

**AGENDA**  
**MONTGOMERY TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**AUGUST 28, 2023**  
**7:00 P.M.**

[www.montgomerytp.org](http://www.montgomerytp.org)

Tanya C. Bamford  
Candyce Fluehr Chimera  
Annette M. Long  
Beth A. Staab  
Audrey R. Ware

Carolyn McCreary  
Township Manager

1. Call Meeting to Order
2. Pledge of Allegiance
3. Public Comment
4. Consent Agenda:
  - Minutes of the August 14, 2023 Meeting
  - Payment of the August 28, 2023 Bills

**Introduction:**

5. Appointment of Senior Committee Member – Darshan Bhatt

**Planning and Zoning:**

6. Penn Medicine Preliminary/Final Land Development Application

**Public Works:**

7. Authorization to Bid Basketball Court Improvements at Fellowship Park

**Parks and Recreation:**

8. Proposal for Feasibility Study of the Windlestrae Farmhouse

**Administration and Finance:**

9. Approval of Purchase and Installation of Switch Replacements for the Police Department
10. Montgomery County-Norristown Public Library Request for Funding
11. Ratification of Real Estate Tax Assessment Appeal Settlement – 976 Bethlehem Pike

**Old Business:**

12. Update on Zoning Hearing Board Application for The Venue at Montgomery Mall

**New Business:**

13. Department Reports
14. Committee Liaison Reports
15. Adjournment

**MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY**

Item #03

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<b>SUBJECT:</b>	Public Comment
<b>MEETING DATE:</b>	August 28, 2023
<b>BOARD LIAISON:</b>	
<b>INITIATED BY:</b>	Annette M. Long, Vice-Chairwoman

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**BACKGROUND:**

Persons wishing to make public comment during this meeting on any items not listed on the agenda may do so at this time.

Please come forward to the microphone and state your name and address for the record.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item #04

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SUBJECT: Consent Agenda  
MEETING DATE: August 28, 2023  
BOARD LIAISON:  
INITIATED BY:

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**BACKGROUND:**

**MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED for the following:**

- Minutes of the August 14, 2023 Board meeting
- Payment of Bills for August 28, 2023

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

## MINUTES OF MEETING MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS AUGUST 14, 2023

**1. Call to Order:** The August 14, 2023 action meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chair Candyce Fluehr Chimera called the meeting to order at 7:00 p.m.

**IN ATTENDANCE:**

Chair Candyce Fluehr Chimera  
Supervisor Tanya C. Bamford  
Supervisor Annette M. Long  
Supervisor Beth A. Staab  
Supervisor Audrey R. Ware  
Township Solicitor Sean Kilkenny, Esq.  
Township Manager Carolyn McCreary

**ALSO IN ATTENDANCE:**

Lt. William Peoples  
Fire Chief Bill Wiegman  
Director of Finance Brian Shapiro  
Director of Public Works Greg Reiff  
IT Systems Administrator Favian Zendejas  
Public Information Coordinator Derek Muller  
Recording Secretary Deborah A. Rivas

**2. & 3. Pledge of Allegiance and Announcements:** Following the Pledge of Allegiance, Ms. Chimera announced the following:

- National Night Out was held on Tuesday, August 1<sup>st</sup>. Thank you to the staff and vendors who participated and everyone who joined in the festivities. It was a great community event.
- The outdoor bocce courts at Friendship Park and the Community and Recreation Center are officially opened.
- Fall Recreation Programs are now posted and open for registration on MontCRC.com.
- The American Red Cross Blood Drive will be held on August 30<sup>th</sup> at the CRC.
- Montgomery Township is one of eight municipalities in Montgomery County that was recently awarded a "Green Light-Go" grant from PennDOT. The grant of \$528,260 will be used for the updated traffic signal equipment at Bethlehem Pike and English Village Dr./Gwynedd Crossing Drive.

**4. Public Comment:** Ms. Chimera called for public comment from the audience and there was none.

**5. Announcement of Executive Session** – Township Solicitor Sean Kilkenny, Esquire, announced that the Board of Supervisors met in Executive Session at 6:15 p.m. in the Township building earlier this evening to discuss two matters involving litigation and three personnel matters. Mr. Kilkenny stated that the topics discussed are legitimate subjects of an Executive Session under the Commonwealth of Pennsylvania's Sunshine Law.

**6. Consent Agenda:**

**MOTION:** Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the minutes of the July 10, 2023 Board meeting, the ratification of bills paid

**through July 24, 2023, the payment of bills for August 14, 2023, and Escrow Release #11 and End of Maintenance for Maple Dr/Crystal Rd Townhouse Project were approved as submitted.**

**Presentation:**

**7. American Red Cross Life Saving Award Presentation** – Chief Wiegman presented the timeline of the life-saving efforts made by various personnel to save the life of a gentleman who had suffered cardiac arrest at the Township’s community and recreation center in March of 2023. The swift and immediate actions of all parties resulted in saving the patient’s life and he made a full recovery. Laura Burke of the American Red Cross was present to award the American Red Cross Lifesaving Award to the following individuals:

Angelina Capozzi, MT CRC	Officer Peter Byrne, MTPD	Captain Andrew Backlund, DFS
FF Harry Reese, DFS	FF Jake Weltman, DFS	FF Anthony Rubas, DFS
FF Eoghan Lowry, DFS	John Ardiffe, Horsham	Amanda Csanady, Horsham
TJ Stressman, Horsham	John Schwartz, Horsham	

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried, the Board recognized the above individuals for their life-saving actions on March 16, 2023, at the Township’s Community and Recreation Center.**

**Parks and Recreation:**

**8. Bid Award – Concrete Work at the Community and Recreation Center -**

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried, the Board awarded the bid for the concrete replacement project at the Community and Recreation Center to T. Schiefer Contractors, Inc., the lowest responsible bidder based on the recommendation of D’Huy Engineering LLC, the Township consultant for the project.**

**9. Bid Award – Fellowship Park Improvement Project –**

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board awarded the bid for the Fellowship Park Improvement Project to Couzins, Inc., the lowest responsible bidder, in the amount of \$672,069.00 per the recommendation of Gilmore & Associates, Township Engineer.**

**Public Safety:**

**10. Intergovernmental Agreement – Bus Stop:** Lt. Peoples reported that 1.3 million students are transported by more than 21,000 school buses throughout Pennsylvania. A 47-day study of two school buses within the state was conducted in 2019. Cameras recorded 205 illegal stop-arm

passes or 2.18 violations per bus per day. In 2020, Governor Wolf signed House Bill 364 (now Act 38), allowing school districts to implement violator-funded stop-arm enforcement programs to enforce school bus-stopping laws and ensure the safety of Pennsylvania students. The camera systems use sensors and cameras when the bus overhead lights are flashing. If the cameras record a vehicle driving around the bus, the violation is recorded. That video evidence is passed on to local law enforcement. Officers then review the video evidence for further disposition, which includes the ability to issue citations to the owners of vehicles that fail to stop for flashing red signals on a school bus. On February 16, 2023, the North Penn School District Board of School Directors approved an agreement with BusPatrol America, LLC, to provide a stop arm signal arm enforcement system on their school buses. Staff is asking for the Board's consideration for the execution of an Intergovernmental Agreement between the Montgomery Township Police Department and the North Penn School District for the department to have primary authority/jurisdiction to enforce the school bus-stopping law captured on camera. Under public comment, Linda Block-Love of 136 Claremont Drive inquired if the civil penalty would add points to someone's driving record. Lt. Peoples stated that no points would be assigned under the civil penalty as the infraction was not witnessed firsthand by a police officer. Ms. Block-Love asked if this program precludes an officer who observes an infraction to then issue a traffic citation with points. Lt. Peoples stated that if an officer observes the infraction firsthand, then a ticket with points would be issued and if the same situation was captured on the camera program, the civil penalty would be dismissed. There would not be two penalties for the same infraction.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried, the Board authorized the execution of the Intergovernmental Agreement between the Montgomery Township Police Department and the North Penn School District.**

**11. Purchase of Crime Scene Mapping System:** Lt Peoples reported that in 2019, police departments in the North Penn region formulated the North Penn Crash Team. The team is comprised of area police officers with specialized crash reconstruction and related training. Officers assist area departments in the investigation of serious motor vehicle crashes. In 2021, the team identified equipment that would be beneficial in assisting members in reconstructing these serious motor vehicle crashes, including a laser mapping system. This unit accurately measures and collects data from objects, surfaces, buildings, and landscapes. The Montgomery Township Police Department undertook efforts to secure funding to purchase the system with assistance from Senator Collett, Representative Malagari, Representative Cerrato, and former Representative Stephens. This April the department was informed that it was awarded a Department of Community and Economic Development grant of \$76,941.00 to purchase a laser mapping system for the team. The Montgomery County DA's office recommended the same technology platform that is utilized by their team and other county law enforcement agencies, which is the Faro Laser Mapping System from ZNET Tech.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried, the Board authorized the contract for purchasing a Faro Laser Mapping System at a total cost of \$76,479.52, utilizing the grant monies awarded, per the quote received on June 8, 2023.**

**12. Purchase of New Pickup Truck for DFS Fire Marshal** – Chief Wiegman reported that the department budgeted \$120,000.00 in the 2023 Capital Plan for the purchase of a pick-up truck for the Fire Marshal's office. The Fire Department of Montgomery Township Relief Association (FDMT RA) currently owns Utility 18. This truck is underutilized by the FDMT RA. The FDMT RA is in the process of receiving a new Special Service pick-up truck to support the efforts of the fire department. The FDMT RA has agreed to sell Utility 18 to the Township for fair market value. The purchase of this truck from the FDMT RA will allow the DFS to purchase the needed truck without a long delivery time and at fair market value. The truck will be available for use by the FDMT when needed. The pick-up truck's fair market value is \$78,000.00 and the necessary equipment, upfit, and striping of the new pick-up truck is \$25,845.61.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board approved the purchase of a pick-up truck from the FDMT Relief Association at fair market value in the amount of \$78,000.00 and approved the purchase of the necessary equipment, upfit, and striping of the new pick-up truck in the amount of \$25,845.61 for a total cost of \$103,845.61.**

**13. Montgomery County Fire Services Recovery Grant – FDMT** – Chief Wiegman reported that the FDMT received notice that their application to the Montgomery County Fire Services Recovery Grant Program was approved. The FDMT was awarded \$26,622.00 and will utilize this money to assist in the purchasing of new turn-out gear for the members of the FDMT.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried, the Board approved the FDMT's grant award of \$26,622.00 through the Montgomery County Fire Services Recovery Grant Program.**

**Public Works:**

**14. Montgomery County Consortium Fuel Bid** – Mr. Reiff reported that the Township can purchase petroleum products from the Montgomery County Consortium Fuel Contract. The contract has been awarded to Petroleum Traders Corporation. The contract is valid for one year and will run from September 1, 2023, to August 31, 2024.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board approved the Township's participation in the Montgomery County Consortium Fuel Contract awarded to Petroleum Traders Corporation for the purchase of petroleum products for a period of one year ending on August 31, 2024.**

**15. Advertise Bid for Stormwater Infrastructure Maintenance Projects** – Mr. Reiff reported that the Township has included improvements to various storm sewer infrastructures throughout the Township in the 2023 Capital Investment Plan. Gilmore & Associates has recommended that the work be completed at the following storm sewer basin locations: 108 Oxford Lane, 110 & 112 Addison Lane, and Magdalena Lane in compliance with MS4 Storm Water Compliance. Competitive bids will be solicited utilizing the PennBid website.



**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board authorized the advertisement of the bid for storm sewer infrastructure improvements utilizing PennBid.**

**Planning:**

**16. Review of Zoning Hearing Board Applications:** Ms. McConnell identified the pending hearings before the September 6, 2023 Zoning Hearing Board. Application 23080001 is for Mary Mother of the Redeemer Church at 1325 Upper State Road for relief to install a new proposed monument sign. Application #23080002 – is for Daniel and Caitlin Lynch for a variance to install a six-foot solid privacy fence.

**Board consensus was not to enter an appearance for the applications, allowing the Zoning Hearing Board to render decisions based on the testimony presented.**

**17. Ratification of Township's Position for the Zoning Hearing Board Application – The Venue at Montgomery Mall –** Ms. McCreary reported that the applicant seeks to expand the use variance granted on May 19, 2023, related to indoor recreation/entertainment, to now permit BYOB events. Staff is seeking ratification of the Board's prior opposition to the application and decision to send the Solicitor to the hearing to oppose the application or in the alternative, authorize the Township staff and Solicitor to discuss the matter with the applicant and their attorney to determine if conditions can be agreed to that would satisfy the Township's concerns related to the BYOB use. Ms. McCreary stated that she polled the Board members and a majority concurred to send the Township Solicitor to oppose the variance. Ms. Bamford and Ms. Staab were in favor of permitting the BYOB, stating that it will help bring foot traffic to the mall and the vendor may not be able to sustain the business if it is not permitted. Ms. Chimera, Ms. Long and Ms. Ware were not in favor of permitting the BYOB, stating that they had security concerns with no bartender and no oversight of the consumption of alcohol, as well as the claim of hardship since they had signed a lease stating no alcohol would be permitted. Discussion followed and a majority of the Board agreed that if the Township and the applicant met to develop conditions that would be acceptable to the Township, then this should be pursued. If conditions cannot be agreed to, then the Township Solicitor should represent the Township at the Zoning Hearing Board to oppose the application.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and carried by a vote of 4 to 1, with Ms. Bamford opposing, the Board opposed the Zoning Hearing Board application for The Venue at Montgomery Mall and agreed to send the Solicitor to represent the Township in opposition to the application, unless conditions suitable to the Township's concerns related to the BYOB use, could be agreed upon in advance, resulting in the withdrawal of the authorization to send the Solicitor to oppose, but instead authorize the Solicitor to appear at the hearing to ensure such conditions are presented to the Zoning Hearing Board for consideration.**



**Administration and Finance:**

**18. Authorization to Advertise Single-Use Plastics Reduction Ordinance:** Ms. McCreary reported that last year the EAC proposed a ban on single-use plastics. In May 2022 the Board adopted a resolution encouraging voluntary participation in reducing the use of single-use plastics. The Township is now able to have an ordinance in place to reduce/eliminate single-use plastics. The ordinance has been prepared by the Solicitor's office and has been reviewed by the EAC. Staff recommends the Board authorize advertisement. A discussion regarding dates, fees, and fines was held. Under public comment, Linda Block-Love of 136 Claremont Drive stated that the EAC had suggested \$.15 per bag as it was shown to be the number that drove the behavior of residents to begin using their own bags. Also, the EAC felt that January 1<sup>st</sup> was a good date to begin as it would be the same date as the King of Prussia Mall. Jonathan Katz, a member of the EAC, thanked the Board for their support of the ordinance. Mr. Katz stated that other municipalities are looking at Montgomery Township as a leader in this regard. To give businesses time to recover from the holiday shopping season and go through their inventory, the Board agreed to make the effective date of the ordinance coincide with Earth Day, April 22, 2024.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Staab, and unanimously carried, the Board authorized the advertisement of the Single-Use Plastics Reduction Ordinance, as amended.**

**19. Resolution 2013-13 – Support of Grant Application to DCED –** Ms. McCreary reported that the current round of funding for the Multimodal Transportation Fund grant program closed on July 31, 2023. The Township made an application to the program and included a match to improve our opportunity in this competitive environment. The project would involve the installation of a sidewalk on Stump Road beginning across from the Village Shopping Center to ultimately connect to the Community and Recreation Center. The project also proposes to install a rectangular rapid flashing beacon (RRFB). A resolution must be adopted by the Board and submitted as an exhibit.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board adopted Resolution No. 2023-13 supporting the grant application to the DCED Multimodal Transportation Fund Program for the installation of sidewalk and Rectangular Rapid Flashing Beacons and pedestrian improvements along Stump Road.**

**20. Resolution 2013-14 – Support of Grant Application to Montgomery County Transportation Program –** Ms. McCreary reported that the new round of applications to the Montgomery County Transportation Program was open with applications due by July 28, 2023. The CTP uses revenues from the \$5.00 County vehicle registration fee to expand the reach of transportation investment and achieve the goals for the County's comprehensive plan. As part of the Township's continuing efforts to promote walkability, the staff has identified a gap along Stump Road and is seeking the Board's consensus to include this in the Capital Investment Plan. The project would involve the installation of a sidewalk on Stump Road beginning across from the Village Shopping Center to ultimately connect to the Community and Recreation Center. The project also proposes to install a rectangular rapid flashing beacon (RRFB). A resolution needs to be adopted to formally support the application.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board adopted Resolution No. 2023-14 supporting the grant application to the Montgomery County Transportation Program for the installation of sidewalk and Rectangular Rapid Flashing Beacons and pedestrian improvements along Stump Road.**

**21. Appoint Voting Delegate for Pennsylvania Municipal League** – Ms. McCreary reported that per its bylaws, as a member of the Pennsylvania Municipal League, the Township is entitled to appoint a voting delegate and alternate to serve at the annual resolutions committee and annual business meetings. Staff recommends the Board appoint the Township Manager as the voting delegate and the Chairwoman as the alternate delegate.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried, the Board appointed the Township Manager and Board of Supervisors Chairwoman as the voting delegate and alternate delegate, respectively.**

**22. Award Bid for Leaf and Yard Waste Collection and Disposal** – Ms. McCreary reported that staff received and opened bids on August 9, 2023. One bid was received from Solid Waste Services, Inc. d/b/a J.P. Mascaro & Sons. The bid total for one year was \$35,400.00, for two years \$73,560.00, and for three years \$114,876.00. The Board was concerned about the large increase in cost since the previous three-year contract was \$69,825. Under public comment, Albert DeGennaro, Counsel for J.P. Mascaro & Sons stated that the industry-wide costs have gone up significantly over the past several years as evidenced in the report he provided to the Board. Discussion followed and it was agreed that the DEP 904 Recycling Performance Grant Program does help to offset the cost of this program for the residents. The Board consensus was to award a two-year contract.

**MOTION: Upon motion by Ms. Long, seconded by Ms. Bamford, and carried by a vote of 4 to 1 with Ms. Chimera opposing, the Board awarded the bid for Residential Leaf and Yard Waste Collection and Disposal to Solid Waste Services, Inc. d/b/a J.P. Mascaro & Sons, for a two-year contract in the amount of \$73,560, beginning on November 1, 2023, and ending on October 31, 2025.**

**23. Allocation of ARPA Funds to Capital Reserves Fund** – Mr. Shapiro reported that in 2021 and 2022, the Township received \$2,742,894.57 in ARPA (American Rescue Plan Act) monies. The initial guidelines required the money to be used for specific purposes. At that time, the Township identified various storm sewer projects that these monies could fund. In 2022 the Treasury released a Final Rule regarding how municipalities, that received \$10 million or less in ARPA funding, can utilize the replacement of lost public sector revenue provision. The Final Rule allows recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients who select the standard allowance may use that amount for government services. In the 2021 and 2022 report filings, the Township preserved its right to choose this provision, as stormwater projects had yet to commence. The ARPA monies need to be spent by December 31, 2024, or the Treasury will reclaim the money. As the Township starts the various

stormwater projects, the Township would like to transfer these monies into the Capital Fund and finalize the ARPA documentation as a one-time standard amount allowance of revenue loss.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford, and unanimously carried, the Board authorized the transfer of ARPA funds to the Capital Reserve Fund and designated \$2,742,894.57 for stormwater purposes.**

**24. Ratification of Real Estate Tax Appeal Settlement – 277 DeKalb Pike** – Mr. Shapiro reported that in 2020, the owners of the property at 277 Dekalb Pike filed an assessment appeal. The assessed value of the property is \$2,080,430.00. The proposed settlement negotiated between the School District and the Taxpayer resulted in the Township issuing a refund of \$707.83 (\$270.54 for tax year 2021, and \$437.29 for tax year 2022).

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Ware, and unanimously carried, the Board approved the stipulated settlement for 277 Dekalb Pike, and authorized the Township Solicitor to execute the document on behalf of the Township.**

**25. Ratification of Real Estate Tax Appeal Settlement – 1110 Bethlehem Pike:** Mr. Shapiro reported that in 2022, the owners of the property at 1110 Bethlehem Pike filed an assessment appeal. The assessed value of the property is now \$4,752,000.00. The proposed settlement negotiated between the School District and the Taxpayer resulted in the Township issuing a refund of \$7,803.39 (\$3,557.14 for tax year 2022, and \$4,246.25 for tax year 2023).

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Ware, and unanimously carried, the Board approved the stipulated settlement for 1110 Bethlehem Pike, and authorized the Township Solicitor to execute the document on behalf of the Township.**

**Old Business** – Ms. McCreary reported that the new Dog Park bid specifications are live on the PennBid website with a bid opening scheduled for September 15, 2023. The anticipated start date for the project would be October with an approximate completion date of early December.

Ms. Staab stated that she would like to review the “mowing map” with Township staff to see where we currently mow and where we might be able to stop mowing. Mr. Reiff indicated that over the past several years, there has been a reduction in the areas that the Township mows.

