

# LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS REGULAR PUBLIC MEETING

Wednesday, February 8, 2023, 7:00 p.m.



To join the meeting via Zoom:

<https://us02web.zoom.us/j/83417418397?pwd=T3VubGhnTWpZcWUxU3BrcGxtc295Zz09>

Call #: 1-646-876-9923

Meeting ID: 834 1741 8397 Passcode: 036708

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## CALL TO ORDER AND PLEDGE OF ALLEGIANCE

### ANNOUNCEMENTS AND PRESENTATIONS

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of personnel, real estate, and litigation.

### PUBLIC COMMENTS

Citizen comments, concerns, questions for items not on the agenda  
(Comments on agenda items will be taken when those items are discussed by the Board)

### BUILDING AND ZONING

1. Resolution 2023-6 Preliminary/final subdivision approval of lot line change at 541 Station Road

### GENERAL BUSINESS

1. Transportation Improvements – recap of latest plans
  - a. Springhouse intersection
  - b. McKean Road pedestrian improvements
  - c. McKean Road study
2. Discussion about special events process and notifications
3. Authorization to advertise bid for annual paving program
4. Authorization to advertise bid for paving the parking lot at Pen-Ambler Park
5. Approval of minutes – January 25, 2023

### COMMITTEE REPORTS

Updates on Township Commissions and Board Subcommittees from Supervisor Liaisons

### STAFF UPDATES

Updates from staff on municipal activities and projects

## **SUPERVISORS COMMENTS**

Comments or questions from the Board of Supervisors

## **Adjournment**

### **UPCOMING MEETING DATES\***

ENVIRONMENTAL ADVISORY COUNCIL	TUES	02/07/2023	7:00 P.M.
PLANNING COMMISSION	WED	02/15/2023	7:00 P.M.
HISTORIC ADVISORY COMMITTEE	THURS	02/16/2023	6:00 P.M.
PARKS AND RECREATION	WED	02/21/2023	6:00 P.M.
BOARD OF SUPERVISORS	WED	02/22/2023	7:00 P.M.
HUMAN RELATIONS COMMISSION	THURS	03/02/2023	7:00 P.M.
ZONING HEARING BOARD	THURS	03/09/2023	6:00 P.M.

\*Please check the Township website to confirm meeting dates and times.



## MEMORANDUM

**ATTN:** Board of Supervisors

**DATE:** Thursday, February 02, 2023

**FROM:** Jamie P. Worman, Assistant Township Manager

*Jamie Worman*

**SUBJ:** 541 Station Lane Lot Line Adjustment (#22-08LL)

### **Resolution 2023- Conditional Preliminary/Final Approval 541 Station Lane Lot Line Adjustment (#22-08LL)**

Jessica and Joseph Ward of 541 Station Lane (physical location 541 Plymouth Road) are requesting approval of a minor lot line adjustment plan involving two residential parcels located in the A-Residential Zoning District. The proposed plan is to convey approximately 0.17 acres from Lot #1 (Ivory) to Lot #2 (Ward). The plan is for conveyance only, no construction is proposed. The plan was recommended for approval by the LGT Planning Commission at their meeting on January 18<sup>th</sup>, 2023. It has been reviewed and found suitable for approval by the Township Engineer. ***The recommended action is that the BOS grant preliminary/final approval to the 541 Station Lane Lot Line Adjustment plan with the conditions noted in approval Resolution.***

OWNER'S CERTIFICATION OF INTENT

ERIC F. & CHRISTINA JAROSZ
COMMONWEALTH OF PENNSYLVANIA
COUNTY OF MONTGOMERY
ON THE DAY OF
BEFORE ME, THE SUBSCRIBER, A NOTARY PUBLIC, PERSONALLY APPEARED
LAURA TALBOT-MORY & DAVID DOSKICZ-TALBOT

WITNESS MY HAND AND NOTARIAL SEAL, THE DAY AND YEAR AFORESAID.

NOTARY PUBLIC

MY COMMISSION EXPIRES

(SEAL)

WE, LAURA TALBOT-MORY & DAVID DOSKICZ-TALBOT DO HEREBY CERTIFY THAT THE TITLE OF THE PROPERTY IS IN THE NAME LAURA TALBOT-MORY & DAVID DOSKICZ-TALBOT, AS RECORDED IN DEED BOOK 5285, PG. 2518, RECORDER OF DEEDS OFFICE.

NAME(S) OF OWNER(S)

BY:

DAVID DOSKICZ-TALBOT (DATE) LAURA TALBOT-MORY (DATE)
PROPERTY OWNER PROPERTY OWNER

OWNER'S CERTIFICATION OF INTENT

WILLIAM H. & ANDREA M. KOFSKY
COMMONWEALTH OF PENNSYLVANIA
COUNTY OF MONTGOMERY
ON THE DAY OF
BEFORE ME, THE SUBSCRIBER, A NOTARY PUBLIC, PERSONALLY APPEARED JESSICA L. WARD & JOSEPH P. WARD.

WITNESS MY HAND AND NOTARIAL SEAL, THE DAY AND YEAR AFORESAID.

NOTARY PUBLIC

MY COMMISSION EXPIRES

(SEAL)

WE, JESSICA L. WARD & JOSEPH P. WARD, DO HEREBY CERTIFY THAT THE TITLE OF THE PROPERTY IS IN THE NAME JESSICA L. WARD & JOSEPH P. WARD, AS RECORDED IN DEED BOOK 6146, PG. 2451, RECORDER OF DEEDS OFFICE.

NAME(S) OF OWNER(S)

BY:

JOSEPH P. WARD (DATE) JESSICA L. WARD (DATE)
PROPERTY OWNER PROPERTY OWNER

CERTIFICATION OF TOWNSHIP APPROVAL

AT THE MEETING HELD ON
LOWER GWYNEDD TOWNSHIP BY RESOLUTION DULY ENACTED AND APPROVED THE SUBDIVISION/LAND DEVELOPMENT PLAN OF THE PROPERTY OF

CHAIRMAN OF THE BOARD OF SUPERVISORS TOWNSHIP SEAL
TOWNSHIP SECRETARY

AT THE MEETING HELD ON
THE BOARD OF SUPERVISORS OF
LOWER GWYNEDD TOWNSHIP SEWER AUTHORITY APPROVED THE SUBDIVISION/LAND DEVELOPMENT PLAN OF THE PROPERTY OF

CHAIRMAN OF THE SEWER AUTHORITY AUTHORITY SEAL
AUTHORITY SECRETARY

REVIEWED BY THE LOWER GWYNEDD TOWNSHIP PLANNING COMMISSION AND RECOMMENDED FOR APPROVAL ON THE DAY OF
PLANNING COMMISSION CHAIRMAN

REVIEWED BY THE LOWER GWYNEDD TOWNSHIP ENGINEER ON THE DAY OF
TOWNSHIP ENGINEER

MONTGOMERY COUNTY PLANNING COMMISSION
M.C.P.C. FILE #
PROCESSED AND REVIEWED. A REPORT HAS BEEN PREPARED BY THE MONTGOMERY COUNTY PLANNING COMMISSION IN ACCORDANCE WITH THE MUNICIPALITIES PLANNING CODE.
CERTIFIED THIS DATE
EXECUTIVE DIRECTOR, MONTGOMERY COUNTY PLANNING COMMISSION

RECORDER OF DEEDS NOTATION
RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS, IN MONTGOMERY COUNTY, PENNSYLVANIA, IN PLAN BOOK PAGE ON THE DAY OF 20

