

## WEST NORRITON PLANNING COMMISSION

### Meeting Minutes – July 16, 2018

The meeting was called to order at 7: PM

The meeting was attended by the following Planning Commission members: Kim Flanders, Gordon McMeekin, Mike Purkis, Doug Smock and Alan Treisbach.

The meeting was also attended by Maggie Dobbs, representative of the Montgomery County Planning Commission (MCPC).

#### Did not attend:

Jean Gambone and Bruce Shoupe

#### **AGENDA**

1. Meeting called to order
2. Approval of meeting minutes
3. Meeting Discussion:
  - a. Egypt Road Intersection Section
  - b. Coordinate outreach to business and property owners Draft report:
  - c. Continued development of design scenarios (as discussed by PC)
4. Public Comment
5. Adjourn

#### **MINUTES**

1. Meeting was called to order at 7:08 PM.
2. Approval of May meeting minutes deferred.
3. Meeting Discussion:
  - a. Egypt Road Intersection Section:
    - i. 5-point intersection. (Main (both directions);Egypt Road; Orchard Lane; Jefferson Avenue)
    - ii. Number of businesses:
      1. Coastal gas station; 7-11; Tony G's Pub and Eatery;(Bike Shop removed and replaced by Tony G parking lot);Hawke Electric.
    - iii. Americans with Disabilities Act (ADA) compliant ramps on north side of West Main Street.
    - iv. Auto Dealership and both sides of street.
    - v. A few residential properties.
    - vi. This section has more of a "village" feel.
    - vii. Investing in sidewalks by business owners may be a challenge.
    - viii. Busy intersection.

- ix. New development of Sunshine Diner lot is a done deal. Currently, no sidewalk in the new development through 7/11.
- x. Do we want to maintain split zone parcels?
  - 1. Overlay district encourages shared access.
- xi. Planning Commissioner feedback:
  - 1. Bruce: We need to be sensitive to the fact that behind this area is zoned residential. Residential will require a buffer from commercial. We should be flexible depending on the proposal. Whether the parking should be in the front or back or what the set backs should be may vary by proposal.
  - 2. Doug: Consider planning for the eventual straightening of the Egypt-to-Main Streets intersection.
  - 3. Jean: Maintain the village feel but not with neon/LEDs signs.
  - 4. Updating the Sign Ordinance is a stand-alone ordinance that applies to the entire township. We can define standards for signs.
  - 5. Leverage the new development of the TLC Plumbing property to meet with neighboring businesses for proposing property improvements.
- xii. Business Owner/Property Owner Outreach:
  - 1. Formulate an outreach plan and decide who will participate in the implementation. Contact names/phone numbers were not available. These are generally individuals.
  - 2. Send out a letter to business owner with targeted phone calls. Brief “elevator pitch” and images.
  - 3. If we decide to meet at a business, we should defer finalizing a meeting date until we secure a facility/availability.
  - 4. Target October to meet with owners. Planning Commission meeting is scheduled for October 15.
  - 5. Evening meeting is preferred.
  - 6. Letter with follow up phone calls where we have a personal relationship. Follow up with a reminder postcard.
  - 7. Monday, October 29 is the target date for meeting with business owners.
    - a. September 24-initial draft sent out by Maggie.
    - b. Meet with Supervisors on 10/2-Maggie.
    - c. Planning Commission meets 10/15 and can review any changes as results of Township Supervisor meeting.
    - d. Letter should go out mid-September. 9/17
    - e. Phone calls – 9/17 thru 9/28
    - f. Reminder postcard with link to initial proposal on 10/15
- b. Coordinate outreach to business and property owners Draft report:
- c. Continued development of design scenarios (as discussed by PC)

4. Once the draft of plan is completed, we'll schedule a work session in November with Township Supervisors
  - New business:
    - Set u
5. Public Comment(s):
  - Images Adjourn Meeting: 8:50 PM EST

Adjourn 8: PM.

**Immediate Actions:**

1. Contact owner of Chateau banquet facility for hosting meeting. Assigned To: Maggie. Due Date: 7/15/18
2. Craft outreach letter to business owners. Assigned To: Maggie. Due Date: 7/18/18

**New Business:**

**Next Meeting:**

Date: Monday, August 20, 2018

Time: 7:00 PM EST