**14. Adjournment:** Upon motion by Ms. Chimera and seconded by Ms. Long, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary



Montgomery Township, PA

# My Check Report

By Check Number

Date Range: 08/14/2023 - 08/24/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: POOL AP-APBNK</b>						
00001202	Airgas, Inc.	08/14/2023	Regular	0.00	380.43	95870
100000814	Amazon.com Services, Inc	08/14/2023	Regular	0.00	306.79	95871
100001828	Aramsco, Inc.	08/14/2023	Regular	0.00	1,088.58	95872
100001876	AT&T	08/14/2023	Regular	0.00	114.43	95873
00000340	B Safe Inc.	08/14/2023	Regular	0.00	10.00	95874
00001159	Construction Demolition	08/14/2023	Regular	0.00	950.25	95875
100000469	Fishers Ace Hardware	08/14/2023	Regular	0.00	74.66	95876
00001852	G.L. Sayre, Inc.	08/14/2023	Regular	0.00	705.52	95877
00000193	George Allen Portable Toilets, Inc.	08/14/2023	Regular	0.00	880.00	95878
00001323	Glick Fire Equipment Company Inc	08/14/2023	Regular	0.00	323.59	95879
00001784	Google Inc.	08/14/2023	Regular	0.00	18.00	95880
00000229	Grainger	08/14/2023	Regular	0.00	267.75	95881
00000903	Home Depot Credit Services	08/14/2023	Regular	0.00	27.71	95882
00000102	Interstate Battery Systems of	08/14/2023	Regular	0.00	99.95	95883
00000257	John R. Young & Company	08/14/2023	Regular	0.00	758.45	95884
PAYR-Keystone	Keystone Consulting Group	08/14/2023	Regular	0.00	183.12	95885
00001706	Lowe's Companies Inc.	08/14/2023	Regular	0.00	31.49	95886
01114	M. Dobron & Sons, Inc.	08/14/2023	Regular	0.00	58,066.16	95887
00001330	McCallion Staffing Specialists	08/14/2023	Regular	0.00	734.40	95888
PAYR-IAFF	Montgomery Township Professional	08/14/2023	Regular	0.00	526.04	95889
03214651	Napa Auto Parts	08/14/2023	Regular	0.00	-76.70	95890
03214651	Napa Auto Parts	08/14/2023	Regular	0.00	76.70	95890
100001650	New Era Technology	08/14/2023	Regular	0.00	966.25	95891
00000270	Nyce Crete and Landis Concrete	08/14/2023	Regular	0.00	76.82	95892
00000388	Pennsylvania One Call System, Inc.	08/14/2023	Regular	0.00	435.20	95893
100000755	Petroleum Traders Corp.	08/14/2023	Regular	0.00	1,893.22	95894
100000780	Rhythm Engineering	08/14/2023	Regular	0.00	150.00	95895
00000653	Scatton's Heating & Cooling, Inc.	08/14/2023	Regular	0.00	1,418.61	95896
00000465	Shapiro Fire Protection Company	08/14/2023	Regular	0.00	1,023.86	95897
00000833	Sherwin Williams Company	08/14/2023	Regular	0.00	51.17	95898
100001265	Stacey A Rymiewicz	08/14/2023	Regular	0.00	178.08	95899
100000290	Triad Truck Equipment	08/14/2023	Regular	0.00	-740.00	95900
100000290	Triad Truck Equipment	08/14/2023	Regular	0.00	740.00	95900
00000040	Verizon	08/14/2023	Regular	0.00	289.00	95901
100000331	BSN Sports, LLC	08/16/2023	Regular	0.00	399.99	95902
00000035	Deborah A Rivas	08/16/2023	Regular	0.00	48.00	95903
100001991	Eurofins Environmental Testing	08/16/2023	Regular	0.00	295.00	95904
100001047	First Student, Inc	08/16/2023	Regular	0.00	1,575.00	95905
00002052	Foremost Promotions	08/16/2023	Regular	0.00	31.41	95906
100001744	Fundamental Tennis	08/16/2023	Regular	0.00	2,042.00	95907
00000188	Galls, an Aramark Co., LLC	08/16/2023	Regular	0.00	243.99	95908
100000573	Gillidsystems	08/16/2023	Regular	0.00	470.00	95909
01102	Jenny Lo	08/16/2023	Regular	0.00	400.00	95910
00001330	McCallion Staffing Specialists	08/16/2023	Regular	0.00	795.60	95911
100001567	Omega Systems Consultants, Inc.	08/16/2023	Regular	0.00	5,715.00	95912
00001812	Robert J. Johnson Jr.	08/16/2023	Regular	0.00	515.52	95913
00001618	Sealmaster	08/16/2023	Regular	0.00	5,726.44	95914
00000038	Verizon Wireless Services, LLC	08/16/2023	Regular	0.00	560.13	95915
00000038	Verizon Wireless Services, LLC	08/16/2023	Regular	0.00	4,989.15	95916
100001315	Yi Lin	08/16/2023	Regular	0.00	185.00	95917
100002231	Adam J. Morrow	08/24/2023	Regular	0.00	250.00	95918
100002231	Adam J. Morrow	08/24/2023	Regular	0.00	150.00	95919
100000892	Adam Zwislewski	08/24/2023	Regular	0.00	350.00	95920
100000892	Adam Zwislewski	08/24/2023	Regular	0.00	350.00	95921

## My Check Report

Date Range: 08/14/2023 - 08/24/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
100000876	Alexander J. Deangelis	08/24/2023	Regular	0.00	50.00	95922
100001754	Alexander L. Avallon III	08/24/2023	Regular	0.00	50.00	95923
100001754	Alexander L. Avallon III	08/24/2023	Regular	0.00	150.00	95924
00000345	Alphagraphics Lansdale	08/24/2023	Regular	0.00	186.35	95925
100000814	Amazon.com Services, Inc	08/24/2023	Regular	0.00	2,473.24	95926
100000888	Andrew Weiner	08/24/2023	Regular	0.00	200.00	95927
100000888	Andrew Weiner	08/24/2023	Regular	0.00	150.00	95928
100001890	Angel G. Mejias	08/24/2023	Regular	0.00	550.00	95929
100001890	Angel G. Mejias	08/24/2023	Regular	0.00	650.00	95930
100002037	Anthony Rubas	08/24/2023	Regular	0.00	31.79	95931
100001978	Anthony Zirpoli	08/24/2023	Regular	0.00	100.00	95932
100001978	Anthony Zirpoli	08/24/2023	Regular	0.00	100.00	95933
00000340	B Safe Inc.	08/24/2023	Regular	0.00	305.33	95934
100001244	Brandi Blusiewicz	08/24/2023	Regular	0.00	200.00	95935
100001244	Brandi Blusiewicz	08/24/2023	Regular	0.00	150.00	95936
100001080	Brian Graber	08/24/2023	Regular	0.00	200.00	95937
100001080	Brian Graber	08/24/2023	Regular	0.00	150.00	95938
100001631	Bridge Global Services	08/24/2023	Regular	0.00	272.20	95939
00000072	Canon Financial Services, Inc	08/24/2023	Regular	0.00	2,002.19	95940
100000878	Carl F. Herr	08/24/2023	Regular	0.00	100.00	95941
100000878	Carl F. Herr	08/24/2023	Regular	0.00	100.00	95942
100001879	Carlos A. Gonzalez Jr	08/24/2023	Regular	0.00	100.00	95943
00001601	CDW Government, Inc.	08/24/2023	Regular	0.00	187.16	95944
01121	Ciox Health	08/24/2023	Regular	0.00	84.85	95945
00000363	Comcast	08/24/2023	Regular	0.00	819.79	95946
00000335	Comcast Corporation	08/24/2023	Regular	0.00	1,507.91	95947
00001460	DJB Specialties, Inc.	08/24/2023	Regular	0.00	2,233.28	95948
100000893	Donald B. Tucker III	08/24/2023	Regular	0.00	50.00	95949
00000120	DVWCT Delaware Valley WC Trust	08/24/2023	Regular	0.00	41,162.00	95950
100001991	Eurofins Environmental Testing	08/24/2023	Regular	0.00	147.50	95951
01063	Evident, Inc	08/24/2023	Regular	0.00	32,750.00	95952
100000906	FBI Leeda	08/24/2023	Regular	0.00	1,590.00	95953
100001930	FBINAA Eastern PA Chapter	08/24/2023	Regular	0.00	50.00	95954
00000900	FDMTRA - Fire Department of	08/24/2023	Regular	0.00	78,000.00	95955
100001602	Frank J. Blusiewicz Jr	08/24/2023	Regular	0.00	200.00	95956
100001602	Frank J. Blusiewicz Jr	08/24/2023	Regular	0.00	250.00	95957
03214568	Fulton Cardmember Services	08/24/2023	Regular	0.00	990.48	95958
00000188	Galls, an Aramark Co., LLC	08/24/2023	Regular	0.00	876.99	95959
00000817	Gilmore & Associates, Inc.	08/24/2023	Regular	0.00	29,915.33	95960
00001323	Glick Fire Equipment Company Inc	08/24/2023	Regular	0.00	87.00	95961
00441122	Horsham Car Wash	08/24/2023	Regular	0.00	348.00	95962
100001808	IAFC	08/24/2023	Regular	0.00	425.00	95963
100001994	John Bereschak	08/24/2023	Regular	0.00	50.00	95964
100001994	John Bereschak	08/24/2023	Regular	0.00	50.00	95965
100000881	John H. Mogensen	08/24/2023	Regular	0.00	150.00	95966
100000881	John H. Mogensen	08/24/2023	Regular	0.00	100.00	95967
100000554	Keith Grierson	08/24/2023	Regular	0.00	100.00	95968
100000554	Keith Grierson	08/24/2023	Regular	0.00	50.00	95969
100001592	Kilkenny Law, LLC	08/24/2023	Regular	0.00	5,098.50	95970
100001661	Kyle W. Stump	08/24/2023	Regular	0.00	150.00	95971
100001661	Kyle W. Stump	08/24/2023	Regular	0.00	200.00	95972
100002121	Lauren K Maxwell	08/24/2023	Regular	0.00	50.00	95973
100002121	Lauren K Maxwell	08/24/2023	Regular	0.00	100.00	95974
00001706	Lowe's Companies Inc.	08/24/2023	Regular	0.00	23.73	95975
100002165	Luke Kirchner	08/24/2023	Regular	0.00	50.00	95976
00001330	McCallion Staffing Specialists	08/24/2023	Regular	0.00	795.60	95977
100002177	Michael Bean	08/24/2023	Regular	0.00	200.00	95978
100000875	Michael H. Bean	08/24/2023	Regular	0.00	150.00	95979
100001926	Michael J. Kunzig	08/24/2023	Regular	0.00	150.00	95980
100000885	Michael Shearer	08/24/2023	Regular	0.00	50.00	95981
00000324	Moyer Indoor / Outdoor	08/24/2023	Regular	0.00	166.95	95982

## My Check Report

Date Range: 08/14/2023 - 08/24/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00000356	North Wales Water Authority	08/24/2023	Regular	0.00	78.71	95983
100001969	ODP Business Solutions, LLC	08/24/2023	Regular	0.00	301.94	95984
100001567	Omega Systems Consultants, Inc.	08/24/2023	Regular	0.00	9,947.68	95985
100002222	PA Department of Transportation	08/24/2023	Regular	0.00	67.00	95986
100000039	PA Turnpike Toll By Plate	08/24/2023	Regular	0.00	27.00	95987
100002199	Patrick Kerr	08/24/2023	Regular	0.00	250.00	95988
100002199	Patrick Kerr	08/24/2023	Regular	0.00	100.00	95989
100002003	Patriot Workwear	08/24/2023	Regular	0.00	511.50	95990
00000397	PECO Energy	08/24/2023	Regular	0.00	9,867.37	95991
100000755	Petroleum Traders Corp.	08/24/2023	Regular	0.00	1,911.14	95992
100001234	Platelogiq, LLC	08/24/2023	Regular	0.00	36,815.00	95993
00000252	Pure Cleaners	08/24/2023	Regular	0.00	697.95	95994
100001637	Quill LLC	08/24/2023	Regular	0.00	82.98	95995
100001010	Rachel Gibson	08/24/2023	Regular	0.00	350.00	95996
100001010	Rachel Gibson	08/24/2023	Regular	0.00	150.00	95997
100000886	Rachel Troutman	08/24/2023	Regular	0.00	150.00	95998
100000886	Rachel Troutman	08/24/2023	Regular	0.00	50.00	95999
00906102	Ready Refresh	08/24/2023	Regular	0.00	70.28	96000
00000437	Rental World	08/24/2023	Regular	0.00	471.28	96001
100002129	Robert H. Grunmeier II	08/24/2023	Regular	0.00	100.00	96002
100002129	Robert H. Grunmeier II	08/24/2023	Regular	0.00	50.00	96003
00000465	Shapiro Fire Protection Company	08/24/2023	Regular	0.00	249.48	96004
100000790	Shoen Safety & Training	08/24/2023	Regular	0.00	450.00	96005
00001394	Standard Insurance Company	08/24/2023	Regular	0.00	8,614.40	96006
100000701	Staples Business Credit	08/24/2023	Regular	0.00	129.09	96007
100002017	TD Card Services	08/24/2023	Regular	0.00	5,501.54	96008
100002215	Telford Veterinary Hospital	08/24/2023	Regular	0.00	93.36	96009
100000029	The Pennsylvania State University	08/24/2023	Regular	0.00	549.00	96010
00000506	Trans Union LLC	08/24/2023	Regular	0.00	136.58	96011
100000290	Triad Truck Equipment	08/24/2023	Regular	0.00	370.00	96012
100000408	Vault Health	08/24/2023	Regular	0.00	41.60	96013
00000040	Verizon	08/24/2023	Regular	0.00	39.53	96014
00000040	Verizon	08/24/2023	Regular	0.00	67.37	96015
100000854	Vinay P. Setty	08/24/2023	Regular	0.00	350.00	96016
100000854	Vinay P. Setty	08/24/2023	Regular	0.00	350.00	96017
100000891	Vincent Zirpoli	08/24/2023	Regular	0.00	380.00	96018
100000891	Vincent Zirpoli	08/24/2023	Regular	0.00	280.00	96019
00001329	Weldon Auto Parts	08/24/2023	Regular	0.00	76.70	96020
100001888	William Tuttle	08/24/2023	Regular	0.00	50.00	96021
00001084	Witmer Associates, Inc.	08/24/2023	Regular	0.00	171.00	96022

## Bank Code POOL AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	219	153	0.00	385,519.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-816.70
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>219</b>	<b>155</b>	<b>0.00</b>	<b>384,702.41</b>

**All Bank Codes Check Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	219	153	0.00	385,519.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-816.70
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>219</b>	<b>155</b>	<b>0.00</b>	<b>384,702.41</b>

**Fund Summary**

Fund	Name	Period	Amount
99	Claim on Pooled Cash	8/2023	384,702.41
			<b>384,702.41</b>



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item #05

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SUBJECT:	Appointment of Senior Committee Member - Darshan Bhatt
MEETING DATE:	August 28, 2023
BOARD LIAISON:	Audrey R. Ware, Senior Committee Liaison
INITIATED BY:	Audrey R. Ware, Supervisor

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**BACKGROUND:**

With the resignation of Barbara Galante, the Senior Committee currently has a vacancy. The committee received a letter of interest from Darshan Bhatt, a Township resident and advocate for seniors. Mr. Bhatt has attended two committee meetings and is asking the Board to consider appointing him to the Senior Committee. In your packet are his volunteer committee application and letter of interest.

Mr. Bhatt was recommended for consideration by the members of the Senior Committee and is here this evening to introduce himself to the Board of Supervisors and answer any questions you may have.

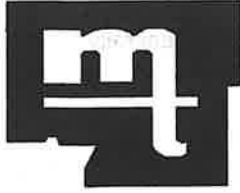
**RECOMMENDATION:**

Staff recommends the Board of Supervisors appoint Darshan Bhatt to the Senior Committee.

**MOTION/RESOLUTION:**

**Motion** to appoint Darshan Bhatt to the Senior Committee for the remainder of the one-year term which expires on January 1, 2024.

- |    |   |                  |
|----|---|------------------|
| 1) | Motion by: _____                        | Second by: _____ |
| 2) | Chairwoman will ask for public comment. |                  |
| 3) | Chairwoman will call for a vote.        |                  |



Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936  
Phone: (215) 393-6900, Fax: (215) 855-6656  
Email: [generalinfo@montgomerytwp.org](mailto:generalinfo@montgomerytwp.org)  
<http://www.montgomerytwp.org>

## **VOLUNTEER COMMITTEE APPLICATION**

*Volunteer Committees play a key role in helping maintain the quality of life in Montgomery Township. Residents can volunteer their time to help with Autumn Festival, review development plans, and offer expertise on environmental issues. The Township welcomes volunteers! Please consider volunteering your time on one of the following committees. A brief description of each committee is included on the next two pages. We keep all applications on file for review when vacancies occur. Tune into Channel 22 (Comcast), Channel 34 (Verizon), Montgomery Township Website, or Montgomery Township's E-News for a listing of current vacancies.*

*Thank you for your interest in helping your community!*

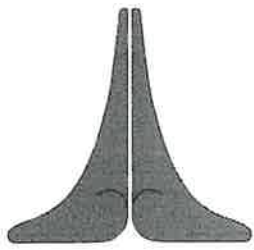
### **Applicant Information**

Full Name: BHATT DARSHAN  
First M.I.  
Address: Street Address Apartment/Unit #  
LANSDALE PA 19446  
Home Phone:                      E-Mail Address                     

**PLEASE INCLUDE A CURRENT RESUME WITH THIS FORM.**

### **CHECK ALL OF THOSE OF INTEREST:**

- |   |  |
|---|--|
| <input type="checkbox"/> Autumn Festival Committee                        | <input type="checkbox"/> Pension Fund Advisory Committee         |
| <input type="checkbox"/> Business Development Partnership (BDP)           | <input type="checkbox"/> Planning Commission                     |
| <input type="checkbox"/> Community & Recreation Center Advisory Committee | <input type="checkbox"/> Public Safety Committee                 |
| <input type="checkbox"/> Environmental Advisory Committee                 | <input type="checkbox"/> Sewer Authority                         |
| <input type="checkbox"/> Finance Committee                                | <input checked="" type="checkbox"/> Senior Volunteer Committee   |
| <input type="checkbox"/> Human Relations Commission                       | <input type="checkbox"/> Ready for 100 Ad-Hoc Advisory Committee |
| <input type="checkbox"/> Open Space Committee                             | <input type="checkbox"/> Shade Tree Commission                   |
| <input type="checkbox"/> Park and Recreation Board                        | <input type="checkbox"/> Zoning Hearing Board                    |



To Whom It May Concern:

This is to notify the committee of my interest to serve as a member on the committee.

I would like to briefly specify my resume and interest in serving as a member on the committee with this letter.

I, Darshan Bhatt, am a physical therapist by training and have worked in several healthcare settings in the area and around the country before starting my own company that serves seniors who are unable to seek services outside of their home for a variety of reasons.

I am passionate about serving the seniors in our community in the best way that I can in order to improve their quality of life and safety. I would be thrilled if you were to accept me on to this committee and promise to offer my best services in trying to achieve our common goal of providing meaningful and helpful assistance to the seniors in our community, here in Montgomery Township.

Please let me know if you have any questions for me.

Regards,

Darshan Bhatt  
President  
Namaste Rehab.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item #06

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SUBJECT: Penn Medicine – Preliminary/Final Land Development Application  
MEETING DATE: August 28, 2023  
BOARD LIAISON: Candyce Fluehr Chimera, Chairwoman  
INITIATED BY: Carolyn McCreary, Township Manager

---

BACKGROUND:

The applicant is proposing to construct an ambulatory healthcare center with a parking garage on DeKalb Pike north of Welsh Road. This use is permitted by conditional use in the commercial zoning district.

The concept was introduced to the Board of Supervisors at their January 24, 2022 public meeting.

A public conditional use hearing was held as part of the Board of Supervisors meeting on Monday, March 27, 2023. At their public meeting on April 10<sup>th</sup>, the Board of Supervisors deliberated on the application, identified conditions for approval, and rendered their decision.

Township staff and consultants have had the opportunity to review the details of the land development plan, and the corresponding review letters and waiver requests are in your packet. On July 13<sup>th</sup>, staff and consultants met with representatives of Penn Medicine and their consultants to go over the review letters and identify any outstanding issues in advance of the Planning Commission meeting.

At their August 17<sup>th</sup> meeting, the Planning Commission unanimously recommended the Board of Supervisors grant preliminary/final approval for the project. Township staff and consultants attended the meeting to answer questions and address any comments from the Planning Commission members.

If the Board chooses to grant preliminary/final approval they will need to do so by adopting a resolution which has been drafted by the Township Solicitor's office.

MOTION/RESOLUTION:

**Motion** to adopt Resolution No. 2023-15 approving the preliminary/final land development application with requested waivers for the Trustees of the University of Pennsylvania, owner and operator of the University of Pennsylvania Health System (Penn Medicine).