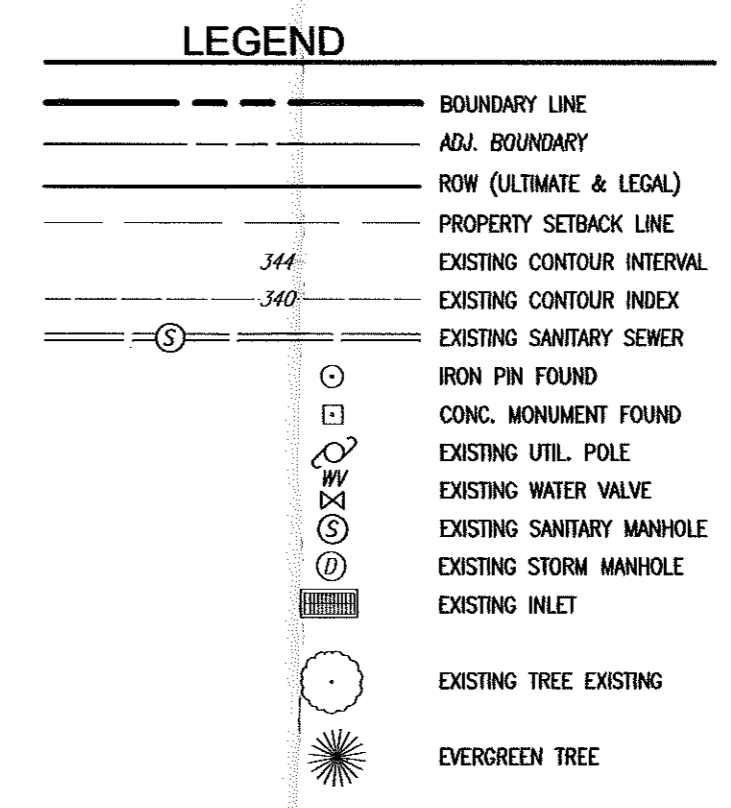
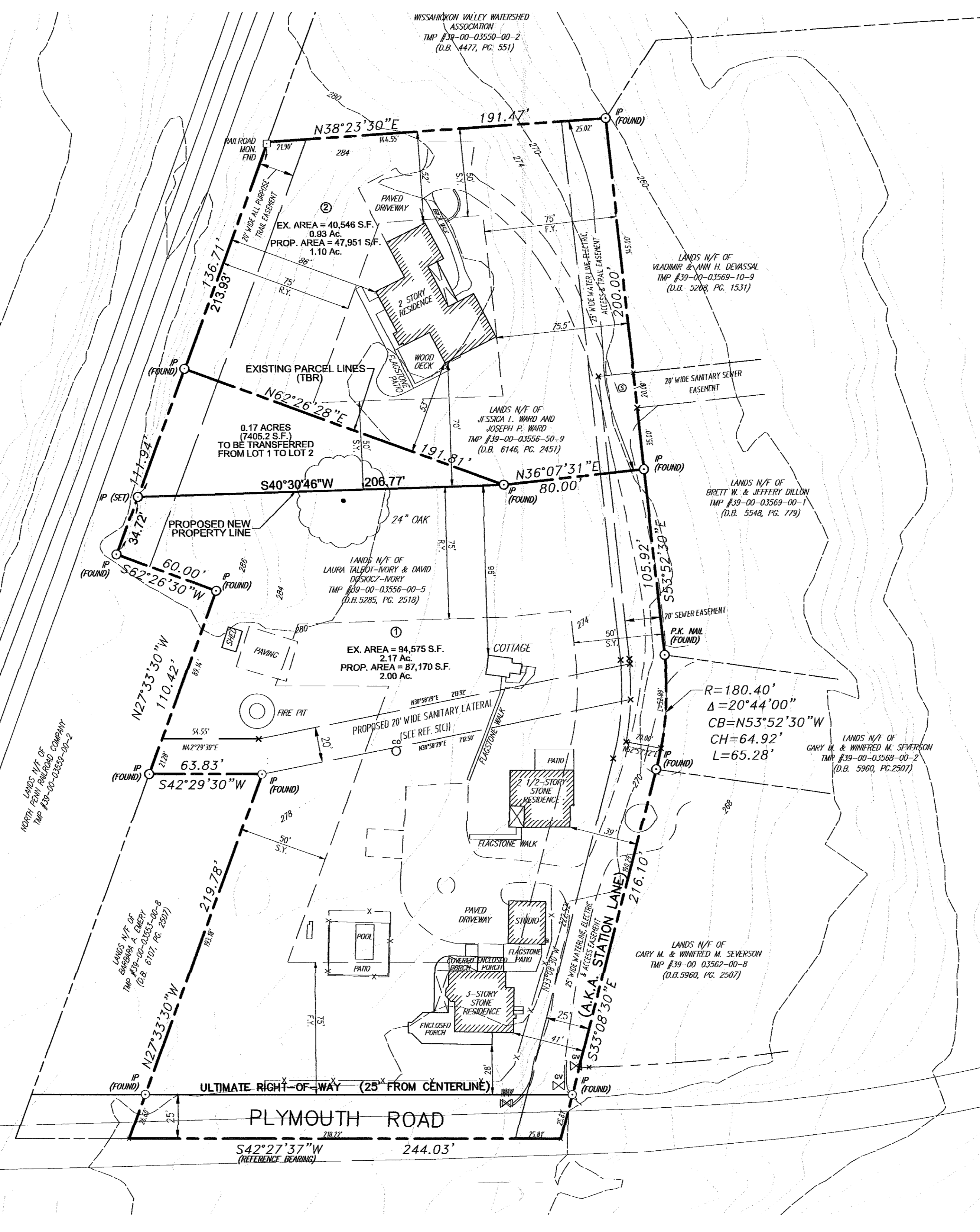
PROFESSIONAL LAND SURVEYOR CERTIFICATION
I, Robert L. Showalter, SU-1117-A
(NAME OF PROFESSIONAL SURVEYOR) (REGISTRATION NUMBER)

DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE, THE EXISTING FEATURES, TOPOGRAPHY, AND METES AND BOUNDS SHOWN ON THIS PLAN ARE IN ACCORDANCE WITH THE MINIMUM STANDARDS OF PRACTICES FOR PROFESSIONAL LAND SURVEYORS IN THE COMMONWEALTH OF PENNSYLVANIA AS ADOPTED BY THE PENNSYLVANIA SOCIETY OF LAND SURVEYORS IN JULY OF 1986 (OR AS SUBSEQUENTLY ADOPTED), A FIELD SURVEY WAS PERFORMED UNDER MY IMMEDIATE SUPERVISION AND ALL MONUMENTS AND/OR LOT PINS SHOWN, EXIST AS INDICATED OR SHALL BE PLACED AS SHOWN, AND THAT ALL DIMENSIONAL AND GEOMETRIC DETAILS ARE CORRECT.

CERTIFICATION OF ACCURACY
I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON, AS WELL AS ALL DRAWINGS BEARING MY SEAL, ARE TRUE AND CORRECT TO THE ACCURACY REQUIRED BY THE LOWER GWYNEDD TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AND WERE PREPARED BY ME OR UNDER MY DIRECTION, AND FOR WHICH I ACCEPT FULL RESPONSIBILITY. THE PERMETER MONUMENTS SHALL BE ACCURATELY PLACED AS REQUIRED BY THE TOWNSHIP.

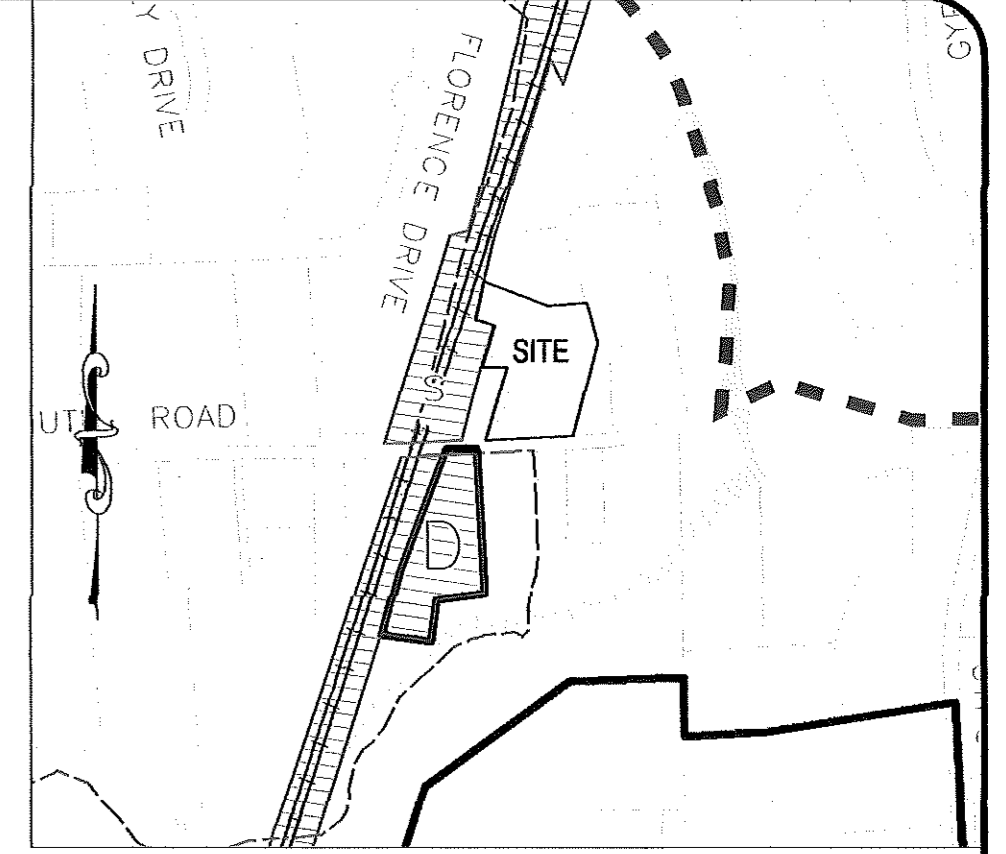
ROBERT L. SHOWALTER, P.E., P.L.S. SEAL

Table with 3 columns: NO., DATE, COMMENT. Revisions section.



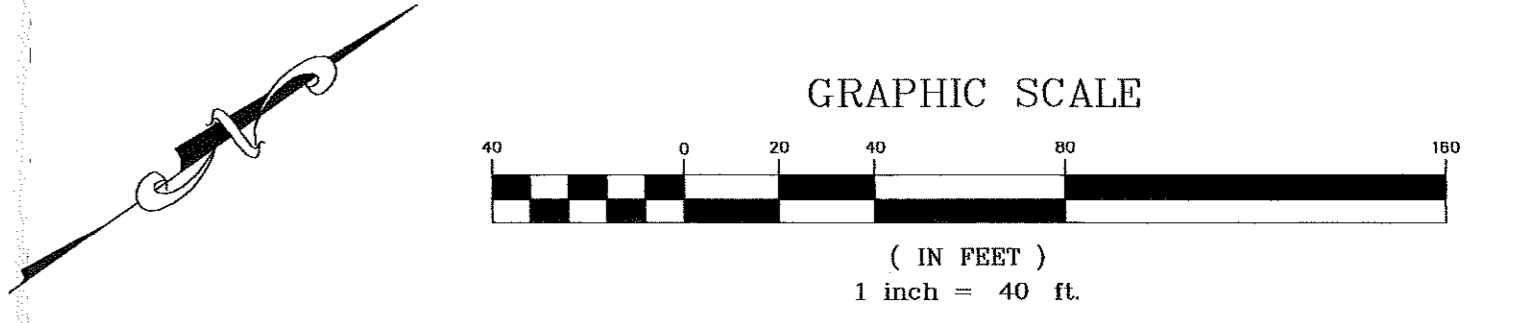
ZONING table with columns: MIN. LOT AREA (BSA), REQUIRED, EX. LOT 1, EX. LOT 2, PROP. LOT 1, PROP. LOT 2. Rows include MIN. LOT WIDTH, MIN. FRONT, MIN. SIDE, MIN. REAR, MAX. BUILDING HEIGHT, MAX. BUILDING COVERAGE, MAX. IMPERVIOUS COVER.

