - d. Regional Planning (Councilor Procsal)
  - e. Blighted Property Review Committee (Councilor Procsal)
9. UNFINISHED BUSINESS
10. NEW BUSINESS
  - a. Possible motion to grant request of the 1432 East High Street Associates, LLC for a waiver of the formal Land Development process for property located 1432 East High Street and proceed with the issuance of a building permit application in compliance with all Borough ordinances

Documents:

[1432 E High - Cedarville PrelimFinal Plan Review Letter.pdf](#)  
[1432 Renderings 01-10-19.pdf](#)  
[1432 E High - 18-62 - Response Letter - 2019-01-11.pdf](#)

- b. Possible motion to grant the following waiver requests from the Subdivision and Land Development Ordinance for the 1432 East High Street Plan:

Documents:

[1432 E High - 18-62 - Waiver Request Letter - 2019-01-11.pdf](#)

- c. Motion to grant preliminary/final approval of the Creative Health/Long Term Structures Residence Subdivision Plan, 71 Robinson Street, subject to satisfying the following conditions within 90 days:
- i. Compliance with the Cedarville Engineering letter of November 21, 2018
  - ii. Compliance with the Montgomery County Planning Commission letter of December 14, 2018
  - iii. Voluntary contribution of a fee in lieu of open space in an amount satisfactory to the Borough
  - iv. Reduction in parking spaces to approximately 20
  - v. Voluntary contribution of \$35,000 towards construction and installation of traffic light
  - vi. Preparation and execution of a Developer's Agreement in a form acceptable to the Borough
  - vii. Payment in full of all Borough review fees
- d. Motion to grant the following waiver requests from the Subdivision and Land Development Ordinance for the Creative Health/Long Term Structured Residence Subdivision Plan:
- i. Section 22 - 400.3.A & A402.1 & A402.2 – showing existing physical features and topography on property within 100 feet of site
  - ii. Section 22 – A404.21 – requirement of Stormwater runoff calculation for entire site
  - iii. Section 22 - A505 - requirement of fee in lieu of open space
- e. Motion to grant preliminary/final approval of the Burger King Land Development Plan, 1515 East High Street, subject to satisfying the following conditions within 90 days:
- i. Compliance with the Cedarville letter of December 13,

2018

- ii. Compliance with the Montgomery County Planning Commission letter of December 17, 2018
  - iii. Voluntary contribution of \$500 per tree in lieu of six (6) trees
  - iv. Substitution of proposed honey locust trees with london planetrees
  - v. Preparation and execution of a Developer's Agreement in a form acceptable to the Borough
  - vi. Payment in full of all Borough review fees
- f. Motion to grant the following waiver requests from the Subdivision and Land Development Ordinance for the Burger King Land Development Plan, as set forth in the Bohler Engineering letter of December 19, 2018:

Documents:

[Burger King - Bohler 12-19-18.pdf](#)

- i. Section 22 - 202 - requirement of formal application procedure
  - ii. Section 22 - 400.5.A - Certificates and Assurances - To omit submission of "Phase One" Environmental Site Assessment
  - iii. Section 22 - 505 - requirement to install street trees
  - iv. Section 22 - A402 - Identification of features (off site)
  - v. Section 22 - A404.21 - requirement of stormwater calculations
  - vi. Section 22 - A505 - requirement for dedication of fee in lieu of open space
  - vii. Section 22 - 400.3.A - showing existing physical features and topography on property within 100 feet of site
  - viii. Section 22 - A528.7 - minimum curb requirements in parking areas
  - ix. Section 25 - 104.3.B - Trees Closer than 10 feet to overhead wires
  - x. Section 22 - A512.D - Light pole requirements
  - xi. Section 22 - A512.E - Light level requirements
- g. Motion to adopt the 2019 Pottstown Area Rapid Transit Inc., Drug & Alcohol Program/Policy

- h. Motion to adopt a Resolution approving the Keystone Employment & Economic Plan (KEEP), namely the Specific Plan dated May 23, 2018

Documents:

[KEEP Specific Plan.pdf](#)

- i. Motion to award bids for Class I Towing Licenses (two) to Mann's Towing & Road Service, 235 West High Street, Pottstown and Sanatoga Auto Body, 14 South Sanatoga Road, Sanatoga, for the period of January 1, 2019 through December 31, 2020
- j. Motion to authorize the Solicitor to prepare and advertise a public hearing for the proposed Zoning Ordinance amendments relevant to minor plan submission reviews
- k. Motion to grant request of the Pottstown Bike Race to conduct its Bike Race on July 21, 2019, resulting in the closing of portions of High Street, Mt. Vernon, North Roland, Chestnut, Beech and Rosedale Drive from 9:00 a.m. – 7:00 p.m., subject to approval of the Police and Fire Departments
- l. Motion to grant request of the Pottstown Parks & Recreation Foundation to conduct its 5K Race on July 4, 2019, resulting in the closing of portions of Beech, Price, High, Hanover, Chestnut and Grant Streets from 8:00 a.m. -10:00 a.m., subject to approval of the Police and Fire Departments
- m. Possible motion regarding the request of H & R Block, 19 North Hanover Street, for a Disability Parking Space
- n. Motion to disband the Animal Committee
- o. Motion to create an Ad Hoc Methods Committee to review department procedures with members to include Councilors Dan Weand, Donald Lebedynsky and Joseph Kirkland, Justin Keller and Peggy Lee-Clark
- p. Motion to appoint an Assistant Borough Solicitor for the Borough of Pottstown

Documents:

[Hovey, Matthew - Resume.pdf](#)

[Mauger.AsstBSolicitor.1.9.19.pdf](#)

- q. Motion to appoint the following members to the Blighted Property Review Committee for a one (1) year term to expire December 31, 2019: John (Jerry) Nugent (Redevelopment Authority of Montgomery County), Brian Hydier ( Planning Commission Member), Ryan Procsal ( Councilor), Cheryl Chiarello and Kevin Brown
- r. Motion to reappoint Steve Everett to the Pottstown Downtown Improvement District Authority for a five (5) year term to expire January 1, 2024
- s. Motion to reappoint Aram Ecker to the Pottstown Borough Authority for a

five (5) year term to expire January 1, 2024

- t. Motion to adopt a Resolution reappointing Jay Harp as a member of the Zoning Hearing Board for a three (3) year term to expire January 1, 2022

Documents:

[Zoning Hearing Board 2019.pdf](#)

- u. Motion to reappoint Jim Derr to the Vacancy Board for a one (1) year term to expire December 31, 2019

## 11. REPORT OF BILLS

Documents:

[Accounts Payable Register by Vendor December 2018.pdf](#)  
[Accounts Payable Fund Allocation Report December 2018.pdf](#)

## 12. ANNOUNCEMENTS

## 13. EXECUTIVE SESSION

## 14. ADJOURNMENT