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for vote.

**RESOLUTION 2023-15**

**MONTGOMERY TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA**

---

**RESOLUTION FOR PRELIMINARY/FINAL LAND DEVELOPMENT PLAN  
APPROVAL FOR THE TRUSTEES OF THE UNIVERSITY OF PENNSYLVANIA FOR  
AN AMBULATORY HEALTH CARE CENTER FRONTING ROUTE 202  
IN THE C-COMMERCIAL ZONING DISTRICT**

**WHEREAS**, Act 247 of 1968, the Pennsylvania Municipalities Planning Code, empowers the Montgomery Township Board of Supervisors to regulate subdivisions and land developments within the Township; and

**WHEREAS**, Montgomery Township desires orderly and appropriate land use and development to protect the health, safety, and welfare of residents; and

**WHEREAS**, the Trustees of the University of Pennsylvania (“Applicant”) is the equitable owner of four (4) adjoining parcels of vacant land being Montgomery County Parcel Numbers 46-00-00752-20-1; 46-00-00752-20-9; 46-00-00752-21-8; and 46-00-00752-22-7 totaling approximately 11.935 acres and located on the east side of Route 202/ Dekalb Pike between Welsh Road and Gwynmont Drive in the Township’s C-Commercial Zoning District, Montgomery Township, Montgomery County, Pennsylvania (collectively, the “Property”);

**WHEREAS**, the Applicant is proposing to develop the Property by constructing a 4-story, 53,800 square foot (footprint) ambulatory health care center with an adjoining 5-level, 63,476 square foot (footprint) parking garage with 785 parking spaces, 24 surface parking spaces, walkways, stormwater management facilities, and other associated site improvements (“Project”);

**WHEREAS**, the Applicant has filed with the Township certain plans related to the development preliminary/final land development plans entitled Preliminary/Final Land Development Plans for Penn Medicine Montgomeryville (38 Sheets), prepared by Pennoni Associates, Inc., dated May 2, 2023 and last revised July 28, 2023 (“Plan”);

**WHEREAS**, the Plan considered herein also includes the Landscape Plans for Penn Medicine Montgomeryville (3 sheets), prepared by Jonathan Alderson Landscape Architects, Inc., last revised July 28, 2023; the Lighting Plans for Penn Medicine Montgomeryville (3 sheets), prepared by The Lighting Practice, LP-001 dated July 27, 2023, and LP-002 & LP-003 dated July 26, 2023; the Post Construction Stormwater Management Report including Managed Release Concept (MRC) Report, prepared for Penn Medicine Montgomeryville, prepared by Pennoni Associates, Inc., dated November 11, 2022, last revised July 28, 2023; the Traffic Signal Design Plans (4 sheets), prepared by Pennoni Associates, Inc, dated July 27, 2023; the Flashing Warning Device Permit/Construction Plans (2 sheets), prepared by Pennoni Associates, Inc., not dated; and the Parking Garage Plans (5 sheets), prepared by THA Consulting, Inc., dated May 2, 2023 and last revised July 28, 2023;

**WHEREAS**, the Applicant received conditional use approval from the Board of Supervisors for the ambulatory health care center use on April 10, 2023 subject to certain conditions that are reaffirmed and restated herein;

**WHEREAS**, the Montgomery Township Planning Commission and Montgomery County Planning Commission have reviewed the Plan and approve of the Project;

**WHEREAS**, the Applicant now desires the Township approve the Plan pursuant to Section 508 of the Pennsylvania Municipalities Planning Code;

**NOW, THEREFORE, BE IT RESOLVED** by the Montgomery Township Board of Supervisors, that the Plan is **APPROVED** subject to the following conditions:

**A. Conditions of Plan Approval.**

1. The Applicant must ensure that the Plan, and all other associated plans submitted for the Project, address any outstanding comments and conditions in the August 10, 2023 Gilmore & Associates, Inc. Plan Review Letter (including Planning, Landscaping, Lighting, Traffic, Engineering comments/conditions) and the August 10, 2023 Gilmore & Associates, Inc. Accessibility Review Letter. Further, the Applicant shall comply with future review letters related to future Plan revisions made in response to prior comments to the reasonable satisfaction of the Township Engineer.
2. The Applicant must comply with and address any outstanding comments and conditions in the August 14, 2023 CKS Engineers review letter of the Montgomery Township Municipal Sewer Authority related to the current Plan submission and future Plan revisions made in response to prior comments to the reasonable satisfaction of the Authority's Engineer.
3. The Applicant must comply with and address any outstanding comments in the August 9, 2023 Zoning Review Letter to the reasonable satisfaction of the Township Zoning Officer.
4. The Applicant must comply with and address any outstanding comments and conditions in the August 10, 2023 Montgomery Township Department of Fire Services review letter to the reasonable satisfaction of the Township Fire Chief.
5. The Applicant must comply with and address any outstanding comments and conditions in the August 4, 2023 Montgomery County Township Police Department review letter to the reasonable satisfaction of the Township Police Chief.
6. The Applicant shall comply with the Conditional Use Decision and Order for the Property and Project from the Montgomery Township Board of Supervisors dated April 10, 2023.
7. A subsequent recordable final plan shall be submitted for internal Township review that addresses all Township review letter requests for further Plan details and clarifications.
8. Applicant must comply with any applicable requirements of the Montgomery County Conservation District, Pennsylvania Department of Environmental Protection ("PaDEP"),

Pennsylvania Department of Transportation (including, but not limited to, obtaining any necessary Highway Occupancy Permits and Signal Permits required by PennDOT), United States Environmental Protection Agency, the Montgomery Township Municipal Sewer Authority (“MTMSA”), the North Wales Water Authority, or any other necessary outside agency, and obtain any necessary planning modules, approvals, or permits from such agencies, or enter into any required agreements such agencies require, before the Plan is recorded.

9. The conditions of this Resolution must be satisfied before the issuance of a building permit for the Project. Further, the Applicant understands that building permits will not be issued until a PaDEP Sewage Planning Module has been issued, the MTMSA has issued a connection permit, roadways are paved with all-weather pavement, and operable fire hydrant(s) have been installed and approved by the Township, and all fees required to be paid under this Resolution have been paid.
10. Applicant must complete and record all required easements and/or maintenance agreements or declarations, including, but not limited to, a stormwater management facilities operation and maintenance agreement (requiring, in part, perpetual maintenance of all stormwater management facilities installed according to the Plan by the landowner of the Property) and a landscaping declaration of covenants and restrictions (requiring, in part, perpetual maintenance of all trees and plantings installed according to the Plan by the landowner) in forms reasonably satisfactory to the Township Engineer and Township Solicitor prior to recording the Plan. Applicant will provide all necessary legal descriptions for any necessary easements.
11. Prior to recording the Plans, the Applicant shall execute a Land Development and Financial Security Agreement to guarantee the installation of all public improvements associated with the Project (“Improvements”) on a form drafted by the Township Solicitor. Financial Security shall take the form of a cash escrow held by the Township, an irrevocable standby letter of credit in a form acceptable to the Township Solicitor, or a tri-party agreement in a form acceptable to the Township Solicitor. If Applicant were to post financial security in the form of a bond, the Township Solicitor shall have the unconditional right to review the bond and must approve the conditions and language of the bond. Further, the bond shall be issued by a “AAA” rate surety, or its equivalent, qualified to do business in Pennsylvania, and shall contain language stating that the bond is to be payable upon demand, absolutely, and unconditionally, and if payment is not made, that the bonding company shall be responsible for reasonable attorneys’ fees and costs that are incurred to collect on the bond, plus interest at the annual rate of twelve (12%) percent, for so long as the bond remains unpaid. A bond or letter of credit is required to automatically renew annually until the Improvements detailed on the Plans are completed, any maintenance periods have passed, and the final release is issued by the Township, subject to partial releases being permitted in accordance with Pennsylvania Municipalities Planning Code. To ensure automatic renewal, a bond or letter of credit shall include a 90-day Evergreen Clause in a form acceptable to the Township Solicitor.
12. Financial security shall be posted in the amount of 110% of the total cost of the Improvements. The Applicant agrees that the Improvements shall include, but shall not be



limited to, streets, parking areas, striping, drive aisles, curbs, water mains, sanitary sewer pipes, manholes and appurtenances thereto, stormwater facilities, rain gardens and appurtenances, grading, erosion and sediment controls, public lighting, required trees, shrubs, plantings and landscape buffering, monuments, pins, sidewalks, or other public improvements designated by the Township Engineer. For a period not less than 18 months after Township Engineer approval of the Improvements, financial security shall remain posted in the amount of 15% of the total cost of the Improvements for trees/plantings and Improvements that are to be dedicated to the Township. If the end of maintenance period for trees and other plantings is delayed due to planting schedules and, as a result, ends outside the period specified under Section 205-49 of the Township Code, the maintenance period shall be extended to comply with this requirement and the appropriate financial security shall remain with the Township for such plantings.

13. All outstanding Township fees, including review and recording costs and fees, Township Engineering fees, and Township legal fees, and any other professional fees associated with the review and approval of the application and Plan shall be paid in full before the Plan is recorded, in accordance with the Pennsylvania Municipalities Planning Code.
14. Prior to recording the Plan, and in addition to the financial security posted for the Project, Applicant shall deposit with the Township or otherwise establish a reasonable sum of monies with the Township, in an amount to be reasonably determined by the Township Engineer, as to be further described in the Land Development and Financial Security Agreement, for the reimbursement of the Township's reasonable engineering, inspection, legal, and related administrative costs and expenses related to the further reviews, inspections, and development of the Project, in accordance with the Pennsylvania Municipalities Planning Code. A seven and one-half (7.5%) charge will be applied to each monthly invoice to cover Township administration charges and costs, with such charges being deducted from the Applicant's escrow. Such fees shall not exceed those charged to the Township by such professionals rendering the applicable services related to the Plan and Project.
15. A note shall be included on the Plan listing any relief granted by the Zoning Hearing Board and/or waivers granted by the Board of Supervisors, and any conditions of Conditional Use approval.
16. All stormwater inlets and outfall structures shall be identified in accordance with the PaDEP Municipal Separate Storm Sewer Systems requirements, if required.
17. The terms and conditions of this Resolution shall run with the land and shall apply to any assignee, transferee, or other successor in interest in the Property or the development of the Project. This Resolution or a memorandum of this Resolution may be recorded against the Property by the Township, or a subdivided portion of the Property, at the Township's sole discretion, to which the then-current landowner of the Property shall be deemed to have consented to such recording. Regardless of whether this Resolution is recorded, the Township shall have the right to enforce any violations of the conditions of this Resolution as a violation of the Township's Subdivision of Land Chapter and/or pursuant to Section 616.1 of the Pennsylvania Municipalities Planning Code.

**B. Waivers.** The Applicant has requested the following waivers from the Township's Subdivision of Land and Stormwater Management Chapters pursuant to a written waiver request. An indication that a waiver was granted reflects that the Township has determined that the Applicant has sufficiently established that the literal enforcement of the provision waived will exact undue hardship because of peculiar conditions pertaining to the land in question, and that the waiver is not contrary to the public interest or otherwise contrary to the purpose and intent of the Township Code, as demonstrated and explained by appearances of the Applicant before the Board at public meetings and through the waiver request letter(s) submitted. A lack of indication of the decision on the waiver after the Township has executed this Resolution shall be interpreted to mean that the waiver was granted, unless the minutes of the associated Township meeting reflect otherwise:

1. From Section 205-18.A(3)(b): A waiver is requested from the requirement of the minimum storm sewer pipe velocity of 3.5 ft/sec. because several of the storm sewer pipe sections receive limited flow and due to the limited flow and pipe slope the minimum velocity is not achievable.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

2. From Section 205-18.D(3)(d): A waiver is requested from the requirement of the minimum side slope of detention basins of 4:1 because the Plan has been designed with basin slopes of 3:1 to permit larger stormwater basin footprints in order to limit the amount of subsurface stormwater management needed for the Project.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

3. From Section 205-18.D(3)(e): A waiver is requested from the requirement that the bottom slope of detention basins be not less than 2% because the basins have been designed with flat bottoms to maximize the ability for infiltration and evapotranspiration in accordance with Managed Release Concept (MRC) guidance.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

4. From Section 205-18.D(3)(f): A waiver is requested from the requirement that the stormwater management facilities be designed for the maximum impervious allowed on site because the Property is zoned commercial and the maximum impervious allowable on-site is 75%. However, the basins have been designed for the impervious area noted on the Plan, which is what is necessary to construct the Project. The Applicant asserts that it is not practical for a development to design stormwater for the maximum allowable impervious per the zoning district.

Granted \* \_\_\_\_\_ Denied \_\_\_\_\_

\* If the above waiver is Granted, it is granted upon the condition that if the Applicant expands the building or adds additional impervious, additional stormwater management would be required at that time for any new improvements/expansions.

5. From Section 205-18.D(4)(c): A waiver is requested from the requirement that permanent access, at least 15-ft wide, to the stormwater facility from a public right-of-way must be provided, because the stormwater facilities have been designed with berm widths of 5-ft to

10-ft in width and many of the stormwater facilities are easily accessed directly from the internal driveway.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

6. From Section 205-18.D(4)(d): A waiver is requested from the requirement that a minimum four-foot high fence be installed around the top of all facilities because many of the stormwater facilities are designed as shallow bio-retention facilities, which are intended to be landscaped as part of the site landscaping, and the Property will have a significantly higher fence along residential properties.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

7. From Section 205-52.A(2)(e): A waiver is requested from the requirement of informal street tree grouping spacing to not exceed 80-ft. because there is one location where the distance between street trees exceeds 80' (excluding where driveways are located), and that is between the QP and QS on either side of the proposed fire-lane. Due to the layout/angle of the fire-lane, and other constraints (public sidewalk and public road), the Applicant asserts that there was insufficient space to locate these trees within 80' of one another.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

8. From Sections 205-78.B(1), 205-78.B(2), & 205-78.C(1)(f): A waiver has been requested from the requirement that certain existing features within 400-ft of the site are required to be shown on the plans because, in lieu of providing topographic survey of these features, the Applicant is providing an aerial image to show locations within 400-ft of the site.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

9. From Section 205-79.B(1): A waiver is requested to permit the plan sheet size of 30-in x 42-in in lieu of the maximum permitted size of 24-in x 36-in. because the Plan will be reduced for recording as required.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

10. From Section 206-17: A waiver is requested from the requirement of the volume control requirements of the Township because, due to limited infiltration capacity of the underlying soils, Managed Release Concept (MRC) basins are proposed in lieu of traditional infiltration basins.

Granted \_\_\_\_\_ Denied \_\_\_\_\_

11. From Section 206-22.E: A waiver is requested to permit the use of an alternative Curve Number (CN) for the proposed green roof because the CN value utilized in the stormwater calculations is consistent with guidance in the Philadelphia Stormwater Management

Granted \_\_\_\_\_ Denied \_\_\_\_\_

**C. Conditional Use Conditions.** The Applicant hereby agrees to accept as a condition of approval of the Plans the continuing requirements established as conditions for the conditional use associated with the Project and Plans:

1. The Applicant must comply with the testimony and exhibits of the Applicant at the public hearing on the Conditional Use application before the Board of Supervisors unless otherwise amended or acceptable by the Board of Supervisors;
2. In all other respects, Applicant shall comply with all provisions of the statutes, laws, regulations, rules, codes and ordinances of the United States, Commonwealth of Pennsylvania, Montgomery Township and any other municipal entity having jurisdiction over this matter;
3. Applicant shall install and maintain the proposed vegetative buffer in perpetuity pursuant to a Landscaping Covenant to be recorded against the Property at the time of recording of the record plan, and shall ensure that the landscaping and buffer remains compliant with all applicable Township Codes;
4. Applicant shall ensure that the proposed sound barrier is installed according to Township Code, is properly maintained, and shall remain installed on the Property.
5. The Applicant shall install a six foot (6') high solid fence as described and depicted during the Hearing, adequate to serve as a privacy fence between the properties. At the election of the Board of Supervisors, and prior to final land development plan approval, the fence shall be increased to eight feet (8') in certain portions or in its entirety. The fence shall be maintained and kept in good repair by the Applicant, and shall be installed in a location along the Property line that provides for sufficient access to the rear of the fence for Applicant's representatives to access the fence for maintenance of the fence and grounds without intruding upon the adjacent properties. The fence shall be installed at the earliest time during the construction process that would not significantly impair construction activities or result in damage to the fence by construction activities. A temporary construction fence sufficient to serve as a visual barrier to the adjacent properties shall be installed prior to construction activities if the permanent fence cannot be installed during or prior to construction activities.
6. The Applicant shall prohibit delivery trucks or other similar larger commercial vehicles from loading and unloading, or remain idling on the Property or otherwise creating noises on the Property in preparation for deliveries, loading, or unloading, before 7:00 a.m. and after 8:00 p.m. each day of the week. No deliveries or truck loading/unloading activities shall be permitted on Sundays.
7. The Applicant shall comply with the testimony provided related to the hours of operation and shall comply with all Township Code requirements related to lighting and noise emission levels across property lines.

8. The Applicant shall agree to ensure on-going maintenance and/or adjustments to the exterior lighting of the structures proposed to ensure compliance with the Township Code and with exhibits and testimony provided at the Hearing.
9. The Applicant shall enquire with the local electricity utility provider about whether the provider has any concerns related to the provider's ability to adequately serve the Property together with the surrounding properties, and shall promptly report any such concerns expressed by the provider to the Township.
10. The Applicant shall develop and maintain a security plan for the Property that is comparable to the Applicant's other similar medical facilities. The security plan shall provide for exterior cameras of the facility to provide views of persons accessing the facility;
11. Applicant shall ensure that all mechanical/HVAC systems or structures installed at or near the roof of the facility are sufficiently screened to the satisfaction of the Township Engineer and shall result in sound pressure levels that comply with Section 230-106 of the Township Code (related to noise in the LI Limited Industrial Zoning District) for maximum permitted sounds along residential boundaries, as such standards are established as of the date of this Order or as otherwise established for the underlying zoning district, whichever is less.
12. No building signage shall be permitted to be installed on the side of the building, including the parking garage, that faces the rear yard of the Property. Smaller, way-finding signs that are not visible from the rear adjoining properties shall be permitted on the ground level.

**In the event that the Resolution is not delivered to the Township within ten days from receipt, it shall be deemed that the Applicant does not accept these conditions, and approvals conditioned upon this acceptance are revoked, and the application shall be considered to be denied for the comments and reasons of incompleteness set forth in the review letters listed above.**

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**RESOLVED AND APPROVED** this 28th day of August, 2023.

**ATTEST:**

**MONTGOMERY TOWNSHIP  
BOARD OF SUPERVISORS**

By: \_\_\_\_\_  
Carolyn McCreary, Township Secretary

By: \_\_\_\_\_  
Annette M. Long, Vice-Chair of the  
Montgomery Township Board of Supervisors

**ACCEPTANCE OF CONDITIONS:**

I/We, \_\_\_\_\_, being the authorized representative for the Applicant, the Trustees of the University of Pennsylvania do hereby acknowledge and accept the approval for the Plan issued by the Montgomery Township Board of Supervisors and accept the conditions contained therein, as recited above. By assigning this Resolution, the Applicant is signifying acceptance of the conditions contained herein.

**APPLICANT:** the Trustees of the University of Pennsylvania

By: \_\_\_\_\_

Print: \_\_\_\_\_

Date: \_\_\_\_\_

**WITNESS:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_



August 10, 2023

File No. 2021-10085.03

Marianne McConnell, Assistant Director of Planning and Zoning  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Reference: Preliminary/Final Land Development Application (LD-23-005)  
Penn Medicine Montgomeryville – Ambulatory Care Facility  
Tax Map Parcel Numbers: 46-00-00752-20-1, 46-00-00752-20-9, 46-00-00752-21-8, 46-00-00752-22-7

Dear Marianne:

As requested, Gilmore & Associates, Inc. has reviewed the information listed below with regard to the preliminary/final land development application referenced above.

