



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

**March 12, 2018**  
**7:00 p.m.**

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

Documents:

[Council-minutes-2018-02-12.pdf](#)

6. COMMENTS FROM CITIZENS PRESENT
7. SUBCOMMITTEE REPORTS
  - a. Finance & Administration (President Weand)
  - b. Economic Development Report (PAID Executive Director Peggy Lee-Clark)
8. COMMITTEE REPORTS
  - a. PDIDA (Sheila Dugan)

Documents:

[PDIDA March 2018.pdf](#)

- b. COG (Councilor Kulp)
- c. EAC (Jim Derr)

Documents:

[2018-01-29 EAC Meeting Minutes .pdf](#)

- d. Regional Planning (Councilor Procsal)

e. Blighted Property Review Committee (Councilor Procsal)

Documents:

[Blighted Minutes 2017-11-15.pdf](#)

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- a. Presentation – Fair Districts PA, Chuck Yeiser
- b. Motion to adopt a Resolution in support of a Citizens Commission for Legislative and Congressional Redistricting

Documents:

[Fair District.pdf](#)

- c. Possible action on the zoning relief request of Hancock Professional Building Associates, for property located at 625 North Charlotte Street

Documents:

[Hancock Building - Sign.pdf](#)

- d. Motion to ratify the Mayor's disciplinary action of a one (1) day suspension without pay upon a Pottstown Police Officer
- e. Motion to grant preliminary/final approval of The Hill School Dining Room Addition Land Development Plan, 717 East High Street, subject to the Applicant satisfying the following conditions within 90 days:
  - i. Satisfactory compliance with the Cedarville Engineering Group, LLC letter dated January 3, 2018
  - ii. The Applicant obtaining all necessary permits and approvals from applicable outside agencies
  - iii. Payment in full of all Borough review fees
- f. Motion to grant the following waivers from the Pottstown Borough Subdivision and Land Development Ordinance relating to The Hill School Dining Room Addition Land Development Plan:
  - i. Section 400.3.A – waiving the requirement for showing physical features and topography within 100 feet of the property
  - ii. Section 400.5.A – waiving off-site features, including topographical information
  - iii. Section A401.8 – waiving the requirement to provide names of abutting subdivisions, developments or landowners

- iv. Section A403.3 – waiving existing and proposed zoning district lines; use, setback, area and bulk requirement; and off-street parking requirements
  - v. Section A403.8 – waiving streets, including streets recorded by not constructed, on or abutting the tract
  - vi. Section A404.1 – waiving requirement for location and elevation of all boundary lines or perimeter monument to be indicated
  - vii. Section A504 & A505 – waiving requirement to install open space trees and installing street trees along street frontage
  - viii. Section A509 – waiving requirement for a landscape plan to be submitted with each site plan application
- g. Motion to grant preliminary/final approval of ABP Investments, 505 Lincoln Avenue Subdivision Plan, subject to the Applicant satisfying the following conditions within 90 days:
- i. Satisfactory compliance with the Cedarville Engineering Group, LLC letter dated December 19, 2017
  - ii. Voluntary contribution of a fee in lieu of ten (10) trees at \$350 per tree, prior to issuance of building permits
  - iii. Applicant complying with Conditional Use Order dated November 13, 2017
  - iv. Preparation and execution of a Developer's Agreement in a form acceptable to the Borough Solicitor
  - v. Approval of architectural facades prior to issuance of any building permits
  - vi. Payment in full of all Borough review fees
- h. Motion to grant the following waivers from the Pottstown Borough Subdivision and Land Development Ordinance relating to 505 Lincoln Avenue Subdivision Land Development Plan:
- i. Section A402.1 & 400.3.A – waiving requirement for all off-site features within 100 feet of site and showing physical features and topography on surrounding properties
  - ii. Section 501, 504, A505 & A507.1 -reducing required amount of open space; waiving requirement of providing dedicated open space or fee-in-lieu of open space
  - iii. Section 505 – waiving the requirement to install street trees along street frontage
  - iv. Section 506 – waiver from providing a double row of

trees when there is sufficient open area inside a sidewalk

- v. Section 512, A512 & A404.15 – waiver from outdoor lighting; waiving requirement as to height of light fixtures
  - vi. Section A527.1.C, A527.1.E & 527.1.F – waiver to allow residential driveways less than 100 feet from street intersection and to have driveway on a higher classification street
  - vii. Section A527.2 – waiver to allow residential driveways with curb cuts on Washington Street; requirement of grass strip between curb and sidewalk
- i. Motion to recommend the appointment of Michael G. Lessar, Jr. as Emergency Management Coordinator for the Borough of Pottstown, subject to the approval of the Governor
  - j. Motion to adopt a Resolution approving the authorized official to assign roles within DotGrants
  - k. Motion to adopt a Resolution authorizing the destruction of certain municipal records, pursuant to the Municipal Records Manual of December 16, 2008
  - l. Motion to ratify the Mayor's disciplinary action of a one (1) day suspension without pay upon Pottstown Police Sergeant Edward Kropp, Jr.
  - m. Motion to grant the request of the Pottstown Community Action Committee to conduct a clean-up event on April 21, 2018, resulting in the closing of the 400 block of Chestnut Street from 6:30 a.m. – 4:00 p.m., subject to review and approval of the Police and Fire Departments

Documents:

[Community Action - Clean Up Day.pdf](#)

- n. Motion to grant the request of the Pottstown Joint Veterans Council to hold the annual Memorial Day Parade on May 28, 2018, resulting in the closing of High Street from Adams to Manatawny Streets and Manatawny to Second Street from 8:30 a.m. – 12:00 p.m., subject to review of the Police and Fire Departments
- o. Motion to grant request of Pottstown AMBUCS to hold the Annual Soap Box Derby scheduled for June 16, 2018 (rain date – June 17), resulting in the closing of Wilson Street on June 15 & 16, from 7:00 a.m. to 6:00 p.m., subject to approval of the Police and Fire Departments
- p. Motion to approve the dates for the Pottstown Classics Car Club for the 2018 Nostalgia Nights as presented in the January 29, 2018 memorandum, resulting in the closing of High Street, from York Street to Franklin Street and Hanover Street, from King Street to Security Plaza from 4:30 p.m. to 9:00 p.m., subject to approval of the Police and Fire Departments and execution of a Hold Harmless Agreement

- q. Motion to grant the request of the Pottstown Rumble to include a beer garden and tasting event for the June 22, 23 & 24, 2018, Volleyball Tournament, from 12:00 p.m. to 12:00 a.m., to be held in Memorial Park, subject to approval of the Police and Fire Departments and compliance with the Liquor Control Board regulations

## 11. REPORT OF BILLS

### Documents:

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

## 12. ANNOUNCEMENTS

## 13. ADJOURNMENT