IMPERVIOUS SURFACE SUMMARY table with columns: EX. LOT 1, EX. LOT 2, PROP. LOT 1, PROP. LOT 2. Rows include EXISTING BUILDINGS, EXISTING PAVING, EXISTING WALKS/PATIO, EXISTING POOL, TOTAL PROPOSED IMPERV. (SF), TOTAL PROPOSED IMPERV. (AC), MAX. IMPERV. COV. (PER LOT).



OWNERS: LAURA TALBOT-MORY & DAVID DOSKICZ-MORY
SITE DATA: 529 PLYMOUTH RD. LOWER GWYNEDD TOWNSHIP
STREET CLASSIFICATION: CLASSIFICATION = INTERCOMMUNITY ROADWAY
ULTIMATE RIGHT-OF-WAY WIDTH = 80 FT
SPEED LIMIT = 35 MPH

- SURVEY NOTES: 1. THE BEARINGS AND DISTANCES AS SHOWN HEREON ARE REFERENCED TO DEEDS OF RECORD AND TO EXISTING FIELD MONUMENTATION. 2. THE NORTH ARROW AND BEARINGS AS SHOWN HEREON ARE REFERENCED TO THE ASSUMED BEARING OF SOUTH 42 DEGREES 27 MINUTES 37 SECONDS WEST AS INFORMATION PROVIDED IN REFERENCES 5(A) AND 5(C) LISTED BELOW.



T.M.P. #39-00-03556-00-5 & T.M.P. #39-00-03556-50-9

LOT LINE ADJUSTMENT PLAN

R. L. Showalter & Associates, Inc. 118 East Butler Avenue, Chalfont, PA 18914. Includes contact info and logo.



SCALE: 1" = 40'
DATE: 9/19/2022
JOB NO.: #2000-046A
DRAWN BY: TP/LAZ
CHECKED BY: TAK

SITUATE: LOWER GWYNEDD TOWNSHIP MONTGOMERY COUNTY, PA.
PREPARED FOR: JESSICA & JOSEPH WARD
541 STATION LANE GWYNEDD VALLEY, PA 19437
SHEET 1 of 1

Vertical text on the left margin: PLOT: 09/22/22 10:23 AM BY: TP/LAZ File: P:\GWC\2000-046A-DRAWINGS\2000-046A.dwg-01-LOT LINE CHANGE © 2018 R.L. SHOWALTER & ASSOCIATES, INC.



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

January 6, 2023

File No. 22-011068

Mimi Gleason, Interim Township Manager  
Lower Gwynedd Township  
1130 N Bethlehem Pike, P.O. Box 625  
Spring House, PA 19477

Reference: 541 Station Lane – Jessica & Joseph Ward (LD 22-08LL)  
TMP's #39-00-03556-00-5 & 39-00-03556-50-9  
Lot Line Adjustment

Dear Ms. Gleason:

Pursuant to your request, Gilmore & Associates, Inc. performed a review of the preliminary/final submission for a lot line adjustment for the above-referenced project. Upon review we offer the following comments for consideration by the Lower Gwynedd Township Board of Supervisors:

I. Submission

- A. Lot Line Adjustment Plan, consisting of one (1) sheet, dated September 19, 2022, as prepared by R.L. Showalter & Associates, Inc. for Jessica and Joseph Ward of 541 Station Lane.

II. Project Description

The project involves the lot line adjustment of two (2) residential parcels in the A Residential District. This adjustment is proposed between Lot 1 (TMP #39-00-03556-00-5) and Lot 2 (TMP #39-00-03556-50-9) at the property listed as 541 Plymouth Road per Montgomery County Records. The Mailing address for the property is 541 Station Lane. This application is intended for land conveyance only with no proposed construction improvements. The plans propose to convey approximately 7,405 square feet (0.17 acres) from Lot 1 to Lot 2.

III. Review Comments

A. Zoning Ordinance

We defer all comments to the Lower Gwynedd Township Zoning Officer. However, upon review, we note the following:

- 1. §1257.04 – The Zoning table shall be revised to note the front and side yard setbacks on Lot 1 as existing non-conformities.

B. General Comments

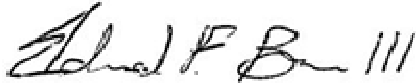
- 1. The titles for the Owner's Certification of Intent do not match the property owners for either affected property included in this proposed lot line adjustment. Plans shall be revised to clarify this discrepancy.

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606

2. The Lower Gwynedd Township Sewer Authority has been previously disbanded. As such, the signature block shall be removed from the plan.
3. Upon the completion of review from the Montgomery County Planning Commission, the applicable file number shall be added to the plan.
4. The Applicant shall provide legal descriptions of the new lots to our office for review and approval.

If you have any questions regarding the above, please contact this office.

Sincerely,



Edward Brown, P.E.  
Project Manager  
Gilmore & Associates, Inc.

EB/ds/sl

cc: Steve Ware Township Zoning Officer  
Neil A Stein, Esq., Township Solicitor  
Jamie Worman Assistant Township Manager  
Robert L Showalter, P.L.S., R. L. Showalter & Associates, Inc.  
Patty Sexton-Furber, Building Codes Administrator  
James J. Hersh, P.E., Gilmore & Associates, Inc.

**MONTGOMERY COUNTY  
BOARD OF COMMISSIONERS**

VALERIE A. ARKOOSH, MD, MPH, CHAIR  
KENNETH E. LAWRENCE, JR., VICE CHAIR  
JOSEPH C. GALE, COMMISSIONER



**MONTGOMERY COUNTY  
PLANNING COMMISSION**

MONTGOMERY COUNTY COURTHOUSE • PO Box 311  
NORRISTOWN, PA 19404-0311  
610-278-3722 • FAX: 610-278-3941  
[WWW.MONTCOPA.ORG](http://WWW.MONTCOPA.ORG)

SCOTT FRANCE, AICP  
EXECUTIVE DIRECTOR

December 12, 2022  
REVISED

Ms. Jamie Worman, Assistant Township Manager  
Lower Gwynedd Township  
1130 North Bethlehem Pike  
Post Office Box 625  
Spring House, Pennsylvania 19477

Re: MCPC # 22-0280-001  
Plan Name: Ward Ivory Lot Line Change  
(2 lots comprising approximately 3.10 acres)  
Situate: Station Lane and Plymouth Road  
Lower Gwynedd Township

Dear Ms. Worman:

We have reviewed the above-referenced subdivision in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on November 28, 2022. We forward this letter as a report of our review.

## BACKGROUND

The applicants, Jessica and Joseph Ward, are proposing a lot line adjustment between two properties located on Station Lane, a private road with access from Plymouth Road. The existing Lot 1 is 40,546 square feet (0.10 acres) and existing Lot 2 is 94,575 square feet (2.17 acres). The proposed lot line adjustment would convey 7,405.2 square feet from existing Lot 1 to Lot 2, which would result in a proposed Lot 1 consisting of 47,951 square feet and a proposed Lot 2 consisting of 87,170 square feet.

The properties are located in the A Residential Zoning District and are served by public sewer with an on-lot well. The A Residential District requires a minimum lot area of 60,000 square feet for properties with either a public sewer or public water supply (§ 1257.03(a)(2)). The two properties currently contain six existing residential and accessory structures, a pool, walkways, and driveways. It is our understanding that at this time, no land development associated with the proposed lot line adjustment is being proposed.



## COMPREHENSIVE PLAN COMPLIANCE

The proposal is generally consistent with the county's comprehensive plan, *MONTCO 2040: A Shared Vision*, which shows the area as being located adjacent to both the "Suburban Residential" and "Open Space" future land use areas. Suburban Residential areas consist primarily of single family detached homes. Denser and more compact development should occur in the suburban residential areas that are near train stations. Residential development should match the character and type of housing found in the immediate neighborhood, and especially when close to areas designated as open space areas, trees, steep slopes, wetlands, and other sensitive land should be preserved.

## RECOMMENDATION

The Montgomery County Planning Commission (MCPC) supports the applicant's proposal as we have found it to be generally consistent with the county comprehensive plans, nor have we identified any significant land use, transportation, design, or other issues that should be addressed. Proposed Lot 1 currently is nonconforming in the minimum lot area and minimum front and side yards (§ 1257.04) and would continue to be nonconforming with the proposed lot line adjustment. However, the lot line change would lessen the lot size nonconformity. Because the conditions are existing, we do not believe that there are related issues that would arise from the proposed change. Therefore, we have no substantive comments.