- A. Response to Gilmore & Associates comments, prepared by Pennoni Associates, Inc., dated July 28, 2023.
- B. Response to Township Fire Marshall comments prepared by Pennoni Associates, Inc., dated July 28, 2023.
- C. Preliminary/Final Land Development Plans for Penn Medicine Montgomeryville (38 Sheets), prepared by Pennoni Associates, Inc., dated May 2, 2023 and last revised July 28, 2023.
- D. Landscape Plans for Penn Medicine Montgomeryville (3 sheets), prepared by Jonathan Alderson Landscape Architects, Inc., last revised July 28, 2023.
- E. Lighting Plans for Penn Medicine Montgomeryville (3 sheets), prepared by The Lighting Practice, LP-001 dated July 27, 2023, and LP-002 & LP-003 dated July 26, 2023.
- F. Post Construction Stormwater Management Report including Managed Release Concept (MRC) Report, prepared for Penn Medicine Montgomeryville, prepared by Pennoni Associates, Inc., dated November 11, 2022, last revised July 28, 2023.
- G. Erosion and Sediment Pollution Control Worksheets, prepared by Pennoni Associates, Inc., dated December 19, 2022, last revised July 28, 2023.
- H. HOP Plans for Penn Medicine Montgomeryville (15 Sheets), prepared by Pennoni Associates, Inc., dated July 27, 2023.
- I. Transportation Impact Study, prepared for Penn Medicine Montgomeryville, prepared by Pennoni Associates, Inc., dated July 2022, last revised July 2023.
- J. Traffic Signal Design Report, prepared for Penn Medicine Montgomeryville, prepared by Pennoni Associates, Inc., dated May 2023 and last revised July 2023.
- K. Traffic Signal Design Plans (4 sheets), prepared by Pennoni Associates, Inc., dated July 27, 2023.
- L. Flashing Warning Device Permit/Construction Plans (2 sheets), prepared by Pennoni Associates, Inc., not dated.
- M. Parking Garage Plans (5 sheets), prepared by THA Consulting, Inc., dated May 2, 2023 and last revised July 28, 2023.

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

Gilmore & Associates, Inc.  
Building on a Foundation of Excellence  
[www.gilmore-assoc.com](http://www.gilmore-assoc.com)



The subject property is located on Dekalb Pike (SR 2202) at the intersection with Gateway Center Drive. The approximately 12-acre lot is within the C Commercial District and is currently vacant. The applicant and equitable owner of the property, The Trustees of the University of Pennsylvania, owner and operator of The University of Pennsylvania Health System, proposes to develop the site for use as an Ambulatory Health Care Center, which is permitted by conditional use in this zoning district. The project includes a 4-story, 53,800 sf (footprint) building, a 5-level 63,476 sf (footprint) parking garage with 785 parking spaces, 24 surface parking spaces, walkways, and stormwater management facilities. Access is proposed from Dekalb Pike.

The Township Board of Supervisors granted the applicant condition use. Please refer to the decision dated April 10, 2023 for details and conditions of the approval.

We offer the following comments for consideration by the Montgomery Township Board of Supervisors. Our review includes consistency with the Township Comprehensive Plan, Township Zoning Ordinance (Chapter 230), Township Land Subdivision Ordinance (Chpt. 205), Township Stormwater Management Ordinance (Chpt. 206), and the Township Street Lighting Requirements (Chpt. A237).

## **PLANNING REVIEW**

### **1. Existing Conditions and Surrounding Land Uses**

- a. The site is currently vacant. The proposed use of the site is an ambulatory health care center.
- b. The site is located in the C Commercial Zoning District and has frontage along Dekalb Pike. The site is surrounded by residential uses to the north and east, medical office to the south, and commercial and industrial uses to the west across Dekalb Pike.

### **2. Consistency with the Comprehensive Plan**

- a. As per the 2022 Comprehensive Plan, the property is currently identified as vacant/undeveloped. The Future Land Use Map identifies the property as commercial. Commercial uses are located along major roadways and includes a wide variety of commercial uses, office and institutional uses, and some light industrial uses. Future Land Use implementation strategies and recommendations include:
  - *Maintain the commercial and industrial corridors within the Township*
  - *Encourage appropriate economic development on undeveloped parcels*
- b. Goals and Objectives of the 2022 Comprehensive Plan which support the proposed development include:
  - *Provide for growth in appropriate areas, through new development and redevelopment, as supported by the necessary infrastructure*
  - *Maintain the existing pattern of commercial and industrial development, which complements the Township's character and is based on the availability of supporting infrastructure*
  - *Expand the Township's tax base through appropriate commercial and industrial development and redevelopment, thus contributing to the Township's economic and budgetary sustainability*
  - *Encourage commercial and industrial development and redevelopment along the existing commercial and industrial corridors*

The proposed use is generally consistent with the Comprehensive Plan.

### **3. Use**

- a. As per Ordinance No. 22-331Z Section 2(4)(a), the proposed ambulatory health care center use is permitted by conditional use in the C Commercial District.
- b. Ordinance No. 22-331Z Section 2(4)(i) regulates permitted uses as part of the ambulatory health care center. Additional information should be provided regarding all uses proposed as part of this application and the ambulatory health care center use to demonstrate compliance.

- c. Ordinance No. 22-331Z Section 2(4)(j) requires the facility comply with all applicable Federal, State, County and local regulations, and be licensed as required by the State. Additional information should be provided to demonstrate compliance.
4. Traffic and Pedestrian Circulation Patterns
  - a. The plans propose two access drives from Dekalb Pike - one full access drive and one right-turn only access drive.
  - b. There are existing sidewalks along the frontage of the property along Dekalb Pike. In addition to the existing sidewalk, the plans propose an internal walking path around the perimeter of the building.

## **LANDSCAPE REVIEW**

### Subdivision and Land Development Ordinance (Chapter 205)

5. §205-51.A: the Landscape Plan shall be revised to provide the following required information:
  - a. §205-51.A(6) The locations of all freestanding signs. The 7/28/23 Pennoni response letter indicates that no freestanding signs are proposed at this time, but should it be determined at a later date that freestanding signage is required, a landscape plan will be prepared accordingly. A note shall be provided indicating such on the landscape plans, and that such landscaping will comply with the freestanding/monument signage landscape requirements in Zoning Ordinance §230-127.A(8)(a).
  - b. §205-51.A(8) Location of existing and proposed underground, surface and above-grade utilities such as utility lines, utility easements, transformers, hydrants, manholes and mechanical equipment. This information has been provided in the landscape plans, but the linework is greyed out and difficult to read. The linework shall be shown in a clearer manner so as to make it possible to clearly determine potential conflicts.
  - c. §205-51.A(17) Information, in the form of notes or specifications, concerning planting and lawn areas. Proposed naturalized seed mixes have been added to the permanent seeding table in the E&S notes. However, this information contains only the names and seeding rates for these seed mixes and does not provide sufficient information so that an acceptable alternative can be selected should a substitute seed mix be required. Additional information should be provided regarding recommended nurse crops and their seeding rates, seed mix composition, recommended seeding times, as well as permitted weight, PLS, and germination percentages.
  - d. §205-51.A 18) A detailed cost estimate shall be attached to the final Landscape Plan submission for the preparation of the land development agreement. This estimate shall show the value of all proposed landscaping. Unit costs for plant material shall include costs for materials, labor and guaranty and shall be so stated on the estimate provided. The 7/28/23 Pennoni response letter indicates that this information upon approval of plans.
6. §205-52.A(2)(e) permits the use of informal street tree arrangements, but requires that the distance between tree groupings and other street trees may not exceed 80'. In several locations this maximum distance is exceeded. A waiver has been requested.
7. §205-52.B(3) requires that softening buffers be aligned adjacent and parallel to the property perimeter, but may be sited on any position of the property if permitted by the Board of Supervisors. Plant material used in the softening buffer shall be located within 20 feet of the property line or within 20 feet of the legal or ultimate right-of-way lines, whichever is farther from the street center line, and may be grouped informally. Softening buffers are required along the southeast property line abutting the utility corridor, and along the southwest property line across from the industrial storage facility across DeKalb Pike.
  - a. Southwest property line: In tandem with street trees (as permitted by §205.52.B(3)(d)) the applicant has calculated the number of shrubs required to meet the 50% visual screen requirement (per §205-52.B(4)) at 24. This appears to be appropriate. However, the shrubs are proposed to be displaced throughout the site as opposed to within 20' of the ultimate right-of-way line. This deviation from the requirement would only be permitted by the Board of Supervisors. The Pennoni response letter of 7/28/23 indicates their intent to discuss this proposal with the Board of Supervisors.

- b. A softening buffer is required along the southeast property line abutting the utility corridor. The landscape plan proposes the installation of an additional 35 shrubs displaced throughout this property to meet this requirement, as is proposed with shrubs required along the southwest property line buffer. However, this does not appear to satisfy the ordinance requirements for a softening buffer in this location. SLDO §205-52.B(3)(c) and (d) only permit that parking area landscaping, stormwater facility landscaping and street trees may be used to count toward softening buffer requirements. Therefore, only three (3) evergreen trees proposed in this location would be permitted to count toward the buffer requirement. Accordingly, plantings proposed to meet this buffer requirement must contain a mix of shade trees, ornamental trees and shrubs per §(4)(d). This deviation from the requirement would only be permitted by the Board of Supervisors. The Pennoni response letter of 7/28/23 indicates their intent to discuss this proposal with the Board of Supervisors.
  - c. The Landscape Requirements Table shall be revised to differentiate between the quantity of plantings proposed within the southeast and southwest property line softening buffers.
8. §205-52.F outlines requirements for steep slope landscaping (in locations other than stormwater management areas.) This landscaping is required in disturbed areas of the site with slopes of 15% or greater and requires the use of sodded lawn or ground cover plantings. Several disturbed areas are proposed to have steep slopes of 15% or more. On slopes between 15-20% meadow mix is proposed. Where slopes will be greater than 20%, a seeding rate of 40 lbs/acre is proposed overlain by an organic double-net straw blanket, and supplemental shrub plantings in some locations. This appears to be appropriate. However, we note that the E&S plans, while including specification sheets for NAG BioNet 5150BN and EroNet SC150 erosion control blankets and showing erosion control matting areas throughout the site, do not contain information for the ECS-2B Erosion Matting by East Coast Erosion specified in the landscape plan set, and do not call out specific locations where this stabilization method is to be used. The two plan sets should be reconciled for consistency and to provide appropriate details and specifications for the seeding method and erosion control blankets proposed by the landscape plan.
9. §205-53.B(3) requires that at the direction of the Township Engineer, Township Shade Tree Commission or Township Landscape Architect, existing trees which have not been adequately protected are to be removed and replaced in accordance with the requirements of §205-53.C. The note provided on sheet L100 shall be revised to use the specific language included in this ordinance section.
10. §205-56 provides recommended plant lists. This section permits that plants other than those included in the list(s) may be used provided they meet certain criteria. A number of plants proposed are not included in the Recommended Plant List. However, all appear to be appropriate and meet the criteria outlined in this section.
11. The Landscape Requirements chart on Sheet L601 indicates that 208 evergreen trees are proposed to meet screen buffer requirements. However, only 207 evergreen trees are shown within the screen buffer areas – 185 along the property lines and 22 screening other areas. While a specific number of evergreen trees are not called for to meet this requirement, the table should be updated to accurately reflect what is shown on the plan.
12. The Landscape Plans and the E&S Plans each provide different details for tree protection fencing. This detail shall be reconciled between the two plan sets – we recommend that the detail for the 4' height wood and wire snow fence specified in the Landscape Plans be used.
13. An 8" Box Elder is proposed to be preserved below the Dorshaw property. TPF for this tree is shown in the Tree Removals Plan, but not in the E&S Plan. Tree protection fencing for this tree shall be provided in the E&S Plan, or the tree shall be marked as to be removed and included in the tree replacement calculations.
14. A stone hatch is shown in the bottom of Rain Garden 2. However, a seeding hatch has been shown overtop of that. The plans shall be revised to clarify the proposed condition of the basin bottom, and to adjust any proposed planting accordingly.
15. A square area of stone hatch is shown over Rain Garden 3 within the turnaround. However, plantings and seed mix are proposed in this location. The plans shall be revised to clarify the proposed condition of the basin, and to adjust any proposed plantings accordingly.

16. While the proposed utility network for utility features other than stormwater is difficult to distinguish in the landscape plans, there appear to be a significant number of conflicts between proposed plants and utility lines. We note instances of trees shown almost on top of inlets, located overtop of stormwater lines, shrubs within rip-rap aprons, and trees planted overtop of or within close vicinity of subsurface basins. The plans shall be revised to provide a minimum of 10' of clearance between large shade trees and all utility lines, and 5' for all smaller or ornamental trees and shrubs. Where trees must be proposed closer than 10' to the utility line of an outside provider (electric, natural gas, etc.) documentation shall be obtained from the utility provider granting permission for trees to be planted closer than 10' to the utility line.

#### **LIGHTING REVIEW**

17. We have no additional comments at this time.

#### **TRAFFIC REVIEW**

##### Land Development Plan Comments:

18. §205-10.G(3) – Driveway design
- a. Modify the driveway to include a 3.7' shoulder and a 14' through-right lane in lieu of the 17.7' lane.
  - b. The proposed LEFT LANE MUST TURN LEFT signs along the main access driveway are labeled as Sign G which, according to the sign chart, is DO NOT ENTER signs. Revise the sign chart to include the LEFT LANE MUST TURN LEFT sign.
19. §205-10.H(4) – Provide a note on the site plan indicating the proposed parking spaces are to have six-inch spacing between the double parallel parking lines as per the detail on sheet 16.
20. Provide a note on the site plan indicating the Emergency Access and Pedestrian Access easements with a note to "See Below" for detailed easement information.
21. §205-22.D – The proposed 6' walkway around the site must be designed in a manner to meet ADA standards.
- a. Provide additional information such as contours and/or details to indicate that the cross slope and longitudinal slope of the walkway around the site will be in ADA compliance.
  - b. Verify the grades indicated in ADA Grading Detail A and C for the ramps on the north and east side of the driveways, respectively. There appear to be low points along the ramp which may lead to ponding. Ensure proper drainage flow is provided along the ramps.
  - c. On ADA Grading Detail B, provide TC/BC elevations along the flares for both ramps.

##### Transportation Impact Study Comments:

22. We have no additional comments at this time.

##### HOP Plan Comments:

We offer the following comments for consideration with the PennDOT Highway Occupancy Permit Plans:

23. Verify the stationing indicated for the SR 2202 Typical Section shown on Sheet 4 of 12. Full height curb is not proposed for the section between STA 112+00 to STA 113+60, as this is the location of Driveway 1.
24. Provide a typical section for Driveway 1 that includes the proposed mountable curb island that is located at approximate STA 10+36 through 10+64. Update the stationing indicated for the existing Driveway 1 section.
25. For ADA Ramp 4, consider increasing the slope of the landing area to 2% to reduce the slope of the ramp to 7.5% to allow for grade tolerances during construction.
26. As stated previously, provide the minimum effective lane width in the note for the Drop-off Detail on Sheet 11 of 15.

##### Traffic Signal Design Report Comments:

27. At Gateway Center Drive and Dekalb Pike, the signal report indicates protected phasing is not warranted, however flashing yellow arrows (FYA) are proposed. The Township recently reviewed the FYA with the

Township Highway Safety Unit. Currently, the Township is not in favor of the use of FYA and prefers the operation provided in the previous submission. The plans should be updated accordingly.

Traffic Signal Permit /Construction Plan Comments:

28. Dekalb Pike (SR 2202) and Gateway Center Drive

- a. Provide a copy of the construction plan for review.
- b. As stated previously, add a note to the construction plan to install green and red LEDs to the cabinet to indicate the power status.
- c. Ensure to revise the construction plan to add the through movement to the pavement markings on the Gateway Center Driveway.

29. Dekalb Pike (SR 2202) and Knapp Road

- a. Provide a copy of the construction plan for review.
- b. As stated previously, revise the title block on the second sheet of the construction plan to remove the double text.

30. Flashing Warning Device Plans

- a. Revise the title block on both the signal plan and construction plan to indicate SIDE ROAD WARNING DEVICE as the sign is not a warning for the curve, but rather for the intersection of Gwynmont Drive.
- b. Show the Right-of-way on the west side of the road.
- c. Label the Right-of-way width.

31. System Permit Plan #I-0185

- a. On Sheet 1, revise Intersection #12 to include the following movements:
  - i. eastbound approach to include the through movement;
  - ii. northbound approach to include the through/right movement; and
  - iii. southbound approach to include the left movement.

Parking Garage Comments:

32. §205-10.H.(4) – Provide a note on the site plan indicating the proposed parking space are to have six-inch spacing between the double parallel parking lines as per the detail on sheet 5.

**ENGINEERING REVIEW**

Zoning Ordinance (Chapter 230)

33. Except as identified elsewhere in this letter or by others; the plans, as currently presented, appear to be consistent with the Township's Zoning Ordinance.

Subdivision and Land Development Ordinance (Chapter 205)

34. §205-18.D(3)(a) – A waiver is requested for the minimum storm sewer size of 15-in diameter to permit the use of 12-in diameter in certain areas.
35. §205-18.A(3)(b) – A waiver is requested for the minimum pipe velocity of 3.5 ft/sec.
36. §205-18.D(3)(d) – A waiver is requested for the minimum side slopes of detention basin of 4:1. The basin side slopes have been designed at 3:1.
37. §205-18.D(3)(e) – A waiver is requested for the requirement that the bottom slopes of detention basins should not be less than 2%. The basins have been proposed with flat bottoms.
38. §205-18.D(3)(f) – A waiver is requested for the requirement that SWM facilities be sized for max impervious allowed on site. The maximum allowed impervious area for the site is 75% in accordance with the Township Zoning Code. The basins have been designed for the needed impervious area for the development. The section referenced on the plans shall be corrected (205-18 vs 205-15).

39. §205-18.D(4)(c) – A waiver is requested for the requirement that permanent access, at least 15-ft wide, to the stormwater facility from a public right-of-way must be provided. The waiver is requested for the southeastern most basins, in which an access width of 10-ft wide is provided.
40. §205-18.D(4)(d) – A waiver is requested for the requirement that a minimum four-foot-high fence be installed around the top of all facilities. We recommend that any above-ground stormwater storage facility with a water depth of 2-feet or greater include a fence.
41. §205-78.B(1), §205-78.B(2), & §205-78.C(1)(f) – Certain existing features within 400 feet of the site are required to be shown on the plans. The Applicant has provided nearby survey data and an aerial of the site. We recommend that a waiver be considered to accept the aerial photography in lieu of survey information.
42. §205-79.B(1) – A waiver is requested to permit the plan sheet size of 30-in by 42-in in lieu of the maximum permitted size of 24-in x 36-in. The plans will be reduced for recording purposes as needed.

Stormwater Management Ordinance (Chapter 206)

43. §206-13.B – The proposed earth disturbance is greater than 1 acre. The applicant shall provide documentation to the Township that an active NPDES permit is in place. It is our understanding that the NPDES permit has been approved but will be amended upon land development approval to address recent plan revisions.
44. §206-17 – A waiver is requested for the requirement that the volume control requirement. Due to limited infiltration capacity of the underlying soils, managed release concept (MRC) basins are proposed in lieu of traditional infiltration basins. MRC basins are a permitted alternative volume control facility by PADEP.
45. §206-22.E – A waiver is requested to permit the use of an alternative CN value for the proposed green roof. The CN value utilized in stormwater calculations is consistent with guidance in the Philadelphia Stormwater Management Manual.
46. §206-33, 34, 35, & 36 – The applicant shall enter into a stormwater operation and maintenance agreement. The agreement shall be to the satisfaction of the Township Solicitor and shall be recorded.

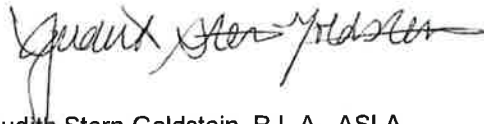
General

47. The Applicant should obtain all required approvals, permits, declarations of restrictions and covenants, etc. (e.g., PADEP, PennDOT, MCPC, Montgomery County Conservation District, Sewer Authority, Water Authority, Fire Marshal, etc.). Copies of these approvals and permits should be submitted to the Township and our office.
48. Documentation has been provided indicating that the underground MRC and the grass paver fire lane will support the outrigger loads of the fire apparatus. The fire apparatus requires a minimum 20-foot wide lane. The grass paver fire lane crosses and is adjacent to the porous asphalt walkway. The capacity of the porous paving asphalt walkway to support the fire apparatus should be provided as well. The minimum fire lane width shall be provided for the entire length of the fire lane. The dimensions, surface conditions, and alignment should be coordinated with Montgomery Township Department of Fire Services.
49. Depict all proposed and existing easements on the plans and provide legal descriptions to the Township for review. Easements have been shown on the plans. Legal descriptions will be provided with a future submission following plan approval.
50. We defer review of all commercial and/or retail signage to the building permit review.
51. Site Accessibility review will be provided under separate cover.


In order to help expedite review of the plan resubmission, we request that the Applicant submit a response letter which addresses each of the above comments. Changes that have been made to the application that are unrelated to the review comments should also be identified in the response letter. Please note that revision and/or modification of the plans may require review and additional comment.

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

Sincerely,



Judith Stern Goldstein, R.L.A., ASLA  
Senior Project Manager  
Gilmore & Associates, Inc.



Valerie L. Liggett, R.L.A., ASLA, ISA Certified Arborist  
Senior Landscape Architect  
Gilmore & Associates, Inc.



Damon A. Drummond, P.E., PTOE  
Senior Transportation Engineer  
Gilmore & Associates, Inc.



James P. Dougherty, P.E.  
Senior Project Manager  
Gilmore & Associates, Inc.

JSG/VLL/DAD/JPD/sl

cc: Carolyn McCreary, Manager – Montgomery Township  
Mary Gambino, Project Coordinator – Montgomery Township  
Bill Wiegman, Director of Fire Services – Montgomery Township  
Sean Kilkenny, Esq., Solicitor – Kilkenny Law  
Stephen Greulich, Penn Medicine – Applicant/Equitable Owner  
HRD Investments, LLC and SMG Montgomeryville, LLC – Property Owner  
Gregory J. Davis, Esq. – Saul Ewing LLP  
Christopher Poterjoy, P.E., Project Engineer – Pennoni Associates, Inc.



July 28, 2023 – Revised August 28, 2023

ARRAY 22001

Montgomery Township  
ATTN: Marianne McConnell  
Assistant Director of Planning and Zoning  
1001 Stump Road  
Montgomeryville, PA 18936-9605

**RE: Waiver Request Letter**  
**Penn Medicine Montgomeryville**  
**Montgomery Township, Montgomery County**

Dear Ms. McConnell:

On behalf of the Trustees of the University of Pennsylvania, owner and operator of the University of Pennsylvania Health System ("Penn Medicine"), Pennoni is respectfully requesting a waiver from the following sections of the Township's Subdivision and Land Development Ordinance and Stormwater Management Ordinance for the above referenced project:

1. Section 205-18.D(3)(b): A waiver is requested from the requirement of the minimum storm sewer pipe velocity of 3.5 ft/sec. Justification: Several of the storm sewer pipe sections receive limited flow and due to the limited flow and pipe slope the minimum velocity is not achievable.
2. Section 205-18.D(3)(d): A waiver is requested from the requirement of the minimum side slope of detention basins of 4:1. Justification: The plan has been designed with basin slopes of 3:1 to permit larger stormwater basin footprints in order to limit the amount of subsurface stormwater management needed for the project. The 3:1 slope is acceptable by the Pennsylvania Department of Environmental Protection.
3. Section 205-18.D(3)(e): A waiver is requested from the requirement that the bottom slope of detention basins be not less than 2%. Justification: The basins have been designed with flat bottoms to maximize the ability for infiltration and evapotranspiration in accordance with Managed Release Concept (MRC) guidance.
4. Section 205-18.D(3)(f): A waiver is requested from the requirement that the stormwater management facilities be designed for the maximum impervious allowed on site. Justification: Since this property is zoned commercial, the maximum impervious allowable on-site is 75%. The basins have been designed for the impervious area noted on the plans, which is what is necessary to construct the facility. It is not practical for a development to design stormwater for the maximum allowable impervious per the zoning district. Should the applicant, at a later time, plan to expand the facility stormwater management would be required at that time for any new improvements.
5. Section 205-18.D(4)(c): A waiver is requested from the requirement that permanent access, at least 15-ft wide, to the stormwater facility from a public right-of-way must be provided. Justification: The stormwater facilities have been designed with berm widths of 5-ft to 10-ft in width. Many of the


stormwater facilities are easily accessed directly from the internal driveway. The applicant will provide a blanket easement for stormwater operations and maintenance.

6. Section 205-18.D(4)(d): A waiver is requested from the requirement that a minimum four-foot high fence be installed around the top of all facilities. Justification: Many of the stormwater facilities are designed as shallow bio-retention facilities, which are intended to be landscaped as part of the site landscaping. A fence is provided along the residential properties.
7. Section 205-52.A(2)(e): A waiver is requested from the requirement of informal street tree grouping spacing to not exceed 80-ft. Justification: There is one location where the distance between street trees exceeds 80' (excluding where driveways are located), and that is between the QP and QS on either side of the proposed fire-lane. Due to the layout/angle of the fire-lane, and other constraints (public sidewalk and public road), we determined there was insufficient space to locate these trees within 80' of one another. Had we been able to locate these trees within 80' of one another, the quantity of proposed street trees would still be 16 as we have shown.
8. Section 205-75: A waiver has been requested from the requirement to file separate Preliminary and Final Plan Applications. Justification: The Applicant is proposing a combined Preliminary/Final Plan approval as the project went through a thorough review as part of the Conditional Use application process.
9. Sections 205-78.B(1), 205-78.B(2), & 205-78.C(1)(f): A waiver has been requested from the requirement that certain existing features within 400-ft of the site are required to be shown on the plans. Justification: In lieu of providing topographic survey of these features, the applicant is providing an aerial image to show locations within 400-ft of the site.
10. Section 205-79.B(1): A waiver is requested to permit the plan sheet size of 30-in x 42-in in lieu of the maximum permitted size of 24-in x 36-in. Justification: The plans will be reduced for recording as required.
11. Section 206-17: A waiver is requested from the requirement of the volume control requirements of the Township. Justification: Due to limited infiltration capacity of the underlying soils, Managed Release Concept (MRC) basins are proposed in lieu of traditional infiltration basins. MRC basins are a permitted alternative volume control facility by the Pennsylvania Department of Environmental Protection.
12. Section 206-22.E: A waiver is requested to permit the use of an alternative Curve Number (CN) for the proposed green roof. Justification: The CN value utilized in the stormwater calculations is consistent with guidance in the Philadelphia Stormwater Management Manual.

Thank you for your continued attention to this project. Should you have any questions please do not hesitate to contact me at (610) 422-2459 or [cpoterjoy@pennoni.com](mailto:cpoterjoy@pennoni.com).

Sincerely,

**Pennoni Associates Inc.**

  
Christopher Poterjoy, PE  
Project Engineer

cc: Stephen Greulich, Penn Medicine – Applicant/Equitable Owner  
Gregory J. Davis, Esq. – Saul Ewing LLP

**MONTGOMERY COUNTY  
BOARD OF COMMISSIONERS**

KENNETH E. LAWRENCE, JR., CHAIR  
JAMILA H. WINDER, 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 • TDD: 610-631-1211  
WWW.MONTGOMERYCOUNTYPA.GOV

SCOTT FRANCE, AICP  
EXECUTIVE DIRECTOR

August 16, 2023

Ms. Marianne McConnell, Assistant Director of Planning & Zoning  
Montgomery Township  
1001 Stump Road  
Montgomeryville, Pennsylvania 18936-9605

Re: MCPC #22-0204-005  
Plan Name: Penn Medicine Montgomeryville  
(1 lot approximately 11.94 acres)  
Situate: East Side of DeKalb Pike, near Gwynmont Drive  
Montgomery Township

Dear Ms. McConnell:

We have reviewed the above-referenced land development application in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on July 31, 2023. We forward this letter as a report of our review.

## BACKGROUND

The Trustees of the University of Pennsylvania have submitted a land development application on behalf of the University of Pennsylvania Health System to construct an "ambulatory health care center" on a parcel of land on the east side of DeKalb Pike between Welsh Road and Gwynmont Drive, located in the C Commercial district. The ambulatory health care center would provide outpatient medical services without overnight or 24-hour operations, including labs, physical therapy, primary care, and orthopedics. Regulations for the ambulatory health care center in the C Commercial district include permission by conditional use, minimum 10-acre lots, maximum 30% building coverage, required screening landscaping and traffic management studies, direct access to state or county roads with 100-foot right-of-way, public sewer and water access, and pedestrian connectivity. A previous letter dated August 26, 2022 reviewed a zoning text amendment to permit uses of this type in C Commercial zones, which was enacted by the township on September 12, 2022. Additional letters dated December 8, 2022 and January 30, 2023 reviewed the conditional use application for this site, which was granted on April 10, 2023. A further letter dated June 1, 2023 was the first review of the land development application; this letter comprises the second review. This version of the application has only minor modifications from the previous version, including a realignment of the crosswalk in front of the southern garage entrance, additional paving in the signalized intersection approach to DeKalb Pike, and a defined crosswalk across the right-in, right-out DeKalb Pike access further north.



## COMPREHENSIVE PLAN COMPLIANCE

### COMMENTS ARE REPRINTED FROM THE PREVIOUS LETTER

Montgomery County's 2015 Comprehensive Plan, *Montco 2040: A Shared Vision*, includes a definition of an "ambulatory surgery center" in its glossary of planning terms. The plan also supports infill development of areas already serviced by public water and sewer systems, which is an important part of meeting the necessary zoning requirements. We believe that the conditional use application is compliant with *Montco 2040*.

Montgomery Township's 2022 Comprehensive Plan recommends that institutional uses be maintained in the areas where they currently exist, noting that they are permitted in multiple zoning districts. It also encourages appropriate economic development on undeveloped parcels, which could apply to this conditional use application. While this type of medical use was not specifically identified in the plan itself as a need in the community, we believe that this proposal is generally compatible with the 2022 Comprehensive Plan.

## RECOMMENDATION

The Montgomery County Planning Commission (MCPC) generally supports the applicant's land development proposal, however, in the course of our review we have identified the following issues that the applicant and municipality may wish to consider prior to final plan approval. Our comments are as follows.

## REVIEW COMMENTS

### LAND OWNERSHIP

During the final review of the existing conditions and site plan, we note that the overall site includes three smaller parcels owned by two different entities other than the main land owner (Hawthorne Court Associates LP). Since the proposed building and garage will be located at least partially on each of the three smaller parcels, we assume that those parcel owners (HRD Investments and SMG Montgomeryville) are in support of the proposal. We would recommend that the applicant pursue consolidating lot lines into one parcel as part of the development process. The Montgomery County Planning Commission (MCPC) generally supports the applicant's land development proposal.

### SITE ACCESS

We stand by our comments regarding transportation and connectivity from the June 1, 2023 letter, especially regarding vehicular access (or emergency access) to Gwynmont Drive in the rear of the property.

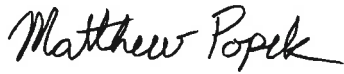
## CONCLUSION

We wish to reiterate that MCPC generally supports the township's proposal but we believe that our suggested revisions will better achieve Montgomery Township's planning objectives for institutional development.

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 (#22-0204-005) on any plans submitted for final recording.

Sincerely,

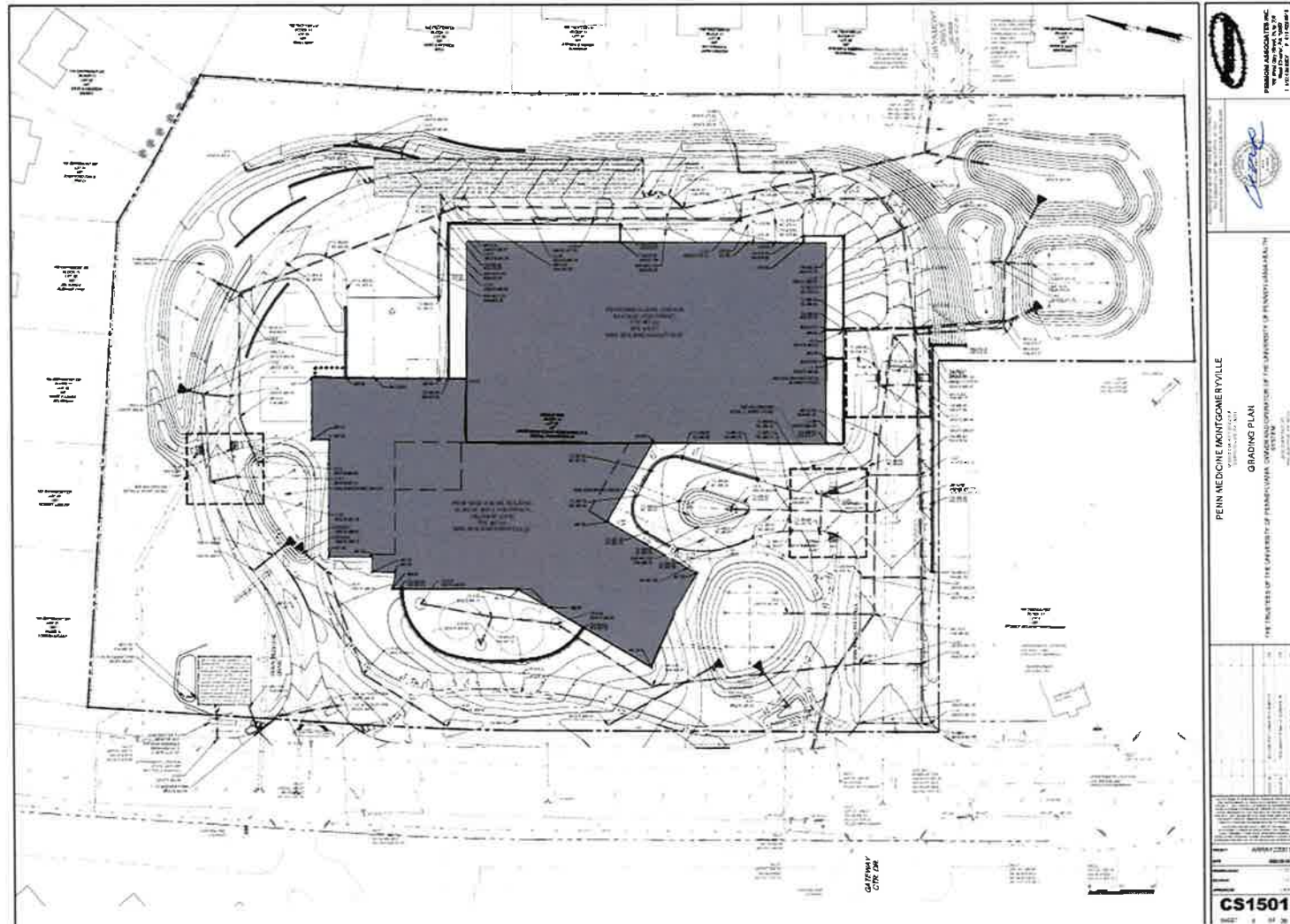
A handwritten signature in black ink that reads "Matthew Popek". The signature is fluid and cursive, with the first name "Matthew" and last name "Popek" clearly distinguishable.

Matthew Popek, AICP  
Transportation Planning Assistant Manager  
[Matthew.Popek@montgomerycountypa.gov](mailto:Matthew.Popek@montgomerycountypa.gov) - 610-278-3730

c: Stephen Greulich, Applicant's Representative  
Christopher Poterjoy, P.E., Pennoni  
Carolyn McCreary, Twp. Manager  
Jim Rall, Chrm., Twp. Planning Commission

Attachments: (1) Site Plan  
(2) Aerial

Site Plan – DeKalb Pike, Montgomery Township





*Aerial – DeKalb Pike, Montgomery Township*



Penn Medicine Montgomeryville  
MCPC#220204005

Montgomery  
County  
Planning  
Commission

Montgomery County Planning Commission  
100 East 10th Street, Suite 200  
Lancaster, PA 17602  
www.montgomerycountypa.gov  
Planning Commission

0 100 200 400 Feet



**BOARD OF SUPERVISORS OF**  
**MONTGOMERY TOWNSHIP**

<b>CONDITIONAL USE APPLICATION OF</b>	:	<b>HEARING</b>
<b>The Trustees of the University of Pennsylvania,</b>	:	<b>DATE: March 27, 2023</b>
<b>owner and operator of the</b>	:	
<b>University of Pennsylvania Health System</b>	:	
	:	
<b>PROPERTY: Vacant - East side of Route 202</b>	:	
<b>Between Gateway Center Dr. and</b>	:	
<b>Gwynmont Dr., Montgomery Township</b>	:	
<b>46-00-00752-20-1; 46-00-00752-20-9</b>	:	<b>DECISION</b>
<b>46-00-00752-21-8; 46-00-00752-22-7</b>	:	<b>DATE: April 10, 2023</b>

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**ORDER OF THE BOARD OF SUPERVISORS OF**  
**MONTGOMERY TOWNSHIP**

It is hereby ordered and decreed that the Board of Supervisors of Montgomery Township finds that the Applicant presented sufficient testimony and evidence to **GRANT** the conditional use requested in the above captioned Application, with the following conditions:

1. The Applicant must comply with the testimony and exhibits of the Applicant at the public hearing before the Board of Supervisors unless otherwise amended or acceptable by the Board of Supervisors;
2. In all other respects, Applicant shall comply with all provisions of the statutes, laws, regulations, rules, codes and ordinances of the United States, Commonwealth of Pennsylvania, Montgomery Township and any other municipal entity having jurisdiction over this matter;
3. Applicant shall install and maintain the proposed vegetative buffer in perpetuity pursuant to a Landscaping Covenant to be recorded against the Property at the time of recording of the record plan, and shall ensure that the landscaping and buffer remains compliant with all applicable Township Codes;
4. Applicant shall ensure that the proposed sound barrier is installed according to Township Code, is properly maintained, and shall remain installed on the Property.
5. The Applicant shall install a six foot (6') high solid fence as described and depicted during the Hearing, adequate to serve as a privacy fence between the properties. At the election of the Board of Supervisors, and prior to final land development plan approval, the fence shall be increased to eight feet (8') in certain portions or in its entirety. The fence shall be maintained and kept in good repair by the Applicant, and shall be



installed in a location along the Property line that provides for sufficient access to the rear of the fence for Applicant's representatives to access the fence for maintenance of the fence and grounds without intruding upon the adjacent properties. The fence shall be installed at the earliest time during the construction process that would not significantly impair construction activities or result in damage to the fence by construction activities. A temporary construction fence sufficient to serve as a visual barrier to the adjacent properties shall be installed prior to construction activities if the permanent fence cannot be installed during or prior to construction activities.

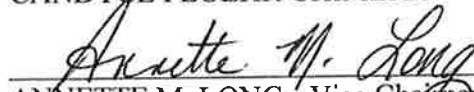
6. The Applicant shall prohibit delivery trucks or other similar larger commercial vehicles from loading and unloading, or remain idling on the Property or otherwise creating noises on the Property in preparation for deliveries, loading, or unloading, before 7:00 a.m. and after 8:00 p.m. each day of the week. No deliveries or truck loading/unloading activities shall be permitted on Sundays.
7. The Applicant shall comply with the testimony provided related to the hours of operation and shall comply with all Township Code requirements related to lighting and noise emission levels across property lines.
8. The Applicant shall agree to ensure on-going maintenance and/or adjustments to the exterior lighting of the structures proposed to ensure compliance with the Township Code and with exhibits and testimony provided at the Hearing.
9. The Applicant shall enquire with the local electricity utility provider about whether the provider has any concerns related to the provider's ability to adequately serve the Property together with the surrounding properties, and shall promptly report any such concerns expressed by the provider to the Township.
10. The Applicant shall develop and maintain a security plan for the Property that is comparable to the Applicant's other similar medical facilities. The security plan shall provide for exterior cameras of the facility to provide views of persons accessing the facility;
11. Applicant shall ensure that all mechanical/HVAC systems or structures installed at or near the roof of the facility are sufficiently screened to the satisfaction of the Township Engineer and shall result in sound pressure levels that comply with Section 230-106 of the Township Code (related to noise in the LI Limited Industrial Zoning District) for maximum permitted sounds along residential boundaries, as such standards are established as of the date of this Order or as otherwise established for the underlying zoning district, whichever is less.
12. No building signage shall be permitted to be installed on the side of the building, including the parking garage, that faces the rear yard of the Property. Smaller, way-finding signs that are not visible from the rear adjoining properties shall be permitted on the ground level.

13. During the Applicant's land development application process, Applicant shall:

- a. Comply with all comments of the Township's professional staff review letters related to the conditional use to the reasonable satisfaction of the review letter author;
- b. Comply with all Township Code requirements related to ground excavation, including all blasting requirements;
- c. Comply with all Township Code requirements related to erosion and sedimentation controls during construction activities;
- d. In consultation with the Township's Traffic Engineer, the Applicant shall take reasonable steps, if any such steps are available, on the Property to improve the sight distance to the left from where Gwynmont Drive meets Dekalb Pike, and shall take no steps that would result in the decrease the sight distance. The Applicant will work with the Township Traffic Engineer to investigate the feasibility of installing a flashing warning light on the Property, if such a device is approved by PennDOT, if PennDOT approval is required, and shall install a flashing warning light on the Property, if the Applicant is so permitted.
- e. The Applicant shall demonstrate to the satisfaction of the Township Engineer that the proposed lighting, including parking garage lighting, complies with the Township Code requirement that all outside lighting shall be arranged, designed, shielded or directed so as to protect adjoining properties from the glare of lights, and all light standards or fixtures shall be shielded to eliminate light glare beyond an angle of 35° from a vertical plane and be so shielded that the source of the light shall not be visible off of the premises.

**MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS**

  
CANDYCE FLUEHR CHIMERA - Chairperson

  
ANNETTE M. LONG - Vice Chairperson

  
TANYA C. BAMFORD

  
BETH A. STAAB

\_\_\_\_\_  
AUDREY R. WARE

Montgomery Township  
Planning Commission Meeting Minutes  
August 17, 2023

The regular monthly meeting of the Montgomery Township Planning Commission was held at the Township Building at 7:30 p.m. Thursday, August 17, 2023. The members of the Planning Commission in attendance included: Jay Glickman, Jim Rall, Steve Krumenacker, Frank Davey, Dave Fetzler, Rutuke Patel, Tom Borghetti, and Leon McGuire. Also present: Candyce Fluehr Chimera, Board Liaison; Alex Brumler, Township Solicitor; Jim Dougherty, Township Engineer; Damon Drummond, Township Traffic Engineer; Stacy Yoder, Township Planning Consultant; Carolyn McCreary, Township Manager, Marianne McConnell, Director of Planning & Zoning/Zoning Officer and Mary Gambino, Land Development & Project Coordinator.