## CONCLUSION

We wish to reiterate that MCPC generally supports the applicant's proposal. Please note that the review comments and recommendations contained in this report are advisory to the municipality and final disposition for the approval of any proposal will be made by the municipality.

Should the governing body approve a final plat of this proposal, the applicant must present the plan to our office for seal and signature prior to recording with the Recorder of Deeds office. A paper copy bearing the municipal seal and signature of approval must be supplied for our files. Please print the assigned MCPC number (22-0280-001) on any plans submitted for final recording.

Sincerely,



Claire Warner, Senior Community Planner  
[cwarner@montcopa.org](mailto:cwarner@montcopa.org) – 610-278-3755

c: Jessica and Joseph Ward, Applicant



Laura and David Ivory, Property Owner  
R L Showalter & Associates, Applicant's Representative  
Mimi Gleason, Interim Township Manager  
Kenneth Amey, AICP, Township Zoning Officer  
Craig Melograno, Chairman, Planning Commission

Attachment A: Aerial Image of Site

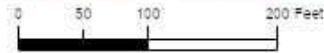
Attachment B: Reduced Copy of Applicant's Proposed Site Plan

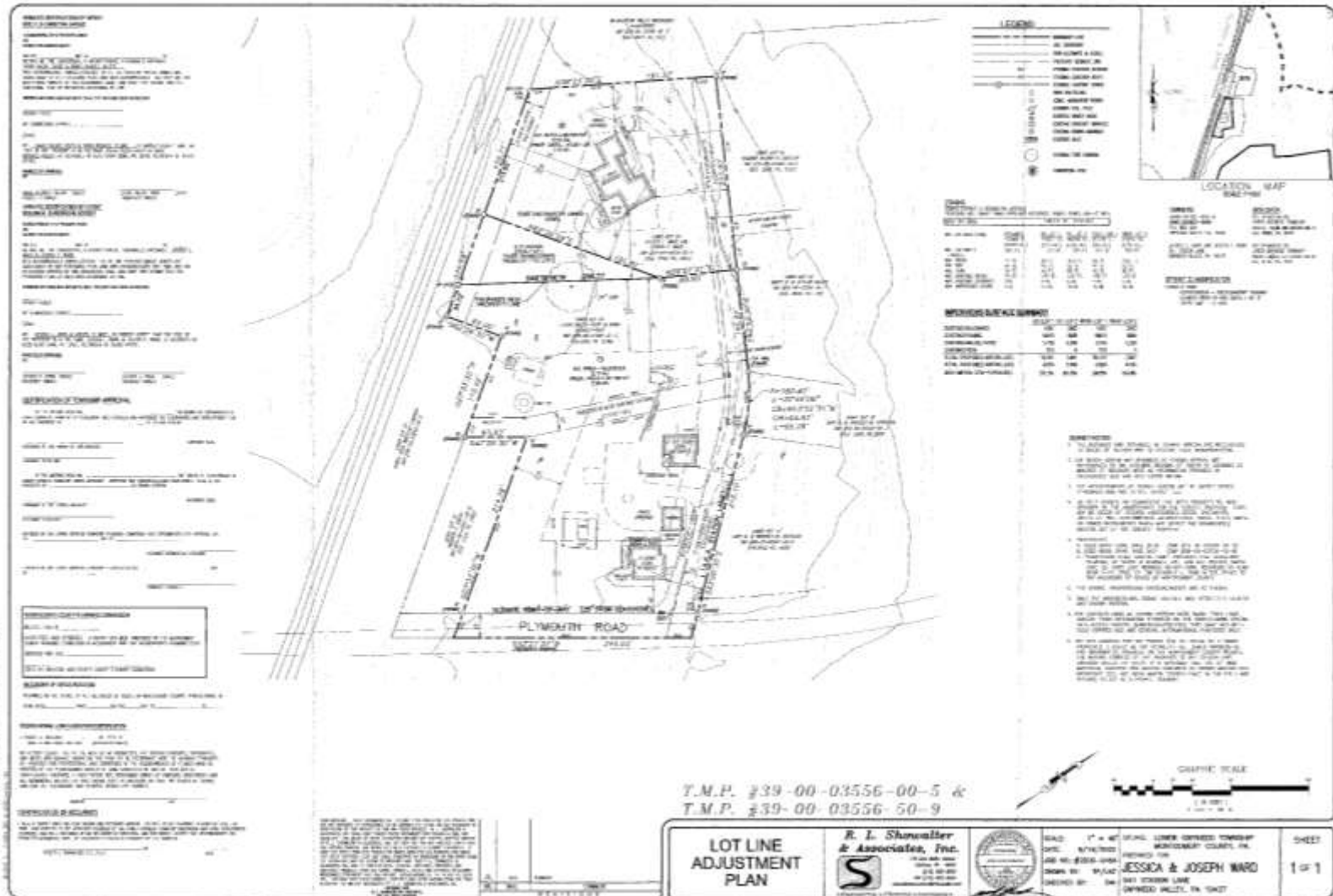
**ATTACHMENTS A & B**



Ward Ivory Lot Line Change  
MCPC#220280001

Montgomery  
County  
Planning  
Commission  
Montgomery County Courthouse - Planning Commission  
900 Box 311 Norristown PA 19380-0311  
(p) 610 278-3723 (f) 610 278-3941  
www.montcopa.org/placomm  
Aerial photography provided by Aerialmap.





**LOWER GWYNEDD TOWNSHIP  
PLANNING COMMISSION  
Minutes of January 18, 2023**

**Present:** Craig Melograno, Chairman  
Rich Valiga, Vice-Chair  
Danielle Porreca  
Joel Mayor  
Maureen Nunn  
Stephen Paccione  
Rusty Beardsley

Steve Ware, Interim Zoning Officer  
Patty Furber, B&Z Administrator  
Ed Brown, Gilmore & Associates  
Chad Dixson, McMahon & Assoc.

**Absent:**

**Call to Order:**

The meeting of the Lower Gwynedd Township Planning Commission was called to order at 7:00 PM.

**Approval of Minutes: November 16, 2022**

Ms. Nunn requested to amend the minutes to include “microplastics” under the section for Wissahickon School District Turf Fields. A motion was made by Mr. Paccione and seconded by Mr. Mayor to approve the amended minutes of the Lower Gwynedd Township Planning Commission meeting of November 16, 2022. The motion carried unanimously.

**Reorganization of Planning Commission:**

- Chairman: A motion was made by Mr. Paccione and seconded by Mr. Mayor to reelect Mr. Melograno as the Chairman.
- Vice Chair: A motion was made by Mr. Paccione and seconded by Mr. Mayor to reelect Mr. Valiga as Vice-Chair.
- Secretary: A motion was made by Ms. Porreca to reelect Ms. Furber as Secretary and seconded by Mr. Beardsley.
- Vice Secretary: A motion was made by Mr. Paccione to reelect Ms. Worman as Vice-Secretary and seconded by Mr. Beardsley.

**Subdivision/Land Development:**

**541 Station Ln  
Lot Line Change**

**#22-08LL**

Present for the lot line application was Wayne Kiefer from R.L. Showalter. The application consists of the lot line transfer between lots 1 and 2 at 541 Plymouth Rd (mailing address: 541 Station Lane) the transfer would be from Mr. David Doskicz-Ivory & Mrs. Laura Talbot-Ivory to Mr. Joseph & Mrs. Jessica Ward to increase their parcel to 1.1 acres. Mr. Kiefer explained to the board that there were no zoning issues, no variance requests, no proposed improvements, just a transfer of the requested .17 acres from lot 1 to lot 2 to add acreage to the Ward's property. Mr. Kiefer stated they will comply with all the waivers from the Gilmore review letter dated January 6, 2023.

A motion was made by Mr. Mayor and seconded by Mr. Beardsley to recommend this lot line application for final approval to the Board of Supervisors.

The motion passed with a 7-0 vote.

1345 Sumneytown Pike  
Building Addition  
Gwynedd Mercy Academy High School

**#22-07LD**

Present for the applicant was Mr. Tim Woodrow from Woodrow & Associates, Ms. Christen Pionzio from HRMM&L, Mr. Eric Gianelle & Ms. Shannon Abraham from KCBA Architects and Gwynedd Mercy Academy High School board member, Del Markward.

Ms. Pionzio explained to the board that Gwynedd Mercy Academy High School proposes a 17,000 sq. foot building addition to the existing high school. The school is in need of additional spaces for learning and meetings. The addition would consist of a renovated kitchen, a large classroom, a counseling area, a separate space for the maintenance staff and a designated place for the students so they don't have to sit on the floor or stage area. There would be no increase in the student population due to the addition. The renovated kitchen area will move the cafeteria seating to the proposed student commons to allow more room for three lunches instead of the current two.

Ms. Pionzio stated that part of building “H” is not currently sprinklered. Ms. Pionzio stated she would like to take time to meet with the Fire Marshal, Mr. Al Comly, to review retrofitting the building and review the fire service need that was in Mr. Comly’s review letter dated January 17, 2023. Ms. Pionzio also stated that they would like to meet with Mr. Dixon and Mr. Brown regarding their review letters as well. Mr. Comly was in attendance and stated that he wanted to get it on record that the school is one of two within the township that is not fully sprinklered. Mr. Comly stated he would like to have the school fully sprinklered in the agreement. Ms. Pionzio stated that she understood and intends on meeting with Mr. Comly separately to address the issue.