The regular meeting was called to order by Chairman Tom Borghetti.

Upon a motion by Tom Borghetti, and seconded by Jim Rall, the minutes of the February 16, 2023 meeting were approved as submitted.

**Penn Medicine Land Development Application LD-23-005**

Christopher Poterjoy, of Pennoni Associates, representing Penn Medicine, reviewed the previous hearings held to consider this land development proposal for a 4-story ambulatory health care facility, with a 5-level parking garage, at Dekalb Pike and Gwynmont Drive. He noted that previously the Conditional Use had been approved in April of 2023 and in May, 2023, the Land Development application was submitted.

Mr. Poterjoy addressed comments in the consultant review letters, specifically the softening landscape buffer and proposed fencing along the residential properties possibly at the top of the landscaping berm, however, indicated that for maintenance reasons, the fence would preferably be placed closer to the property lines. Landscaping would be placed on top of the berm for added screening. Tom Borghetti questioned whether plantings could be placed closer to the residential border of the property. Matt Nelson, Landscape Architect for the applicant, explained that the buffer planting requirements had been enhanced along the residential border and a fence had been added. He pointed out that a recent study had shown that landscaping the top of the berm is more effective than a fence. Steve Krumenacker discussed the county review regarding the possible road connection to the residential properties. Mr. Poterjoy and Mr. Nelson stated that a road connection would be detrimental to the storm water facilities, the neighbors didn't desire the connection, and landscaping and screening would be provided along this area. Richard Fusco, of 109 Gwynmont Circle, questioned if this area could be turned into a berm as a continuation of the existing landscaping berm. Mr. Nelson and Mr. Poterjoy stated they would look into continuing the berm in that area and its effects on the stormwater management facilities proposed to be constructed in that area.

Residents of Gwynmont Farms development, expressed concerns with traffic in the area, impact on PECO service, and impact on sewer and water services. Carolyn McCreary stated that PennDOT traffic consultants had deemed the Penn Medicine traffic studies sufficient, and both North Wales Water Authority and Montgomery Township Municipal Sewer Authority had stated that this development would have no impact on their services. Ms. McCreary had contacted Susan Ryan, at PECO, who stated that PECO had sufficient funds to allocate service to the Penn Medicine location. A resident stated that she hoped that Penn Medicine would be a good neighbor and do more than what is legally required or sufficient. Damon Drummond stated that Penn Medicine had agreed to install a flashing device to alert

drivers of the Gwynmont Drive intersection on DeKalb Pike. Mr. Poterjoy added that traffic counts and studies had been conducted in May of 2022 and included all nearby intersections. The Gwynmont Farms residents expressed further traffic concerns on Welsh Road. Ms. McCreary stated that the Township and Highway Safety Unit has been studying Welsh Road prior to the Penn Medicine application and had implemented no turn on red for Stump Road at the intersection with Welsh Road. Mr. Borghetti stated that the township is on top of traffic issues in this area and Penn Medicine is addressing the township concerns.

There being no further comments, upon a motion made by Jay Glickman, and seconded by Jim Rall, the Planning Commission recommended that the Board of Supervisors approve the Land Development Application of Penn Medicine subject to Township Consultant and Staff review comments. All in favor.

#### **The Village Text Amendment Ordinance 23-336**

Christen Pionzio, attorney for the applicant, and Harry Hassan, owner of The Village Shopping Center, addressed the Commission. Ms. Pionzio explained that the applicants had met with township staff to discuss development options at this site. She stated that the second floor of the center is currently 80% vacant and the bank tenant in the barn on the property had vacated. The applicant is proposing a text amendment to allow apartments above the current shopping center and barn building. A new building is also proposed which would provide office space on the first floor and apartments above on the second floor. The proposed text amendment would allow mixed-use residential within the S-Shopping Center district, including the Village Shopping Center and other properties with this zoning designation. Specific uses would be permitted and specific requirements would be required with this proposed mixed-use development.

There was no public comment on this proposal.

Upon a motion made by Jay Glickman, and seconded by Tom Borghetti, the Planning Commission recommended that the Board of Supervisors approve the ordinance text amendment as presented. All in favor.

#### **Atlas Broadband Solutions Conditional Use C-80**

Zach Morano, attorney for the applicant, and Susan Rice, engineer for the applicant, addressed the Commission. Mr. Morano and Ms. Rice explained that the proposed flag lot 2-lot subdivision is allowed by conditional use at this address, 1011 Lansdale Avenue. The use of landscaping buffers was discussed with the commission, as well as tree replacements and stormwater facilities. Ms. Rice stated that all trees along the property line will remain, and replacement trees will be provided for the large dying tree at the front of the property, which is to be removed. Stormwater facilities are to be provided by an earthen berm and a stone pit and trickle outlet. Ms. Rice added that a sanitary sewer line and manhole will be provided.

There was no public comment on this proposal.

Upon a motion made by Jay Glickman, and seconded by Tom Borghetti, the Planning Commission recommended that the Board of Supervisors approve the Conditional Use application. All in favor.

**Adjournment:** There being no further business to come before the commission, the meeting adjourned at 8:26 p.m. The next meeting will be held at 7:30 p.m. on September 21, 2023, at the Township Building.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item #07

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SUBJECT: Authorization to Bid Basketball Court Improvements at Fellowship Park  
MEETING DATE: August 28, 2023  
BOARD LIAISON: Candyce Fluehr Chimera, Chair  
INITIATED BY: Floyd Shaffer, Recreation and Community Center Director

---

BACKGROUND:

Included in the 2023 Capital Investment Plan are improvements to the basketball court at Fellowship Park. Gilmore & Associates, Inc., Township Engineer has prepared the required bid specifications and competitive bids will be solicited utilizing the PennBid website.

BUDGET IMPACT:

A total of \$87,000.00 has been included in the 2023 Capital Investment Plan for basketball court improvements at Fellowship Park.

RECOMMENDATION:

It is recommended the Board of Supervisors approve the authorization for the advertisement of the bid.

MOTION/RESOLUTION:

**Motion** to authorize the advertisement of the bid for the basketball court improvements at Fellowship Park utilizing PennBid.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will call for public comment.
- 3) Chairwoman will call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item #08

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SUBJECT:	Proposal for Feasibility Study – Farmhouse at Windlestrae Park
MEETING DATE:	August 28, 2023
BOARD LIAISON:	Tanya C. Bamford
INITIATED BY:	Carolyn McCreary, Township Manager

---

**BACKGROUND:**

Members of the Parks and Recreation Board made recommendations concerning the vacant farmhouse at Whistlestop Park at the Board of Supervisors public meeting on July 10. The Board of Supervisors asked the Township Manager to obtain a cost estimate for a feasibility study of the building.

Township staff met with Joe Phillips, AIA, LEED/AP who is with Phillips & Donovan Architects, LLC. to inspect the interior and exterior of the building. We also forwarded him the details from the Parks & Recreation Board's presentation.

Included in your packet is the proposal to prepare a feasibility study including the scope of work and a detailed description of each component and cost.

As we did not budget for this in 2023, we are asking the Board for consensus to include it in the 2024 budget or a formal authorization to approve the study with the Township Manager accepting the proposal on behalf of the Township.



## PHILLIPS & DONOVAN ARCHITECTS, LLC

21 August 2023

Montgomery Township  
c/o Carolyn McCreary, Township Manager  
1001 Stump Road  
Montgomeryville, PA 18936

Re: Proposal for Architectural Services: Windlestrae Farm House - Feasibility Study for Adaptive Reuse

Dear Carolyn,

I enjoyed meeting with Greg Reiff at the Windlestrae Farm House to view the existing conditions. Thank you for the opportunity to submit our Fee Proposal to prepare a Feasibility Study for the Adaptive Reuse of the Windlestrae Farm House.

Our attached Proposal is broken down into phases and the cost per phase, primarily for billing purposes. However, the final amount will be equal to the total architectural design fee plus any additional services, or in the event of project abandonment, the costs expended to date.

After your review, if you have any questions or would like to discuss anything, please do not hesitate to give Jim or me a call. We look forward to the opportunity of working with you and the Board of Supervisors on this project.

Sincerely,

  
H. Joseph Phillips AIA, Principal

LEED Accredited Professional  
Certified Sustainable Building Advisor  
Home Efficiency Consultant

Encl.

**H. Joseph Phillips AIA, LEED AP, Principal**

P. O. Box 160, Bedminster, PA 18910, Phone: 215-795-2400, Fax: 215-795-2900, Web: [phillipsdonovanarchitects.com](http://phillipsdonovanarchitects.com)  
210 W. Broad Street, Bethlehem, PA 18018, Phone: 610-317-0221, Fax: 610-317-0227



## PHILLIPS & DONOVAN ARCHITECTS, LLC

Date: 21 August 2023

### Proposal for Architectural Services

**Project Name:** Windlestrae Farm House – Feasibility Study for Adaptive Reuse

**Client:** Montgomery Township  
c/o Carolyn McCreary, Township Manager  
1001 Stump Road  
Montgomeryville, PA 18936

### **Description of Basic Services**

The scope of services for your project includes the preparation of a Feasibility Study to review the existing conditions of the Windlestrae Farm House and ascertain its fitness for adaptive reuse as a multipurpose community activity building to accommodate educational classes, exhibits, and events that support the Township's Mission to inspire passion and respect for the natural world through creative arts, music, culture, and education. The various components of the Feasibility Study are further defined as follows.

### Field Measurement & As-built Floor Plan Documentation

In this phase we will visit the farm house to field measure the layout of the existing interior wall partitions. Using the measurements taken on-site, as well as photographs of the existing conditions, we will prepare CAD generated basement, first floor, second floor, and third floor/attic plans showing the existing layout. We have not included any scope of work or fees to document the exterior of the building at this time. We have assumed that you will be able to provide us with site plan information of sufficient detail to complete our work in this phase.

- |                                       |    |                 |
|---------------------------------------|----|-----------------|
| • Field Measurements: (Floor Plans)   | \$ | 1,500.00        |
| • <u>As-built Floor Plan Drawing:</u> | \$ | <u>1,000.00</u> |

Subtotal:	\$	2,500.00
-----------	----	----------

### Building Code Review & Report

In this phase we will analyze the pertinent sections of the building code as they relate to the adaptive reuse of the existing structure as a community activity building. We will summarize the findings in a written report.

Subtotal:	\$	1,200.00
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**H. Joseph Phillips AIA, LEED AP, Principal**

P. O. Box 160, Bedminster, PA 18910, Phone: 215-795-2400, Fax: 215-795-2900, Web: [phillipsdonovanarchitects.com](http://phillipsdonovanarchitects.com)  
210 W. Broad Street, Bethlehem, PA 18018, Phone: 610-317-0221, Fax: 610-317-0227



**Proposal for: Windlestrae Farm House- Feasibility Study for Adaptive Reuse**

**Date: 21 August 2023**

**Page: 2 of 6**

**Program Development**

In this phase we will meet with Township representatives to review current and future space needs, as well as, other requirements and pertinent information provided by user group representatives. Using the information gained at this meeting, we will prepare a written program of space requirements outlining rooms/spaces required, approximate size, and approximate area, for both current and future space needs. We will meet with Township representatives to review the completed Program of Space Requirements, answer questions, and gain additional input. Based on input gathered at this meeting, we will revise the Program of Space Requirements and email it to you for your use and records. *(Fee assumes 2 total meetings in this phase.)*

Subtotal: \$ 2,000.00

**Conceptual Floor Plan Design**

Using the as-built floor plan drawings we will have previously prepared, the program information provided to us during the Program Development Phase, and the Building Code Review completed in the previous phases, we will develop and prepare conceptual floor plan drawings showing how the existing building can be adaptively reused to accommodate the desired use and program elements. Upon completion of this work, we will meet with you to review the conceptual floor plan drawings, answer any questions you may have, and gain your input. *(Fee assumes 1 meeting in this phase.)* If additional design development services are required, we will complete them on an hourly/as needed basis or by way of a separate fee proposal.

Subtotal: \$ 2,500.00

**Cost Estimating**

We will retain the services of a cost estimating consultant to prepare a preliminary conceptual design phase budget cost estimate for the chosen, proposed adaptive reuse concept. We will provide the cost estimator with information regarding proposed construction materials, answer questions and coordinate with the cost estimator. We will meet with township representatives to review the completed conceptual design phase budget cost estimate. *(Fee assumes 1 meeting in this phase.)*

Cost Estimating Consultant: \$ 2,520.00

Architect: \$ 1,200.00

Subtotal: \$ 3,720.00

**Meeting with Township Representatives**

Upon completion of the tasks outlined above, we will meet with Township Representatives or the Board of Supervisors to review our findings, present the proposed adaptive reuse concept, and discuss the process to move forward with the project. *(Fee assumes one meeting.)*

Subtotal: \$ 480.00

**Revisions**

Revisions to the work outlined above will be completed on an hourly/as requested basis or by way of a separate proposal.

**Optional/Additional Services**

The following Services have not been included in our fees for basic services and are offered as Optional/Additional Services.

**Field Measurement & As-built Exterior Elevation Documentation**

If selected, in this phase we will field measure the existing exterior elevations at the same time we measure the floor plan layout/dimensions. We will also photograph the exterior elevations. After measuring the exterior elevation conditions, we will prepare as-built CAD exterior elevation drawings.

• Field Measurements: (Exterior Elevations)	\$	380.00
• <u>As-built Exterior Elevation Drawings:</u>	\$	950.00
Subtotal:	\$	1,330.00

I, by my initials below, acknowledge and authorize the above Additional/Optional Services.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**Conceptual Exterior Elevation Design**

If selected, using the as-built exterior elevations drawings we will have previously prepared, the program information provided to us during the Program Development Phase, and the Building Code Review completed in the previous phases, we will develop and prepare conceptual exterior elevation drawings for the selected conceptual floor plan concept. Upon completion of this work, we will meet with you to review the conceptual exterior drawings, answer any questions you may have, and gain your input. *(Fee assumes 1 meeting in this phase.)* If additional design development services are required, we will complete them on an hourly/as needed basis or by way of a separate fee proposal.

Subtotal:	\$	2,500.00
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I, by my initials below, acknowledge and authorize the above Additional/Optional Services.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**Proposal for: Windlestrae Farm House- Feasibility Study for Adaptive Reuse**

**Date: 21 August 2023**

**Page: 4 of 6**

**Three-Dimensional Model of Interior**

If selected, in this phase we will develop a three-dimensional model of the interior of the building to illustrate the selected conceptual floor plan design and layout. Upon completion of the interior model, we will meet with you to present the model, answer any question you may have and gain additional input. If additional design development services are required, we will complete them on an hourly/as needed basis or by way of a separate fee proposal. *(Our fee assumes one meeting in this phase.)*

Subtotal: \$ 1,950.00

I, by my initials below, acknowledge and authorize the above Additional/Optional Services.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**Three-Dimensional Model of Exterior**

If selected, in this phase we will develop a three-dimensional model of the exterior of the building to illustrate the selected conceptual exterior elevation design. Upon completion of the exterior model, we will meet with you to present the model, answer any question you may have and gain additional input. If additional design development services are required, we will complete them on an hourly/as needed basis or by way of a separate fee proposal. *(Our fee assumes one meeting in this phase.)*

Subtotal: \$ 1,530.00

I, by my initials below, acknowledge and authorize the above Additional/Optional Services.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**Future Phases of Work**

Based on your review and comments regarding the conceptual design drawings and written reports, we will prepare a Fee Proposal to carry your project through the Schematic Design, Design Refinement, Construction Documents, Bidding Administration, and Construction Administration Phases.

**Proposal for: Windlestrae Farm House- Feasibility Study for Adaptive Reuse**

**Date: 21 August 2023**

**Page: 5 of 6**

**Recap of Fees for Basic Services**

Field Measurement & As-built Floor Plan Documentation	\$	2,500.00
Building Code Review & Report:	\$	1,200.00
Program Development:	\$	2,000.00
Conceptual Floor Plan Design:	\$	2,500.00
Cost Estimating:	\$	3,720.00
<u>Meeting with Township Representatives/Board of Supervisors:</u>	<u>\$</u>	<u>480.00</u>

Total Basic Services Fee:	\$	12,400.00
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**Recap of Fees for Optional/Additional Services**

Field Measurement & As-built Documentation of Exterior Elevations:	\$	1,330.00
Conceptual Exterior Elevation Design:	\$	2,500.00
Three-Dimensional Model of Interior:	\$	1,950.00
Three-Dimensional Model of Exterior:	\$	1,5300.00

Each of the phases listed in the "Recap of Architectural Services Fee" above includes the stipulated number of meetings to review the status of the project at that time. Additional meetings held in any phase and attendance at municipal meetings not included in this proposal will be considered additional services and will be billed hourly at the rates for the individual(s) in attendance.

We exclude any costs for civil, structural, mechanical, electrical, or plumbing engineering, site surveys, soil engineering, traffic engineering, wetland delineation, appraisals, market analysis and environmental studies.

The costs of CAD plots, blueprints, postage, mileage, and copies have been excluded and will be billed to you as reimbursable expenses. Furthermore, we have not included any costs for artist renderings, 3D models, or mock-ups in our fee for basic services.

For additional services not outlined in this proposal and services billed hourly, the following rates will apply:

Principal:	\$ 160.00/hour
Staff:	\$ 105.00 to \$ 150.00/hour

To accept this proposal under the terms stipulated in this proposal and in the accompanying cover letter, please sign and date, where indicated and return this original signed copy as your authorization to proceed. Upon receipt of same, I will schedule the work as soon as possible.

**Proposal for: Windlestrae Farm House- Feasibility Study for Adaptive Reuse**

**Date: 21 August 2023**

**Page: 6 of 6**

Payment for our services will be billed as work progresses. Progress payments are due and payable upon receipt of our invoice. Full and final payment is due upon completion of the work outlined in this Proposal. If the Owner/Signatories of this proposal fail to make payment when due to the Architect for services and expenses, the Architect may, upon seven days' written notice to the Owner/Signatories, suspend performance of services under this proposal. Unless payment in full is received by the Architect within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the Architect shall have no liability to the Owner/Signatories for delay or damage caused the Owner/Signatories because of such suspension of services. Furthermore, drawings will not be sealed or submitted to approval agencies until payment is received in full. Phillips & Donovan Architects, LLC must be notified in writing within fifteen (15) working days upon receipt of an invoice of any disputed invoice charges. Any disputed billing claims arising after the fifteen (15) day time frame will be the responsibility of the client to pay in full. If your account is referred for collection, you will be responsible for collections fees in the amount of 33.33% of the outstanding balance, court costs and reasonable attorney fees.

This proposal is valid for 60 days from the date of writing. If not accepted by the owner within 60 days, the Architect reserves the right to modify the terms, conditions, and professional fees stated herein. By executing this Agreement, the Signatories agree to limit the Architect's Professional Liability in any subsequent claims to the amount of the Architectural fee.

I by my signature below, also acknowledge receipt of the accompanying cover letter and pages 1 through 6 of this proposal.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**Consultants**

The following are copies of our consultant's proposals. The fees outlined in these proposals have already been included in the fees for services outlined in our proposal. The consultant fees have been passed on to you at our cost without any markup



85 William Penn Rd., Lehighton, PA 18235  
484-464-1346  
Email: mhessinger@estimatingssystemslc.net

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Mr. Joe Philips  
Phillips & Donovan Architects, LLC  
PO Box 160  
3160 Bedminster Rd.  
Bedminster, PA 18910

Date: August 21, 2023

RE: Feasibility Study for Windlestrae Farm House & site for use by the Parks & Recreation Department

Dear Mr. Philips,

Thank you for choosing Estimating Systems, LLC to help you with your estimating needs. Please read over the following description of "services to be provided" to make sure we are all in agreement with the tasks you are asking us to perform for your firm. Let us know as soon as possible if there are any discrepancies and we will revise and resubmit it for your approval. Thank you and we look forward to working with you on this project.

**Services Provided:**

Estimating Systems, LLC understands the following scope of work for the Windlestrae Farm House & site for use by the Parks & Recreation Department

- **Feasibility Study Cost Estimate**
  - o This will include a budgetary cost estimate for the general trades & MEP Systems broken down by CSI code. The pricing would include all general construction, site and MEP systems as indicated on the schematic design drawings and specifications and / or accompanying scope of work as provided by Phillips & Donovan Architects

**Qualifications / Clarifications**

Estimating is not an exact science. Items can be overlooked especially in design development estimating situations where there are gray program details. Estimating Systems, LLC will make every attempt to provide a fully detailed description of the program as we understand it and provide design development level pricing to match that description. Estimating Systems, LLC will also make every attempt to provide a well-defined estimate and description for the final construction documents estimate. Should any scope or portion of the intended scope be missed through no course of gross negligence, Estimating Systems, LLC cannot be held responsible legally or otherwise. We offer a team approach to the estimating process and look to the client to provide a supervisory / review process that will also benefit the project. Should the client notice something that was missed or a scope item that was not clearly vetted we need to be made aware immediately so that corrective action can be taken.

**TOTAL INVESTMENT:**

We have estimated approximately the following costs for the project:

- **24 hours** to identify the Schematic Design Phase Cost Estimate of the General Trades & MEP systems as provided by Phillips & Donovan Architects, LLC at a rate of **\$105.00 / hour** for a total cost of **\$2,520.00**

**Payment Terms:**


Total lump sum proposal for the work described above will be **24 hours** at a rate of **\$105.00 / hour** for a total cost of **\$2,520.00**. This does not include any additional expenses that may be incurred (drawing reproductions, travel, etc.) Should any incidentals arise they will be billed at cost. A copy of the invoice will be attached to the final invoice for your records. Payment terms are as follows: **Net 10 Days**

Should the time spent for our services be less than the estimated time allotted, billings will only be for the actual hours spent. Should the time spent for our services exceed the allotted estimated time, billings will be calculated on the estimated time plus no more than 10% of the original estimated cost no matter what the actual hours are.

Additional costs will be calculated for additional scope over and above the items specifically listed in this proposal. Any additional scope will be discussed and an estimated duration and cost will be provided prior to commencing with the additional work.

Please sign and date this proposal to indicate that you understand and agree to the scope of work in its entirety as described above.

Sincerely,



Micah J. Hessinger CSI, CDT, ASPE  
Owner, Estimating Systems, LLC

\_\_\_\_\_  
*Name (Printed)*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item #09

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SUBJECT: Approval of Purchase/Installation – Switch Replacements for Police Dept.  
MEETING DATE: August 28, 2023  
BOARD LIAISON: Annette M. Long  
INITIATED BY: J. Scott Bendig, Chief of Police

---

**BACKGROUND:**

IT Director, Rich Grier planned to upgrade the network switches in 2024. However, with the stepped-up plan to replace the body-worn cameras, we will need to make this change in 2023.

Included in the packet is a quote from Omega Systems Corp. to add one switch to the existing network. This will provide the Police Department with the ability to run WatchGuard and the new Axon system simultaneously. In 2024 a second new switch will be installed, and the remaining old switches removed, giving the Department an all-new network infrastructure.

**BUDGET IMPACT:**

The cost of \$20,792.85 will be accounted for in the Township's Capital Fund. Omega Systems Corp. is a COSATARS vendor.

**RECOMMENDATION:**

Staff recommends the Board approve the purchase.

**MOTION/RESOLUTION:**

**Motion** to approve quote no. OSCQ10250 from Omega Systems Corp. dated August 16, 2023 in the amount of \$20,792.85, for the purchase and installation of the Police Department network switch.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will call for public comment.
- 3) Chairwoman will call for a vote.





**We have prepared a quote for you.**

**Costars contract#: COSTARS-003-073**

## **PD Switch Replacements**

**Quote# OSCQ10250**

### **Prepared For:**

**Montgomery Township**

**Richard Grier**

1001 Stump Road  
Montgomeryville, PA 18936  
rgrier@montgomerytp.org  
2153936900

### **Prepared By:**

**Jason Zimmerman**

Phone: 484.772.1096

Email: jzimmerman@omegasystemscorp.com

**Justin Andresen**

Phone: 484.772.1090

Email: jandresen@omegasystemscorp.com

**Confidential Information - Do Not Distribute**

PD Switch Replacements  
 Montgomery Township

Quote #: OSCQ10250

Costars contract#: COSTARS-003-073

Item	Description	Price	Qty	Ext. Price
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## Hardware:

JL665A	Aruba 6300F 48-port 1GbE Class 4 PoE and 4-port SFP56 Switch - 48 Ports - Manageable - 3 Layer Supported - Modular - 4 SFP Slots - 86 W Power Consumption - Twisted Pair, Optical Fiber - 1U High - Rack-mountable - Lifetime Limited Warranty	\$9,103.66	2	\$18,207.32
R0M46A	Aruba 50G SFP56 to SFP56 0.65m Direct Attach Copper Cable - 2.13 ft SFP56 Network Cable for Network Device - First End: 1 x SFP56 Network - Second End: 1 x SFP56 Network	\$262.20	2	\$524.40
J9150D	Aruba 10G SFP+ LC SR 300m OM3 MMF Transceiver - For Data Networking, Optical Network - 1 x LC 10GBase-SR Network - Optical Fiber - Multi-mode - 10 Gigabit Ethernet - 10GBase-SR - Plug-in Module	\$591.46	1	\$591.46
7MX874	Fortinet SFP+ Module - For Data Networking, Optical Network - 1 x 10GBase-SR Network - Optical Fiber 10 Gigabit Ethernet - 10GBase-SR	\$129.88	1	\$129.88
11425031	C2G 0.5m LC-LC 50/125 Duplex Multimode OM4 Fiber Cable - Aqua - 1.6ft - 0.5m LC-LC 50/125 Duplex Multimode OM4 Fiber Cable - Aqua - 1.6ft	\$14.79	1	\$14.79
<b>Hardware SubTotal</b>				<b>\$19,467.85</b>

## Normal Business Hours Services:

Please Note: Services quoted will be billed as a FIXED fee  - Integrate all switch components - Rack and cable new switches - Configure VLANs on Aruba switches - Configure fiber uplinks to the existing FortiSwitches - Verify network connectivity				
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PD Switch Replacements  
 Montgomery Township

Quote #: OSCQ10250

Costars contract#: COSTARS-003-073

Item	Description	Price	Qty	Ext. Price
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## After Hours Services:

	<p>Please Note: Services quoted will be billed as a FIXED fee</p> <ul style="list-style-type: none"> <li>- Move existing network connections from the existing Cisco and Avaya switches to the new Aruba switches</li> <li>- Verify network connectivity</li> </ul>			
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## Project Management Services:

	<p>Please Note: Project Management hours can be used for services quoted (estimated hours 1). If your available Project Management hours do not cover this quote/hours, the remaining balance (overage) will be billed separately at the Time and Materials rates</p> <ul style="list-style-type: none"> <li>- Draft tailored project plan</li> <li>- Internal resource scheduling</li> <li>- Risk management</li> <li>- Timeline management</li> <li>- Weekly status meetings with follow-up documentation</li> <li>- Liaison with third-party vendors</li> <li>- Single point of contact between customer and Omega Systems during the project</li> </ul>			
Services SubTotal FIXED Fee				<b>\$1,295.00</b>

PD Switch Replacements  
 Montgomery Township

Quote #: OSCQ10250  
 Costars contract#: COSTARS-003-073

Prepared For	Ship To	Details
<b>Montgomery Township</b> Richard Grier 1001 Stump Road Montgomeryville, PA 18936 United States  rgrier@montgomerytp.org 2153936900	<b>Omega Systems</b>  1121 Snyder Road West Lawn, 19609  610-678-7002	<b>PD Switch Replacements</b>  <b>Quote #:</b> OSCQ10250  <b>Delivered:</b> Aug 16, 2023

## Quote Summary

Description	Amount
Hardware SubTotal	\$19,467.85
Services SubTotal FIXED Fee	\$1,295.00
Subtotal:	\$20,762.85
Shipping:	\$30.00
Tax:	\$0.00
Total:	\$20,792.85

## Deposit Required For Purchase

Description	Amount
50% Deposit	\$9,733.93

A 50% services deposit is due at time of project kick off meeting, balance to be billed at project completion. A 50% hardware deposit is due at time of signing quote, balance to be billed once all equipment has been delivered to Omega.

If a deposit is not required for services all installation services will be billed upon the completion of the project. By signing below, you agree to the terms set within this quotation and agree to make payment in the total amount. You also agree that acceptance of this quotation by electronic means shall have the same force and effect as a physical signature.

PD Switch Replacements  
Montgomery Township

Quote #: OSCQ10250

Costars contract#: COSTARS-003-073

## Terms:

The information in this proposal is business confidential and shall not be disclosed outside the customer listed above and shall not be duplicated, used or disclosed in whole or in part for any purpose other than to evaluate the proposal. Pricing in this proposal is valid for 3 days after the transmission of this quotation by Omega Systems (the "Expiration Date"), after which time prices are subject to change. Signed quotations returned by You on or before the Expiration Date shall create an obligation between You and Omega Systems. Signed quotations returned after the Expiration Date may create an obligation between You and Omega Systems if Omega Systems, in its sole discretion, accepts the signed quotation. Except as provided above, this quotation shall not create any obligations upon Omega Systems or You. This quotation shall also be subject to the terms of any existing agreements between Omega Systems and You, including a Master Service Agreement. If no such agreement exists, this quotation is subject to the Omega Systems' Standard Terms and Conditions.

PLEASE NOTE: Labor will be performed Monday - Friday between 8:00 am and 5:00 pm, excluding holidays.

**\*\*PRICING IS REFLECTED BASED ON QUANTITIES SHOWN. CHANGES TO QUANTITIES MAY IMPACT PRICING. \*\***

**\*\*SERVICES QUOTED AS A FIXED FEE WILL NEVER GO BELOW OR ABOVE THE FEES QUOTED. ANY ADDITIONAL SERVICES PROVIDED OUTSIDE THE QUOTED SCOPE OF WORK WILL BE SUBJECT TO ADDITIONAL SERVICE FEES. \*\***

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Signature

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Date

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item #10

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<b>SUBJECT:</b>	Montgomery County-Norristown Public Library Request for Funding
<b>MEETING DATE:</b>	August 28, 2023
<b>BOARD LIAISON:</b>	Candyce Fluehr Chimera, Chairwoman
<b>INITIATED BY:</b>	Carolyn McCreary, Township Manager

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**BACKGROUND:**

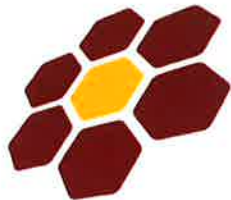
The Township received a letter from the Executive Director thanking us for our annual support and requesting consideration to increase it in 2024.

**BUDGET IMPACT:**

The Township has budgeted a \$10,000 donation in the 2023 budget.

**RECOMMENDATION:**

Staff is seeking Board consensus about the level of funding to the library so we can properly account for it in the 2024 budget.



**Montgomery County-Norristown Public Library**  
*District Library Center serving Montgomery County, Pennsylvania*  
1001 Powell Street, Norristown, PA 19401  
Telephone: (610) 278-5100 • Website: [mnl.mclinc.org](http://mnl.mclinc.org)

August 8, 2023

Carolyn McCreary, Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Re: Municipal Allocation to the Montgomery County-Norristown Public Library

Dear Carolyn,

Happy August! It's hard to believe that summertime is coming to a close and we're halfway through 2023. It's also that time of year when we let you know what we're up to, thank you for your annual financial support, and ask you to consider allocating funds to MC-NPL again in 2024.

In 2022, you were able to allocate \$10,000.00 to the library and we look forward to receiving your 2023 allocation. Please consider increasing the amount for 2024.

You may have heard that Montgomery County has hired Kimmel Bogrette Architecture + Site to do a full building study and architectural plan for updating and renovating the library at 1001 Powell Street in Norristown. The County owns the library building, which was built in 1976, before there were computers in libraries, before the internet, and long before the recent pandemic. The way people use libraries has changed drastically since then — now they are flocking to libraries to connect with the world and with each other. We envision meeting rooms, large and small, for job interviews, educational services, and group study in the renovated space.

We will be holding a number of public meetings to ask for ideas, big and small, and encourage you and your community members to join us. These renovations will benefit all of us and we want them to meet your needs.

The County also approved the signing of a lease with the Logan Commerce Center to rehome the library at 1700 Markley Street in Norristown for up to four years while the renovations take place. This will enable us to provide full services to all of you during that time.

State aid for public libraries is unchanged for 2023 and remains below 2003 funding levels. Unfortunately, inflation has not remained at 2003 levels. In times like these, our

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communities need libraries more than ever! In addition to hosting hundreds of in-person programs and events, we continue to offer a vast array of content: over 2.2 million physical items from across Montgomery County, over 37,000 e-books, over 14,000 downloadable audiobooks, and nearly 1,500 digital magazines. For more fun library facts, please take a look at our 2023 Annual Report, enclosed.

Thank you for your support of the Montgomery County-Norristown Public Library. We couldn't do it without you!

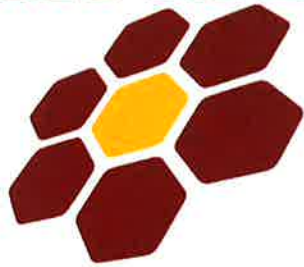
Sincerely,

A handwritten signature in black ink, appearing to read "Karen J. DeAngelo". The signature is fluid and cursive, with the first name "Karen" and last name "DeAngelo" clearly distinguishable.

Karen J. DeAngelo  
Executive Director

KJD/ch  
Enclosure: 2022 Annual Report





# 2022 ANNUAL REPORT

4,000,000

3,000,000

2,000,000

1,000,000

0

## REVENUES

Local: \$3,111,023

State: \$1,917,771

\*Federal: \$108,948

Other: \$358,078

**Total: \$5,517,820**

\*American Recovery Plan

Local

State

Federal

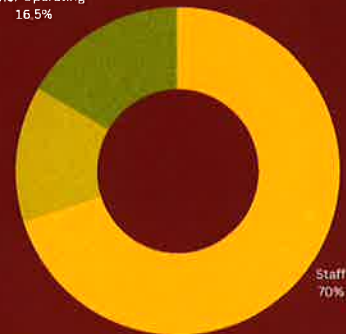
Other

Other Operating  
16.5%Collection  
13.5%

Staff \$3,694,326

Collection \$712,664

Other Operating \$868,738

**Total \$5,275,728**

## EXPENDITURES

## CIRCULATION ALL LOCATIONS

Adult books.....	168,454
Children's books.....	226,839
eBooks.....	128,245
Other.....	62,954
<b>Total.....</b>	<b>586,492</b>

Total circulation increased by **19%** over 2021!

## BRANCHES BY THE NUMBERS

	CATALOGED ITEMS	CIRCULATION
Conshohocken Free Library	20,729	44,718
Perkiomen Valley Library	31,515	85,930
Royersford Free Public Library	48,499	151,020
Upper Perkiomen Valley Library	30,945	80,484

## ALL LOCATIONS PROGRAM ATTENDANCE

1,837 Program Sessions

31,525 In-Person Attendees

867 Virtual Attendees

**\*32,392 Total Attendees**

\*a 77% increase from 2021!



## BOARD OF DIRECTORS

Cathynn Sweeney, President

Jules K. DeLuzio, 1st Vice President

Brian Mays, 2nd Vice President

Mary B. Metz, Treasurer

Angelique Holmes Hinton

Theresa F. Martini

Chantelle Silverio

Laura Smith

Cynthia Wirth

Karen J. DeAngelo, Executive Director

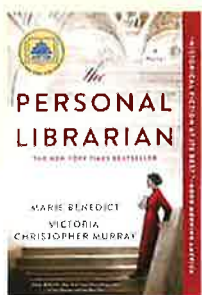
# Montgomery County-Norristown Public Library

District Library Center serving Montgomery County, Pennsylvania

1001 Powell Street, Norristown PA 19401 • (610) 278-5100 • mc-npl.org

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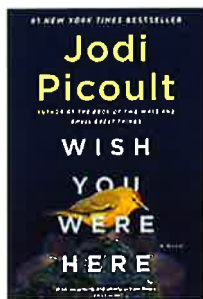
# TOP 5 MOST CIRCULATED BOOKS: 2022



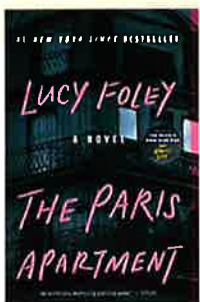
**#1**  
The  
Personal  
Librarian  
by Marie  
Benedict &  
Victoria  
Christopher  
Murray



**#3**  
The Last  
Thing He  
Told Me  
by Laura  
Dave



**#5**  
Wish You  
Were  
Here  
by Jodi  
Picoult



**#2**  
The Paris  
Apartment  
by Lucy Foley



**#4**  
People We  
Meet on  
Vacation  
by Emily  
Henry

## 3 BIG THINGS IN 2022:

- In-person program attendance increased by 77%
- Adopted a Strategic Plan for 2022 – 2025 to set priorities and guide our efforts
- Rolled out a logo and fresh branding guidelines



## GRANTS

The following organizations supported MC-NPL with grants in 2022:

Benjamin E. Block Trust  
Child Development Foundation  
Chubb  
Friends of Montgomery District Library Center  
Kiwanis of Norriton Circle  
Literacy Council of Norristown  
Louis N. Cassett Foundation  
The Franklin Institute/GSK  
The Montgomery County Foundation  
Philadelphia Foundation/Catchafire



## COMMUNITY PARTNERSHIPS

MC-NPL collaborated with many community organizations in 2022, including:

ACLAMO  
AARP Foundation Tax-Aide  
Greater Norristown NAACP  
Interagency Council of Norristown  
Literacy Council of Norristown  
Martha's Community Farm  
Montgomery County Bar Association  
Montgomery County Chamber of Commerce  
Montgomery County Office of Public Health  
Montgomery County Intermediate Unit  
Montgomery County Literacy Network  
MontCo Workforce Development Board  
Norristown Area Chamber of Commerce  
Norristown Area School District  
Norristown Hospitality Center  
Norristown Municipality  
One Book One Norristown  
Rotary Club of Norristown



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item #11

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SUBJECT: Ratification of Real Estate Tax Appeal Settlement – 976 Bethlehem Pike  
MEETING DATE: August 28, 2023  
BOARD LIAISON: Audrey R. Ware  
INITIATED BY: Brian Shapiro, Director of Finance

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BACKGROUND:

The taxpayer filed an appeal for the property tax related to 976 Bethlehem Pike (TMP 46-00-00312-00-2) for the 2022 tax year. The Board of Assessment Appeals issued a Notice of Assessment Reduction in October 2022. The North Penn School District negotiated a settlement with the taxpayer resulting in a decrease of the assessed value to \$2,996,970.00. For 2023 the assessed value will become \$2,655,000.00

BUDGET IMPACT:

Based on the proposed settlement, the Township will need to issue a refund of \$2,554.81 for tax year 2022 and \$3,406.32 for tax year 2023. The repayment of the real estate tax revenue totals \$5,961.13.

RECOMMENDATION:

The Solicitor's office has reviewed the proposed settlement and recommends the Board of Supervisors approve the settlement.

MOTION/RESOLUTION:

**Motion** to approve the stipulated settlement for 976 Bethlehem Pike and authorize the Township Solicitor to execute the document on behalf of the Township.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item #12

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SUBJECT:	Update on Zoning Hearing Board Application – The Venue at the Mall
MEETING DATE:	August 28, 2023
BOARD LIAISON:	Candyce Fluehr Chimera
INITIATED BY:	Carolyn McCreary, Township Manager

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**BACKGROUND:**

The applicant seeks to expand the use variance granted on May 19, 2023, related to indoor recreation/entertainment to now permit BYOB events.

At the August 14 Board of Supervisors public meeting staff sought and received ratification of the Board's prior opposition to the application and decision to send the Solicitor to the hearing to oppose the application or, in the alternative, authorize the Township staff and the Solicitor to discuss the matter with the applicant and their attorney to determine if conditions can be agreed to that would satisfy the Township's concerns related to the BYOB use, thereby resulting in a withdrawal of the authorization to send the Solicitor to oppose the hearing if the applicant agrees to such conditions as a part of any zoning relief granted by the Zoning Hearing Board.

Staff including the Township Manager, Police Chief, and Director of Planning/Zoning along with Township Solicitor, John Walko met with the applicants, their attorney, and the operations manager of the Montgomery Mall on August 21.

Based on the explanation provided, and representations made, we were unable to develop conditions that would allow us to rescind the recommendation that the Township Solicitor oppose the application.



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item #13

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SUBJECT: New Business – Department Reports  
MEETING DATE: August 28, 2023  
BOARD LIAISON:  
INITIATED BY: Annette M. Long, Vice-Chairwoman

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**BACKGROUND:**

The Township staff has prepared reports for the month of July. If there are any questions, the Department Directors will be available to answer them at the public meeting.

Additionally, this is an opportunity for staff to bring items or issues to the Board of Supervisors of interest or for which they need input or direction.

This month Township Manager, Carolyn McCreary will provide the Board with an update on the Township's capital projects.