Ms. Pionzio stated that they would comply with Gilmore’s review letter dated January 12, 2023 except for the road frontages on Evans Rd. and Sumneytown Pike. They include widening, curbs, sidewalks, and trees along the frontages. Ms. Pionzio stated they would like to keep the frontages looking the way they currently are. Mr. Melograno asked about the waivers regarding the trees, are trees currently along the frontages? Ms. Pionzio stated there are trees along the frontages, but planting trees along the spectator area would be an interference. Mr. Woodrow stated there is a section near Evans Rd. that has a pretty good tree presence, with various pockets that do not have street trees. Ms. Nunn stated that the MCPC review letter dated January 4, 2023, recommends that the applicant examine the health of the existing street trees to determine if replacement trees are needed along the street frontage. Ms. Pionzio didn’t think the expense would be warranted to hire an arborist to go around and check the existing street trees along the frontage. Mr. Melograno wanted to know how many street trees would be required. Mr. Woodrow stated the trees on the campus today are more like a clustered woodland, instead of a traditional tree street alignment. Mr. Woodrow stated that he would come up with the number of trees in the vacant spaces. Mr. Melograno stated it wouldn’t be a bad idea in case anyone is concerned regarding the tree waiver. Mr. Valiga wanted to know if trees could be planted along the ballfield section. Mr. Woodrow stated that there is an underground electric conduit along the edge of Evans Rd. and putting trees along the third baseline would interfere.

Mr. Melograno wanted to know if the ballfield is being relocated. Mr. Woodrow stated that they will have to shift the softball field to turn slightly to be parallel to Evans Rd. Mr. Melograno wanted to know how much thought went into the location. Mr. Woodrow stated they looked into reusing the practice field but ended up having difficulty fitting it around the tennis court and the proposed building addition. The issue is the minimum right-field sight distance. Mr. Woodrow stated that they did spend a lot of time coming up with the location.

Mr. Melograno wanted to know if they ever will come up with a master plan for the high school. Mr. Woodrow stated that private schools are becoming increasingly competitive and everyone is trying to have the best technology and ability for an educational

experience. Mr. Woodrow stated that this was discussed at length with the school board and there is a possibility, if future funds become available, for an expansion of a small buildout for the crew team or additional classrooms.

Mr. Valiga wanted to know if there was any discussion with the residents across from the ballfield? Mr. Valiga wanted to know if there is any way to move the existing foul ball fence closer to the road to make room for trees. Ms. Pionzio stated they would look into that. Mr. Paccione wanted to know if there are many foul balls landing on Evans Rd. Ms. Pionzio stated that they would look into that. Mr. Woodrow stated that they could consider turning the ballfield towards the tennis court, instead of towards Evans Rd. Mr. Gianelle suggested a taller backstop.

Mr. Melograno asked about the construction staging. Mr. Woodrow stated that the separate construction entrance will be located off of Evans Rd. for the job trailers, parking for the contractors, office space, and employees. Mr. Woodrow stated there would be a fence erected to separate student activities from the construction activity. Mr. Woodrow stated that the vast construction will take place off of Evans Rd. without interfering in school activities. Mr. Dixon agreed that it would be best to keep construction parking away from the main parking area where students would be walking.

Mr. Melograno wanted to know how the two neighbors across the street would feel about the construction entrance. Mr. Dixon stated that he is aware that this isn't the best scenario for the two neighbors across the street. Mr. Woodrow stated that they could reach out to the neighbors, but is pretty sure the current President, Ms. Denise Marbach, is aware of the situation.

Ms. Porreca asked about the duration of construction, and what the timeframe would be. Mr. Woodrow stated it would take around 14 months, that they would like to start this fall, and estimate completion by Sept. 2024. Mr. Woodrow stated he would walk the grounds with Mr. Dixon to ensure that they chose the best spot for the construction access. Mr. Dixon stated that PennDOT would also be involved.

Mr. Melograno wanted to know more about Mr. Comly's truck circulation issue, with minimum truck access in the rear of the building, which was addressed in his review letter. Mr. Woodrow stated that they are not changing any of the drives, access points, parking isles and the only question to address is, if they would have suitable access for Mr. Comly. Mr. Woodrow stated this would be addressed with Mr. Comly. Mr. Woodrow stated the current configuration for EMS and truck deliveries will be reviewed with Mr. Dixon and Mr. Comly.

Mr. Melograno wanted to know more about the parking spaces. Mr. Woodrow stated that the code currently calls for 184 required parking spaces, and there are currently 233

spaces available, so parking isn't an issue. Mr. Valiga requested this information be added to the plans.

Mr. Valiga wanted to know if they will be adding any energy efficiency options to the addition. Mr. Gianelle stated they intend on installing LED lighting, he stated they wanted to install a geothermal system but the school cannot afford it. Mr. Gianelle stated they looked at adding as many high-efficiency options as they could afford. Mr. Valiga suggested that they come back with a detailed list of all the energy-efficient add-ons for the addition. Mr. Gianelle stated the proposed addition would be much more energy efficient than the old building, but agreed he would submit a detailed energy-efficient list. Mr. Melograno agreed this would be helpful once they move on to the Board of Supervisors. Ms. Nunn wanted to know if they intend on installing a car charging station. Mr. Gianelle stated there were no plans to install one, but would put it on the agenda to review.

Ms. Pionzio stated that she plans on returning to the P.C. after they meet with Mr. Comly, Mr. Brown and Mr. Dixson and the second set of review letters are issued. Mr. Dixson stated McMahon may not come out with another review letter if the issues are resolved. Ms. Pionzio stated that they are hoping to come back to the P.C. in February, but will extend it to March if needed. Mr. Melograno wanted to know if the plans would be revised. Mr. Woodrow stated that he would revise the plans, if there are any major revisions, prior to coming back to the P.C.



**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:10 P.M.

Respectfully submitted,  
Patty Furber, Secretary



LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA

RESOLUTION NO. 2023- \_\_\_\_\_

541 STATION LANE – JESSICA & JOSEPH WARD (LD 22-08LL)  
FINAL PLAN – LOT LINE ADJUSTMENT

BACKGROUND

A. **JOSEPH WARD AND JESSICA WARD (“Applicants”)** are the owners of property listed as 541 Plymouth Road, with a mailing address of 541 Station Lane (TMP #39-00-03556-50-9), within the A-Residential Zoning District (the **“Ward Property”**).

B. **DAVID DOSKICZ-IVORY AND LAURA TALBOT-IVORY** (collectively, **“Ivory”**) are the owners of property located at 529 Plymouth Road (TMP #39-00-03556-00-5), within the A-Residential Zoning District (the **“Ivory Property”**).

C. The Ivory Property is designated as Lot #1 and the Ward Property is depicted as Lot #2, on a certain **“Lot Line Adjustment Plan”**, consisting of one (1) sheet, dated September 19, 2022, as prepared by R.L. Showalter & Associates, Inc. (the **“Plan”**).

D. The Plan depicts a lot line adjustment between Lot #1 and Lot #2, for land conveyance only with no proposed construction improvements. The Plan proposes the conveyance of approximately 7,405 square feet (0.17 acres) from Lot #1 to Lot #2.

E. The Applicants desire to obtain approval of the Plan from the Lower Gwynedd Township Board of Supervisors (the **“Board”**) in accordance with Section 508 of the Pennsylvania Municipalities Planning Code (the **“MPC”**).

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby grants approval of the Plan subject, however, to the following conditions:

1. Prior to the recording of the Plan, the Applicants shall revise the Plan to resolve, to the Township’s satisfaction, all issues set forth in the Gilmore & Associates, Inc. (**“Township Engineer”**) review letter dated January 6, 2023, which is incorporated herein by reference in its entirety.

2. Prior to the recording of the Plan, the Applicants shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the Township Planning Commission minutes of the January 18, 2023 meeting, the entire contents of which are incorporated herein by reference.

3. The cost of accomplishing, satisfying and meeting all of the terms and conditions and requirements of the Plan, notes to the Plan, and this Resolution, shall be borne entirely by the Applicants and shall be at no cost to the Township.

4. Pursuant to the provisions of the Pennsylvania Municipalities Planning Code, the Applicants have the right to accept or reject conditions imposed by the Board of Supervisors upon plan approval. In the absence of an appeal or a notice of rejection filed in writing within thirty (30) days from the date of this Resolution, the conditions set forth herein shall be deemed to have been accepted by the Applicants.

5. If the Township receives written notice of an appeal or rejection of any of the conditions set forth in this Resolution, this approval shall be deemed automatically rescinded and revoked and the application shall be considered denied based upon the failure to fully comply with all of the requirements sections set forth herein, all as authorized by Section 508 of the Pennsylvania Municipalities Planning Code.

**APPROVED** at the public meeting of the Lower Gwynedd Township Board of Supervisors held on January 25, 2023.

***ATTEST:***

***LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS***

\_\_\_\_\_  
**MIMI GLEASON, INTERIM TOWNSHIP MANAGER**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**

***Accepted By the Applicants:***

\_\_\_\_\_  
**JOSEPH WARD**

\_\_\_\_\_  
**JESSICA WARD**

**BOARD OF SUPERVISORS  
LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY PENNSYLVANIA**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY,  
COMMONWEALTH OF PENNSYLVANIA, REGULATING SPECIAL EVENTS AND  
REQUIRING THE ISSUANCE OF PERMITS FOR SPECIAL EVENTS**

**WHEREAS**, the Lower Gwynedd Township Board of Supervisors ("**Supervisors**") has met the procedural requirements of the Pennsylvania Second Class Township Code, 53 P.S. §65101, et. seq., for the adoption of this Ordinance, including holding a public hearing; and

**WHEREAS**, the Second Class Township Code authorizes the Supervisors to make and adopt ordinances that are consistent with the Constitution and the laws of the Commonwealth deemed necessary for the proper management, care and control of the Township, and the maintenance of peace, good government, health and welfare of the Township and its citizens; and

**WHEREAS**, the Supervisors find that the public interest, convenience and necessity require adoption of an ordinance regulating the conduct of special events such as parades, assemblies, fairs, etc., upon the Township streets, other rights-of-way and on Township property, and, in some instances, private property, providing procedures for the issuance of permits for special events, providing exemptions for certain special events from the permit requirements, providing for administrative fees and reimbursement of Township expenses, where applicable, and providing penalties in the event of violations; and

**WHEREAS**, the Supervisors desire to prevent any unauthorized events that obstruct, delay or interfere with the normal flow of pedestrian or vehicular traffic or do not comply with traffic laws and controls.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** and it is hereby ordained and enacted as follows:

**SECTION ONE. AMENDMENT.** The Codified Ordinances of Lower Gwynedd Township, Part Eight (Business Regulation and Taxation), Title Four (Business Regulation) is hereby amended to add the following new Chapter 842 entitled "Special Events":

**CHAPTER 842  
Special Events**

***§842.01. Title.***

This Chapter shall be known and may be cited as the Lower Gwynedd Township "Special Events Ordinance."

***§842.02. Purpose.***

It shall be unlawful for any person, as defined in this Chapter, to sponsor a special event as defined in this Chapter, within the limits of Lower Gwynedd Township, without first having made application and received permission to do so in accordance with the provisions of this Chapter and in the interest of the health, safety and welfare of the community.

***§842.03. Definitions.***

As used in this Chapter, the following terms shall have the meanings indicated:

***Applicant.*** Any person or any sponsoring organization seeking a Special Event Permit from the Township Manager in order to conduct or sponsor an event governed by this Ordinance. This term shall include, in the case of an organization applying for a Special Event Permit, an individual designated by such organization as the responsible contact person.

***Application.*** An application for a Special Event Permit.

***Assembly.*** A gathering, meeting or rally of one hundred (100) or more people without vehicles, which may interfere with the movement of vehicular or pedestrian traffic.

***First Amendment Activity.*** All expressive and associative activity that is protected by the United States and Pennsylvania Constitutions, including speech, press, assembly, and/or the right to petition. For purposes of this Ordinance, commercial advertising that is regulated by the Township Zoning Ordinance or elsewhere in The Township Code, is excluded from this definition.

***Parade.*** A march, procession or motorcade consisting of persons, animals or vehicles, or any combination thereof, upon any public street, sidewalk, alley or other street right-of-way in the Township, which obstructs, delays or interferes with the normal flow of pedestrian or vehicular traffic or does not comply with traffic laws or controls.

***Permittee.*** Any person or any sponsoring organization to whom a Special Event Permit is issued.

***Person.*** Any individual, firm, partnership, association, corporation, society, company or organization of any kind.

***Right-of-Way.*** A public street, alley or crosswalk, including bike and pedestrian paths.

***Special Event:*** A parade, assembly, athletic event, street fair, arts and crafts show, carnival, soap box derby, rally, concert, fundraiser, filming of commercials or movies, or any other organized group having a similar common purpose or goal proceeding in or upon any street, park, park land, open space, trail, parking lot, or other public or quasi-public place (including schools, both public and private) in the Township, and that could obstruct, delay or interfere with the normal flow of pedestrian or vehicular traffic or may not comply with traffic laws and controls. The term “Special Event” shall also include indoor or outdoor concerts, displays, fairs and athletic events occurring on private property and designed to attract large crowds such that the event may interfere with normal traffic flow.

***Special Event Permit:*** Any written authorization issued as required by this Ordinance for the conduct or performance of a Special Event.

***Township:*** Lower Gwynedd Township, Montgomery County, Pennsylvania.

***Township Manager:*** The Township Manager of Lower Gwynedd Township, or his or her designee, including but not limited to any other official or department of the Township.

***§842.04. Permit Required.***

A. Any person or organization seeking to conduct or sponsor a Special Event in the Township shall first obtain a Special Event Permit. A Special Event Permit shall not be required for the following:

(1) Funeral processions.

(2) A Special Event sponsored by the Township or a volunteer emergency services organization serving the Township, whether or not occurring exclusively on Township property.

(3) Any activity held solely on private property that does not require for its successful execution the provision and coordination of Township services to a degree equal to and/or over and above that which the Township routinely provides. An example of such an activity would be a yard sale.

(4) First Amendment Activity on Township streets or sidewalks that will not likely result in the obstruction of Township streets or sidewalks nor compromise the ability of the Township to respond to a public safety emergency.

(5) Wedding processions.

(6) Activities of governmental agencies.

(7) Academic activities incidental to the daily, routine function of an

educational institution located in the Township.

(8) Athletic activities held on the property of an educational institution as part of the institution's annual or seasonal athletic program.

B. A Special Event Permit shall not be issued for a Special Event to be held for the sole purpose of advertising any products, goods, wares, merchandise, or event, or designed to be purely for private profit.

***§842.05. Application for Permit***

A. Any person or organization intending to conduct or sponsor a Special Event shall apply to the Township Manager for a Special Event Permit, at least ninety (90) days in advance of the proposed Special Event. For good cause shown, the Township Manager shall have the discretion to consider an Application not timely filed or incomplete. The Application shall be made on a form provided by the Township. The Township Manager shall forward a copy of the Application to the Chief of Police, the Director of Public Works and the Director of Parks and Recreation, each of whom shall provide written comments to the Township Manager.

B. The following shall accompany the Application, except as otherwise provided herein:

(1) An indemnification agreement on a form provided by the Township, which shall be duly executed by the Applicant. The indemnification agreement shall require that the Applicant agrees to indemnify, defend and hold harmless the Township, its agents, officers, servants and employees, from and against any and all claims, loss, liability, causes of action or damages, including attorneys' fees, arising by reason of granting the Special Event Permit.

(2) An original certificate of general liability insurance ("COI") insuring the Special Event, in an amount to be determined by the Township based upon the nature of the activities to be conducted, the estimated number of attendees and the facilities to be utilized. The COI shall name the Township as an additional insured and must provide that the insurance policy shall not be cancellable without ten (10) days' prior written notice to the Township. The COI must be provided to the Township prior to the approval of the Application.

(3) A copy of each permit, license and/or approval (if any) required to be issued by any State, County or local agency, department, bureau or commission having jurisdiction (e.g., Montgomery County Department of Health) relating to the Special Event. All permits, licenses and approvals must be obtained, and a copy thereof provided to the Township Manager at least five (5) business days prior to the event.

(3) A non-refundable fee in an amount to be determined by the Board of

Supervisors by duly authorized resolution, as amended from time to time.

(4) Upon approval of the Application, the Applicant shall deposit with the Township an amount specified in the Township's Fee Schedule, in order to reimburse the Township for its estimated expenses for the Special Event, including, but not limited to, the cost of police protection, fire protection, emergency medical services, sanitary services, clean-up trash removal, and other necessary services.

(5) If a permitted Special Event exceeds the estimated time for the event as stated in the Application by more than one-half (1/2) hour, the Applicant shall pay an additional fee to the Township for such excess time, as set forth in the Township's Fee Schedule.

(6) A single temporary sign permit must be obtained for all banners, yard signs, directional or announcement signs, in compliance with the Lower Gwynedd Township Zoning Code. Signs shall not be erected more than fourteen (14) days prior to the event and must be removed within one (1) day after the conclusion of the Special Event.

(7) Written notification must be delivered by the Applicant or Permittee to all residences, businesses, property owners, institutions and facilities, identified by the Township Manager or Chief of Police, that could be directly affected by any road closures before, during or after a Special Event. Delivery of said written notification shall be by hand delivery or United States mail.

C. Any major changes in the activity from what was specified in the original Application (date, route, time, etc.) will necessitate a reapplication to be instituted by the Applicant without any additional fee being required.

D. A Special Event Permit shall contain a guarantee from the Applicant that the areas used for the event shall be made free of trash, debris, rubbish and equipment as soon after the conclusion of the Special Event as is reasonably possible. This cleanup shall include, but not be limited to, refreshments, signage, equipment, vehicles furniture, structures, tents, canopies and any litter or debris generated from the Special Event.

***§842.06. Issuance or Denial of Permit.***

A. After review of the Application and all applicable circumstances which may impact upon or be impacted by the proposed Special Event, the Township Manager may impose conditions on the Special Event based on the relevant circumstances of the specific proposed Special Event, which conditions would safeguard the health, safety and welfare of the Township residents or the attendees of the Special Event or would ensure compliance with other regulations of the Township Code.

B. An Application may be denied if, in the sole opinion of the Township Manager, the event could adversely affect the health, safety and welfare of the community or would violate any provision of the Township Code.

C. An Application will be reviewed and returned by the Township Manager to the Applicant within thirty (30) days from the date of its submission to the Township Manager, either approving the proposed Special Event (with or without conditions) or denying the proposed Special Event, specifying the reasons for the denial and the Applicant's right to appeal.

D. If an Application is denied, the Applicant may appeal the decision to the Township Board of Supervisors within ten (10) of the date of the denial, and the Township Board of Supervisors shall hear the appeal at its next regularly scheduled public meeting.

E. The Township Manager may require that additional police or traffic protection be provided, and the cost for such additional personnel shall be charged to the Permittee.

F. For a Special Event which will be held on property other than public right-of-way or Township-owned property, the Applicant must execute an acknowledgment and authorization permitting the Township's employees and/or officials to enter the property where the Special Event will be held to determine the accuracy of the submitted information and conditions before, during, and after the activities.

***§842.07. Revocation of Special Event Permit.***

The Township may revoke a Special Event Permit, either prior to or during a Special Event, if the Township determines that (i) the Application was inaccurate; or (ii) the Special Event fails to meet the conditions set by the Township; or (iii) the Special Event adversely affects the health, safety or welfare of the community. If revocation is ordered by the Township, the Permittee must cease operations immediately. Failure to do so may result in the issuance of appropriate citations to the Permittee and others.

***§842.08. Violations and penalties.***

A. Violations of this Chapter shall be enforced in accordance with the provisions of §810.99 of the Lower Gwynedd Township Code.

B. Any of the following shall constitute a violation of this Chapter:

(1) Conducting a Special Event without first obtaining a Special Event Permit; or

(2) Conducting a Special Event without adhering to any condition imposed



by the Township Manager in granting a Special Event Permit; or

(3) Failure to terminate a Special Event after notice to do so by the Township.

***§842.09. Interference with Parade or Other Special Event.***

A. No person shall knowingly join in any Parade or other Special Event, (i) in violation of any of the terms of the Special Event Permit; or (ii) without the prior consent of the Township; or (iii) in any manner interfere with the progress or orderly conduct of any permitted Parade or other Special Event.

B. The Township Police Department shall have the authority to prohibit or restrict the parking of vehicles along the street or portion thereof which is within the route of a Parade. The Police Department shall post signs giving notice of such restrictions and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof.

***§842.10. Other Code Provisions.***

All Township Code provisions are applicable to a Special Event.

***SECTION TWO. REPEALER.*** All Ordinances or parts of Ordinances inconsistent herewith or in conflict with any of the specific terms enacted hereby, to the extent of said inconsistencies or conflicts, are hereby specifically repealed.

***SECTION THREE. SEVERABILITY.*** In the event that any section, sentence, clause, phrase or word of this Ordinance shall be declared illegal, invalid or unconstitutional by any Court of competent jurisdiction, such declaration shall not prevent, preclude or otherwise foreclose enforcement of any of the remaining provisions of this Ordinance.

***SECTION FOUR. EFFECTIVE DATE.*** This Ordinance shall become effective five (5) days after its adoption.

**ENACTED AND ORDAINED** by the Lower Gwynedd Township Board of Supervisors this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**ATTEST:**

***LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS***

\_\_\_\_\_  
**MIMI GLEASON, INTERIM TOWNSHIP MANAGER**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**



February 2, 2023

**Request for Authorization to Advertise**

**Project Name:** 2023 Lower Gwynedd Mill & Overlay Project  
2023 Lower Gwynedd Ultra-Thin Bonded Wearing Course Project

**Project Description:**

The Lower Gwynedd Road Programs will consist of two (2) contracts including the Mill/Overlay Contract and the Ultra-Thin Bonded Wearing Course Project. The projects involve resurfacing the roads utilizing a traditional mill and overlay method or the placement of an ultra-thin bonded wearing course over the existing roadway surface. The roadways scheduled to be resurfaced are listed below.

**Project Locations:**

The work to be completed under the 2023 Lower Gwynedd Mill & Overlay Project is located along the following roads, including two (2) alternates:

Base Bid – Mill & Overlay

- Township Line Road – From Plymouth Road to End
- School House Lane – From Swedesford Road to Dekalb Pike (PA-202)
- Brights Lane – From Penllyn Pike to Pen Ambler Road

Alternates – Mill & Overlay

- School House Lane – From Dekalb Pike (PA-202) to Plymouth Road
- Gwynedd Avenue – From Gypsy Hill Road to gate at railroad.

The work to be completed under the 2023 Lower Gwynedd Ultra-Thin Bonded Wearing Course Project is located along the following roads, including two (2) alternates:

Base Bid – Ultra-Thin Friction Course

- Cindy Circle – From Brights Lane to Cul-de-Sac
- Brights Circle – From Brights Lane to Cul-de-Sac
- Knight Circle – From Brights Lane to Cul-de-Sac
- Knight Road – From Brights Lane to Buckley Road
- Buckley Road – From Knight Road to Brights Lane
- Buckley Circle – From Buckley Road to Cul-de-Sac
- Beaumont Place – Entire Road

Alternates – Ultra-Thin Friction Course

- Pennbrooke Lane – Entire Road
- Parsons Lane – Entire Road

**Project Timeline:**

Upon approval of the Request for Authorization to Advertise, it is anticipated that the bids will go out by the end of February and the bid opening for the 2023 Road Program will be held on March 30, 2023, with consideration for award at the first Board of Supervisors meeting in April.



February 2, 2023

File No. 20-07030

Mimi Gleason, Interim Township Manager  
Lower Gwynedd Township  
1130 N. Bethlehem Pike  
Spring House, PA 19477

Reference: Pen Ambler Park Improvements  
Request for Authorization to Advertise

Dear Ms. Gleason:

Gilmore & Associates, Inc. requests authorization to advertise the bid for the Pen Ambler Park Improvements project. The park improvements will consist of the reconstruction of the existing parking lot in accordance with the PA DEP approved capping plan. Additional improvements include re-grading, asphalt trail repairs and new parking lot line striping.

Upon approval of the Request for Authorization to Advertise, it is anticipated that the bids will go out by the end of February and the bid opening for the project will be held at the end of March, with consideration for award at an April Board of Supervisors meeting.

If you have any questions regarding the above, please contact this office.

Sincerely,

Edward Brown, P.E.  
Project Manager  
Gilmore & Associates, Inc.

EB/sl

cc: Fred Zollers, Public Works Director  
Jamie Worman, Assistant Manager  
Neil A Stein, Esq., Township Solicitor.  
James Hersh, P.E., Gilmore & Associates, Inc.

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
WEDNESDAY, JANUARY 25, 2023**

**SUPERVISORS:**

Danielle A. Duckett, Chairman  
Michael Twersky, Vice Chair  
Janine Martin - Absent  
Kathleen Hunsicker  
Tessie McNeely

**STAFF:**

Mimi Gleason, Interim Township Manager  
Jamie Worman, Assistant Township Manager  
Michelle Farzetta, Assistant Secretary  
Neil Stein, Esq., Solicitor  
James Hersh, Gilmore Associates Township Engineer  
Helen Lam, McMahan Traffic Engineer  
Fred Zollers, Director Public Works  
Paul Kenny, Police Chief

**Call to Order and Pledge of Allegiance**

The Chair called the hybrid meeting to order at 7:02 p.m. at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance.

**ANNOUNCEMENTS AND PRESENTATIONS**

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of personnel and litigation.

**PUBLIC COMMENTS**

Michael Vander Zwan, 6 Richards Way, asked for an update to his previous concerns regarding cell towers being installed to improve cell service in the area. Ms. Gleason explained that it would be late spring before we had any answers from Rise-Up Towers. Mr. Vander Zwan then asked if the BOS had seen the small cell service devices on telephone poles and if they would consider doing that, in lieu of a cell tower. Ms. Duckett stated that she will ask township staff to look into this. Mr. Vander Zwan stated he will ask those that signed his petitions for cell service to continue calling their carriers to complain in hopes that the carriers will participate with Rise Up to put a tower in place.

**BUILDING AND ZONING**

**Authorization to Advertise an Amendment to the Subdivision and Land Development Ordinance Relating to Tree Preservation, Maintenance and Replacement**

The Building and Zoning Subcommittee has recommended this ordinance to address concerns of tree cutting during subdivision and land development projects within the township. Ms. McNeely asked

if this applies to noxious trees, as we do have those in the township and they should be removed. Mr. Stein clarified that this ordinance will only relate to properties going through the land development process. Mr. Twersky made a motion, seconded by Ms. Hunsicker authorizing advertisement and to start the required review process. Motion passed 4-0.

**Authorization to Start the Ordinance Amendment Process and Advertise an Amendment to the Zoning Ordinance Regulating Flag Lots**

The Building and Zoning Subcommittee has recommended this ordinance which will require all access strips serving a flag lot to have a minimum width of 50 feet and a length not to exceed 300 feet, as measured from the street right-of way to the point where the lot achieves the minimum required width. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Hunsicker authorizing advertisement and to start the required review process. Motion passed 4-0.

**Approval of Easement from Beacon Capital for Public Access to and Maintenance of Public Fitness Courts at Spring House Innovation Park**

There were no questions or comments regarding this easement agreement, which will allow for public use of the fitness courts located at 727 Norristown Road owned by Beacon properties. Ms. Duckett made a motion, seconded by Mr. Twersky to approve the easement. Motion passed 4-0.

**Approval of Traffic Signal Easement Agreement from the YMCA for Improvements on McKean Road, Subject to Language Changes to be Approved by the Township Solicitor**

There were no questions or comments regarding this easement that will permit traffic signal improvements at 1325 McKean Road. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the easement subject to language changes to be approved by the Township Solicitor. Motion passed 4-0.

**Approval of Traffic Signal Easement Agreement from Janssen Pharmaceuticals, Inc. for Improvements on McKean Road**

There were no questions or comments regarding this traffic signal easement that grants access, construction, installation and any other work necessary to operate and maintain traffic signal devices at 1400 McKean Road. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the easement. Motion passed 4-0.

**Approval of a Temporary Construction Easement from Lower Gwynedd Township to 727 Norristown Road, LP. for Improvements on McKean Road**

There were no questions or comments regarding the temporary construction easement that allows access for improvements at the intersection of McKean Road and Stone House Road. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the easement. Motion passed 4-0.

**Approval of a Traffic Signal Easement from 727 Norristown Road, LP. To Lower Gwynedd Township for Improvements on McKean Road**

Ms. Gleason made note that there was a correction to this agenda item. Mr. Twersky asked for clarification regarding the traffic signal, as there should not be a flashing light. Ms. Lam stated that there will be a flashing beacon at the YMCA only. Ms. Duckett wanted a guarantee that this information is correct. Mr. Hersh stated that the information is in the PennDOT permit. Ms. Gleason

suggested a short presentation from Mr. Dixon at the next meeting for clarification on this project. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the traffic signal easement. Motion passed 4-0.

## GENERAL BUSINESS

### **Appointments to Volunteer Boards and Commissions**

Ms. Duckett explained that due to the resignation of Susan Smith-Oscilowski from the EAC there is now an opening. Brenda Doll submitted an application and currently serves as an associate member. Ms. Duckett made a motion to appoint Ms. Doll to the EAC for a one-year term, which will complete Ms. Oscilowski's term. Ms. Hunsicker seconded the motion. Motion passed 4-0.

The Board received a letter for the Wissahickon Library regarding the appointment of Linda Kennedy to the Library Board for a three-year term. Ms. Duckett made a motion, seconded by Ms. Hunsicker to appoint Linda Kennedy to the Library Board for a three-year term. Motion passed 4-0.

### **Approval of Proposals for Ingersoll Baseball Field Drainage Improvements and Conduit Installation**

Mr. Hersh stated that he and Ms. Worman met with Hummer Turfgrass Systems regarding the planned improvements to the baseball fields at Ingersoll Park. Hummer is a member of Costars; therefore, the project will not require the public bidding process. Weather permitting, the fields could be completed before spring, but it is more likely that the project will start in August and be ready for the fall season. The Little League is in agreement with this proposal. The total proposed cost for repairs is \$62,550. Ms. Duckett made a motion, seconded by Mr. Twersky to approve the proposal for improvements to the baseball fields at Ingersoll Park. Motion passed 4-0.

### **Approval to Buy Greendisk Receptacles to Recycle "technotrash"**

The EAC is seeking approval to work with Greendisk to recycle CD's, floppy disks, memory sticks and other difficult to recycle items. The "technotrash" recycling will run on the same schedule as the battery collection drives. The total cost will be \$350, which will cover three collection boxes, shipping, processing and recycling of the products. Ms. Duckett made a motion, seconded by Ms. McNeely approving the purchase of the receptacles for technotrash. Motion passed 4-0.

### **Amended Agenda Item- Authorization to Obtain Membership in the WeConserve Organization for EAC Member Training**

Ms. Duckett made a motion to amend the agenda to add authorization for an EAC membership. Ms. Hunsicker seconded the motion. Motion passed 4-0.

Ms. Gleason stated that the EAC would like a membership to WeConservePA. WeConservePA helps people care for, wisely use, and enjoy what nature offers. They help organizations to effectively and efficiently conserve land, protect and restore waterways, implement sustainable practices, and connect people to the outdoors. The membership is \$250. Ms. Hunsicker made a motion, seconded by Ms. Duckett authorizing membership. Motion passed 4-0.

### **Authorization to Advertise Special Events Ordinance**

Mr. Stein stated that this ordinance will permit a procedure for large events of 100 people or more with the exception of weddings, funerals and yard sales. There are no criminal penalties if there is a

January 25, 2023

violation, but a person can be fined. There will be a form to complete and an application fee. The BOS had a conversation as not everyone is in agreement and some have concerns as this could and will violate a person's first amendment rights. Ms. Duckett explained that the intent of this ordinance is to maintain the community's health and safety. Currently there is no permit required or procedures for large events. This will allow both police and EMS to be aware and available should an issue arise. Some concerns noted were noise restrictions, legislating something that does not need to be, whether simple guidelines could be established for large events, and the necessity of an ordinance. Kathy Morris, 6 Gypsy Way, asked what happens should an incident occur and they come back to the township. This ordinance will allow internal communication, so all departments are aware. Ms. Duckett made a motion seconded by Mr. Twersky to table this item, as Ms. Martin was not in attendance and feels she should give her input regarding this agenda item. Motion passed 4-0.

### **Approval of Deed of Dedication of Sunneytown Pike Right-of-Way to Montgomery County as Part of the Springhouse Intersection Improvements**

This deed of dedication is part of phase two for the Springhouse Intersection Improvement project. Mr. Twersky would like certainty that trees will not be removed along Norristown Road. There was also confusion regarding which side of the intersection this right of way applied to. Ms. Gleason again suggested a short presentation from McMahan to clarify this project and what the improvements will look like at its completion. The BOS agreed that this would be helpful. Ms. Duckett made a motion, seconded by Ms. McNeely to approve the deed of dedication. Motion passed 4-0.

### **Approval to submit Green Light Go Grant Application to Modernize the Traffic Signal at Trewellyn Avenue/Old Penllyn Pike & Penllyn Pike**

This project will modernize the traffic signal at Trewellyn Ave/Old Penllyn Pike and Penllyn Pike. The grant application will total \$253,776 with a match of \$63,444 coming from the Townships Traffic Impact Fund. Ms. Duckett made a motion, seconded by Ms. Hunsicker authorizing the submittal of the Green Light Go Grant. Motion passed 4-0.

### **Approval of Electronics Recycling and Shredding Event on April 1, 2023**

The township's annual Paper Shredding and Electronics Recycling Event has been scheduled for Saturday, April 1<sup>st</sup>. Township staff are seeking approval to move forward using Richter Mobile Shredding in the amount of \$2,400 for paper shredding and SAMR for electronic recycling in the amount of \$4,450. Ms. Duckett made a motion, seconded by Ms. McNeely to approve the proposals for the recycling event and set the date of April 1, 2023. Motion passed 4-0.

### **Receipt of Invoice History - October to December 2022**

The BOS received the Invoice history for October 2022 totaling \$684,087.81, November 2022 totaling \$390,075.28 and December 2022, totaling \$1,052,847.48. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Hunsicker to accept receipt of the invoice history. Motion passed 4-0.

### **Financials YTD and Balance Sheet - December 2022**

The BOS received the Year-to-date financials for December 2022. There were no questions or comments.

### **Approval of Minutes - December 13, 2022 and January 6, 2023**

January 25, 2023

The BOS received the minutes for both the December 13, 2022 regular meeting and January 6, 2023 re-organization meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Mr. Twersky to approve both sets of minutes. Motion passed 4-0.

### COMMITTEE REPORTS

**Parks and Recreation** – Ms. Hunsicker stated that the officers were nominated and an update on the master plan was discussed.

**EAC** – Mr. Twersky stated that they discussed the highlights of 2022 which included the bird walks, charging stations, tree giveaway, battery collection events and ramp cleanups. They also discussed the plans for 2023, which include Greendisk, a composting workshop, stormwater control and repairs to the Penllyn pollination garden.

**Historic Committee** – Ms. Duckett stated that they reviewed the Ingersoll Inspection Report and set a goal for identifying historical markers. Ms. McNeely referenced the committee minutes in the manager’s report regarding the Rohm and Haas building. She is hoping that it can be preserved.

**EMS** – The fire companies discussed their capital improvements and needs. They are to submit a list to Ms. Gleason by March 1<sup>st</sup> of their requests. This will then allow for real conversations at the April meeting. There was also a discussion regarding tax credits to the volunteer firefighters. There is a real estate tax credit and an EIT tax credit available. A flat maximum would have to be established by the township and would only apply to those who are Lower Gwynedd residents. Providing a stipend was also discussed, however the EIT tax credit would be the best route to go. Al Comly is going to Ambler borough council and hopes to encourage them to start the same process.

### STAFF UPDATES

Ms. Gleason – The EAC will hold a Backyard Birds Talk on February 10<sup>th</sup>. Tickets are available to purchase for the Flower Show. There will be tennis and pickle ball clinics in the spring and Sandi Feight has started the hiring process for Camp Counselor’s.

Chief Kenny – The CRU participated in a walk for MLK Day where they gave out hot chocolate. There was also a community breakfast at Normandy Farm that five invited students attended. They have done a scam presentation at Springhouse Estates. They will be going back to Gwynedd Estates and are working with Foulkeways to set a date. The police department has been receiving donations from residents for the CRU.

Mr. Zollers – Public Works has been working with the CRU and PECO to clean up the brush at the intersection of Gypsy Hill and Plymouth Road to make it safe. They have also moved the stop sign at John’s Lane to make it easier to see when turning. Ms. McNeely thanked him for installing the signs around the creeks.

Ms. Worman – There will be a comp plan meeting on Monday, January 30<sup>th</sup>.

### SUPERVISORS COMMENTS

There were no comments from the BOS other than Go Birds! from Mr. Twersky.

Ms. Duckett made a motion, seconded by Ms. Hunsicker to adjourn the meeting at 8:40 pm. Motion passed 4-0.

Respectfully submitted,



Michelle Farzetta  
Administrative Assistant

DRAFT