## **ADMINISTRATION REPORT**

### **July 2023**

#### **Administrative Matters (Township Manager)**

- Met with Dept. Heads individually to discuss operations and outstanding issues.
- Met with Finance Director and Public Information Coordinator to discuss annual PAFR preparation.
- Attended DVHT Executive Committee meeting.
- Held meeting for North Penn municipal managers to discuss VMSC operations and funding.
- Attended presentation on DVHT wellness initiatives.
- Met with VMSC Chief to review municipal funding presentation.
- Spoke at Pinecrest annual HOA meeting with Chairwoman Chimera.
- Participated in virtual meeting with VMSC to discuss municipal funding request.
- Attended software training with staff.
- Participated in virtual meeting of the Wissahickon Stormwater Management and Technical Subcommittees.
- Met with HR Administrator to review outstanding matters and hiring processes.
- Attended VMSC pre-board meeting.
- Met with Public Information Coordinator and IT staff to discuss new initiative.
- Held staff/professionals' meeting with representatives and consultants for Penn Medicine.
- Met with Gilmore & Associates to discuss grant submissions for Stump Road pedestrian project.
- Met with representatives from HRG Engineering Co. to discuss stormwater presentation at APM.
- Attended a virtual meeting of the Wissahickon Stormwater group for municipal solicitors.
- Held meeting with GIS Analyst to discuss and get update on possible open space encroachments.
- Participated in pavement condition survey presentation with Public Works staff and GIS Analyst.
- Met with Township Engineer, Public Works Director and contractor to discuss pickleball court repairs.
- Held staff/professionals' meeting with representatives from Costco to discuss proposed building expansion.
- Held separate monthly staff meetings with Township Engineers, Traffic Engineers, and the Solicitor.
- Held agenda preparation meetings with Department Heads.
- Attended the monthly VMSC Board meeting.
- Attended Finance and Police Pension Committee meetings.
- Webinars: ICMA Equity Summit (two days)

#### **Public Information**

- Ongoing communication with Township residents, businesses, and staff utilizing the various communication channels.
- Promotion of Recreation & Community events and programs.
- Collaborated with Finance Department to produce the 2022 Popular Annual Financial Report (PAFR)
- Documented Department of Fire Services presentation at Neshaminy Falls
- Discussed ideas for enhancing Montgomery Township's communications with various departments.

- Attended the following meetings:
  - Board of Supervisors
  - Business Development Partnership
  - Environmental Advisory Committee
- Attended training and webinars on the following topics:
  - Granicus Community Engagement Summit
  - Uncivil Discourse: Safeguarding Reputation in the Age of Rage (3CMA)

### **Human Resources**

- Conducted PPT presentation of Wellness results of 2022 and reviewed Wellness Program, EAP, and DVHT Health Center benefits with Admin Bldg Staff, Fire, and four police shifts.
- Followed up with an employee with a health crisis.
- Attended software training.
- Organized with DVHT a Healthcare Bluebook demonstration and discussion on Healthcare Bluebook.
- Reviewed applications for Dispatch Specialist positions
- Posted FT Dispatch Specialist position, reviewed applications, set-up and conducted 7 phone interviews.
- Posted PT Admin Assist – Planning/Zoning – position, reviewed applications, set up and conducted phone 4 interviews.
- Posted PT Firefighter application and testing requirements, reviewed applications.
- Handled personnel matter, providing EAP material and support.
- Scheduled Flu Shot Clinic – September 27 – 7 am to approx. 10 am.
- Scheduled Summer and Fall Lunch & Learns – August 3 and November 28.
- Scheduled Biometric Screening on-site clinic – October 3, 2023 – 7 am to 11 am.
- Worked on Handbook Update Project.

## **Community and Recreation Center Report**

### **July 2023**

The Montgomery Township Community Recreation Center (Mont CRC) has enjoyed one of the busiest Julys since opening in October 2015.

***Below is a review of programming activity and facility usage for the month of July 2023:***

- Kids University conducted four full weeks of Day Camp at Montgomery Elementary School. Weekly attendance was at capacity of 160 participants each week. The program operated from 9:00am to 4:00pm daily. The CRC hosted special events on Fridays for Kids U during July.
- The spray pad and adjacent playground was the place to be during a very “warm” month of July.
- The Montgomery Township Concert series conducted three concerts during July. The July 12<sup>th</sup> event was themed towards children and families. Each concert was extremely well attended. Providing a Food Truck at each performance has been very well received.
- The monthly Red Cross CPR class attracted 8 students in July.
- FUNdamental Tennis conducted both lessons and “mini-Camps” during July. The sessions were conducted at the Rose Twig courts. Over 40 future tennis stars participated.
- Pickle ball participation is amazing. The popularity of the sports phenomena can be view daily at the CRC.
- New Memberships and renewals have been very consistent during the month of July. The positive occurrence is not typically seen in the summer months. Our cooperative relationship with Silver Sneakers and Renew Active has been a tremendous boost to our increase in traffic this summer.
- Badminton continues three days a week at the CRC.
- Group Exercise classes have continued throughout the summer season. Participation was excellent both in the morning as well as the evening classes.



- Evening indoor basketball open play was another activity that experienced an uptake in participation. Sunday afternoon games were especially popular.
- Corn hole play on Thursday evenings continues to grow. Up to three separate courts are being utilized on Thursday evenings.
- “*Soccer Shots*” conducted classes in the front lawn on each Saturday and Sunday in July. The popular pre-school program will continue this fall.

Fall 2023 planning has begun. Classes, programs, and Special Events for individuals and families will begin the week of September 18<sup>th</sup>. Our goal is to have a healthy activity for all Montgomery Township residents. Staff are excited to continue the growth of the CRC operation as we move into the final quarter of 2023.

***Our fall/winter 2023- 2024 facility hours of operation will begin on Tuesday September 5<sup>th</sup>.***

Monday through Friday - 5:30 am to 9:00 pm  
Saturday and Sunday – 8:00 am to 5:00 pm

Floyd S. Shaffer, Community Recreation Center Director



## Montgomery Township Inter-Office Memo

**To:** Carolyn McCreary, Township Manager  
**From:** Brian Shapiro, Director of Finance  
**Date:** 08/28/23  
**Subject:** August Finance Committee Report

Attached is a revenue and expenditure report as of 07/31/23 for the Montgomery Township 2023 budget.

### **2023 Budget Summary – as of 07/31/23:**

The General Fund's total revenues are \$10,511,692, or 73.59% of the total budget. Primary revenue sources (Act 511 Taxes) comprise \$7,519,169 (71.53%) of the total revenues.

Total Earned Income Taxes collected are \$3,688,531 (61.17%) of the budgeted \$6,030,000.

Total General Fund expenditures are \$7,682,920, or 53.38% of the total budget.

### **Real Estate Tax Collections**

Total Real Estate Tax Collections is \$4,623,421 or 97.23% of the total \$4,755,000 budget.

### **Department Expenditures**

All departmental expenses are tracking as expected.

### **2022 Annual Audit**

The 2022 audit is complete and on the Township's website.

### **Department Notes**

Conversion from the legacy software to the new software, Tyler Incode, was completed in July. The staff is still reconciling data and implementing new procedures.

### **Capital Investment Plan**

Attached is a listing of approved capital investments for 2023.

<b>BOS</b>			<b>Approved</b>	<b>CIP</b>	<b>Purchase</b>
<b>Approval</b>	<b>Description</b>	<b>Quantity</b>	<b>Cost</b>	<b>Amount</b>	<b>Method</b>
01/24/22	2022 Police Interceptor Utility AWD base (K8A)	3	149,180.05	180,000.00	COSTARS
02/14/22	Mounting and Installation of Equipment on 18	1	21,495.10	35,000.00	3 Quotes
02/14/22	Toro Z Master 7500D Series Mower	1	23,576.35	29,000.00	COSTARS
02/14/22	Case 590SN T4 Backhoe	1	152,243.00	150,000.00	COSTARS
02/14/22	Vibratory Roller	1	65,643.00	65,000.00	COSTARS
02/28/22	2021 Police Interceptor Utility AWD - Fire	1	54,269.87	90,000.00	COSTARS
02/28/22	Fire Gym Equipment	1	9,341.29	10,000.00	3 Quotes
03/14/22	2022 Road Program	1	877,559.80	993,979.00	Bid
03/14/22	2022 Peterbilt Dump	1	257,461.00	231,000.00	COSTARS
03/14/22	Graco GrindLazer	1	7,176.00	7,400.00	
03/14/22	Route 463 & Kenas Road Traffic Signal Intersection	1	64,097.00	90,000.00	Exempt
03/14/22	Route 463 & Hartman Road Traffic Signal Intersection	1	51,843.00	75,000.00	Exempt
03/14/22	Route 63 & Bell Run Blvd. Traffic Signal Intersection	1	64,797.00	62,000.00	Exempt
03/28/22	Sassafras Stormwater Pipe Replacement Project	1	387,730.00	340,000.00	Bid
03/28/22	2022 Curb and Curb Ramp Project	1	115,664.00	65,046.00	Bid
03/28/22	2 Canines and Training	2	29,230.04	30,000.00	Exempt
03/28/22	Emergency Radio Communications & Equipment	1	58,472.28	-	Bid
04/11/22	Wi-Fi Upgrades	1	13,490.00	20,000.00	3 Quotes
05/09/22	Website Redesign	1	10,000.00	-	
05/23/22	Vehicle Mounted License Plate Reader	2	36,604.00	30,000.00	COSTARS
06/13/22	Whistlestop Court Projects	1	253,499.25	250,000.00	Bid
06/13/22	416 Stump Road - Concrete Drainage Correction	1	30,175.00	-	COSTARS
06/13/22	Municipal Software	1	248,459.00	300,000.00	RFP
07/11/22	Route 463 & Hartman Road Traffic Signal Intersection - CO	1	19,552.00	-	CO
08/22/22	2022 Road Program - Change Order	1	18,983.20	-	Bid
08/22/22	309 and Montgomery Mall Access Drive N/S	1	1,264,205.80	815,000.00	Bid
09/12/22	HVAC System for the IT Server Room	1	7,995.00	-	Exempt
09/12/22	Bocce Court - Community Recreation Center	2	102,492.00	182,000.00	Bid
09/12/22	Bocce Court - Friendship Park	2	109,388.00	183,000.00	Bid
10/10/22	Squad 18 Fire Truck	1	1,022,385.00	1,200,000.00	COSTARS
10/10/22	Engine 18 Fire Truck	1	949,718.00	1,200,000.00	COSTARS
<b>Total 2022 Capital Investments:</b>			\$ 6,476,725.03	\$ 6,633,425.00	

<b>BOS</b>			<b>Approved</b>	<b>CIP</b>	<b>Purchase</b>
<b>Approval</b>	<b>Description</b>	<b>Quantity</b>	<b>Cost</b>	<b>Amount</b>	<b>Method</b>
01/23/23	2023 Police Interceptor Utility AWD base (K8A)	2	\$ 79,782.00	\$ 95,000.00	COSTARS
01/23/23	Equipment & Labor for 2023 Police Interceptor	2	27,545.43	31,000.00	COSTARS
01/23/23	2023 Crew Cab Truck	1	63,450.00	65,000.00	COSTARS
01/23/23	2023 Crew Cab Truck	1	92,242.00	95,000.00	COSTARS
01/23/23	2023 Dump Truck	1	68,800.00	70,000.00	COSTARS
01/23/23	2023 Dump Truck	1	70,670.00	88,000.00	COSTARS
01/23/23	2023 Dump Truck	1	58,950.00	70,000.00	COSTARS
01/23/23	2023 Dump Truck	1	70,670.00	88,000.00	COSTARS
01/23/23	2023 Crew Cab Truck	1	73,450.00	65,000.00	COSTARS
01/23/23	2023 Crew Cab Truck	1	92,242.00	95,000.00	COSTARS
01/23/23	2023 Ford F550 Bucket Truck	1	216,625.00	210,000.00	COSTARS
01/23/23	Planning and Zoning Furniture	1	13,059.00	15,000.00	COSTARS
02/13/23	Battalion 2 Painting	1	8,500.00	27,000.00	3 Quotes
02/13/23	Drones	2	25,855.00	25,000.00	Exempt
02/13/23	SpeedAlert 24 Radar Message Sign Trailer	1	17,365.00	18,000.00	COSTARS
02/13/23	2023 Case TV450 skid loader	1	168,071.00	170,000.00	COSTARS
02/13/23	2023 Toto Z Master 7500 Zero-Turn Mower	1	29,911.30	30,000.00	COSTARS
02/13/23	Zero-Turn Infield Groomer	1	29,943.00	30,000.00	Bid
02/13/23	Proteus Lite Portable System Pipe Camera	1	59,140.00	55,000.00	COSTARS
02/13/23	Ventrac Broom	1	5,924.10	6,000.00	COSTARS
02/27/23	K-9 Kennel Doors	2	6,875.00	6,500.00	Quotes
02/27/23	Treadmills	6	31,323.90	30,000.00	COSTARS
02/27/23	Plasma Cutter	1	3,261.35	5,000.00	N/A
02/27/23	Vibratory Plate	1	2,558.00	3,000.00	N/A
02/27/23	Bollard Lights	1	9,660.00	11,000.00	3 Quotes
03/14/23	Desktop Computers	8	14,256.61	15,000.00	COSTARS
03/14/23	Sidearms and Accessories	1	46,407.39	60,000.00	Bid/COSTARS
03/14/23	Trench Shoring	1	8,450.00	10,000.00	3 Quotes
03/14/23	2023 Curb and Curb Ramp Project	1	84,588.00	99,000.00	Bid
03/14/23	2023 Road Paving	1	1,287,705.34	1,667,637.00	Bid
03/14/23	K-9 Kennel HVAC Unit	1	9,287.00	10,000.00	3 Quotes
03/27/23	Rectangular Flashing Beacons	2	484,017.00	481,000.00	Bid
03/27/23	Trash/Recycling Cans	3	5,658.26	6,000.00	N/A
03/27/23	Police Station Renovations	1	8,400.00	106,000.00	3 Quotes
04/10/23	2024 GMC Sierra 3500HD Pickup Truck	1	68,670.00	84,500.00	COSTARS

**Total 2023 Capital Investments (Page Total):**

**\$ 3,343,312.68 \$ 3,942,637.00**

BOS			Approved	CIP	Purchase
<u>Approval</u>	<u>Description</u>	<u>Quantity</u>	<u>Cost</u>	<u>Amount</u>	<u>Method</u>
04/23/23	Emergency Management Digital System Radio	1	63,387.00	89,000.00	COSTARS
04/23/23	Zehr Tract Building Demolition	1	233,801.98	500,000.00	Bid
04/23/23	Peterbilt Dump Trucks	2	532,594.00	592,000.00	COSTARS
05/22/23	Police Canine	1	13,295.25	30,000.00	N/A
05/22/23	LED Lighting for Township Building	1	9,023.20	24,000.00	Quote
05/22/23	Park Sign for Fellowship Park	1	3,865.00	6,000.00	Quote
06/12/23	Police In-Car Camera System and Body Camera System	1	75,161.03	154,000.00	Sourcewell
06/12/23	Generator at Battalion 2 Fire Station Replacement	1	26,170.00	30,000.00	COSTARS
07/10/23	Battalion 1 and 2 Exterior Painting	1	8,007.50	18,500.00	3 Quotes
07/10/23	Richardson Road Culvert Replacement	1	285,247.92	345,000.00	Bid
08/14/23	CRC Exterior Sidewalk and Stair Replacement Project	1	291,450.00	80,000.00	Bid
08/14/23	Fellowship Park Improvement Project	1	672,069.00	650,000.00	Bid
08/14/23	DFS Pick Up Truck and Equipment	1	103,845.61	120,000.00	Code
<b>Total 2023 Capital Investments (Page Total):</b>			2,317,917.49	2,638,500.00	
<b>Total 2023 Capital Investments:</b>			5,661,230.17	6,581,137.00	
<b>Total Capital Investments:</b>			\$ 12,137,955.20	\$ 13,214,562.00	

**DEPARTMENT of FIRE SERVICES**  
**JULY 2023**  
**MONTHLY ACTIVITY REPORT**

During the month of July, the Department of Fire Services performed the following activities:

**SIGNIFICANT FIRE INCIDENTS**

- 07/05/2023- Dumpster Fire, 750 Montgomery Glen Drive, Water Tower Cinema, Montgomery Township
- 07/12/2023- Dumpster Fire, 1005 Horsham Road, Joseph Ambler Inn, Montgomery Township
- 07/14/2023, Elevator Rescue, 119 Garden Golf Blvd, Staybridge Suites, Montgomery Township
- 07/18/2023- Vehicle Fire, Knapp Road & North Wales Road, Montgomery Township

**ADMINISTRATIVE**

Meetings attended during July:

- DFS Staff Meetings & Individual Meetings with Staff
- Department Heads Meetings with Township Manager
- FDMT, FDMT RA, & FDMT Safety Committee Meeting
- Township Staff and Departments
- Township Board of Supervisors Meeting
- Officers and Members of FDMT
- Meeting with a vendor for the training of staff to be First Aid, CPR, and AED Instructors
- DVHT Wellness Incentive Program
- NFPA 1032 Training with Staff and Local Fire Marshals
- Tyler Software Training with Staff and Finance
- Healthcare Bluebook Presentation with DVHT
- Labor Management Meeting with IAFF Local 4890
- Youthful Fire PIP Team Meeting
- Penn Medicine Land Development Review
- Creek Road Fire Investigation with Residents
- North Penn Regional Fire Marshals' Meeting
- Kids' University CRC Summer Camp Wet Down Event
- MES TOG fitting for DFS and FDMT
- COOP Meeting with DFS
- Montgomery County Emergency Management Meeting
- Meeting with Township GIS Staff
- Leadership Training with Chief Shane Wheeler of VMSC
- Neshaminy Falls Resident Fire Safety Training
- Fall Community Events Discussion with DFS and FDMT
- Montgomery County Youth PIP Interviews
- Drone Discussion with DFS and MTPD
- Meeting with Fire Investigator for Forest Trail Drive
- COSTCO Building Expansion Meeting
- FDMT Officers' Meeting

## **COMMUNITY EVENTS**

- 07/01/2023, Empanada Noshery's Grand Opening, North Wales Borough
- 07/04/2023, Stone Ridge 4<sup>th</sup> of July Bike Parade, Montgomery Township
- 07/04/2023, Oreland 4<sup>th</sup> of July Parade, Springfield Township
- 07/04/2023, Chalfont 4<sup>th</sup> of July Parade, Chalfont Borough, Fire Police
- 07/11/2023, Sellersville FD Carnival, Sellersville Borough, Fire Police
- 07/13/2023, Sellersville FD Carnival, Sellersville Borough, Fire Police
- 07/17/2023, Kids' University CRC, Montgomery Township
- 07/25/2023, Fire Safety Presentation at Neshaminy Falls, Montgomery Township
- 07/29/2023, Hatboro Car Show, Hatboro Borough, Fire Police
- 07/31/2023, Fire Safety Presentation at Malvern School, Montgomery Township

## **FIRE MARSHAL'S OFFICE**

### **Inspections:**

- Life Safety Fire Inspections/Re-inspections - 38
- Closed Out Life Safety Inspections- 11
- Fire Marshal Follow Ups- 06
- Smoke Detectors Installations- 09
- Public Education Presentation- 01
- Knox Box- 03

### **Plans Review Update:**

- Higher Rocks Townhouses
- Penn Medicine Building
- Luv Car Wash
- Rasing's Cane Chicken
- Rita's Water Ice
- Dunleavy Daycare
- Chase Bank
- Taco Bell
- Lansdale Road Subdivision
- Atlas Broadband Solutions
- Village of Windsor
- Render's Market
- Costco
- Freedom Enterprises Apartment
- Village Tavern Apartment Project
- Montgomeryville Mitsubishi
- Chick-Fil-A Drive Thru Redevelopment

## **DEPARTMENTAL TRAINING**

The following training occurred during the month of July for the Department:

17 Classes (182 staff attended classes) 497 training hours (634 staff training hours)

### **Department Hosted Training**

- Driver Training
- Fire Police
- Health & Safety Officer
- NFPA 1321

- Pump Operations Training
- Tanker Company Operations

#### **Department Attended Training**

- DOE MERRTT Radiological Response
- DVIT
- EMT
- ERP Pro 10 General, Learning the Basics
- EVOC
- Fire Officer Leadership
- MC Emergency Management
- NWCG L180 Human Factors in Wildland Fire Service
- NWCG S130 National Wildlife Firefighting
- PICO
- Public Fire and Life Safety Educator 1 & 2
- Q 0891 Foundations of Leadership Operations for Company Officer
- Rope 1
- S190 Intro to Wildland Fire Behavior
- Truck Company Operations

#### **DEPARTMENTAL OPERATIONS**

- The Department responded to one fireworks-related incident on July 4<sup>th</sup>, 2023. The incident was a dumpster fire at Water Tower Cinema.
- The Department was awarded the MC Covid Recovery Grant in the amount of \$26,622.00 on July 10, 2023, for the purchase of Turn Out Gear for the FDMT.
- The Department launched the QRS Program on July 13, 2023.
- The Department will be conducting testing for new part-time firefighters with Warminster Township in August 2023.
- The FDMT voted Elaina Duke into the Department as a Probationary Junior Member.
- The FDMT will be purchasing new bunks for the Battalions.
- The Department is working with the MTPD to create and implement policies regarding the Emergency Management Drone Program.
- The Department is working with area Fire Marshals to create a regional fire investigation policy manual in accordance with the new changes of NFPA 1321.

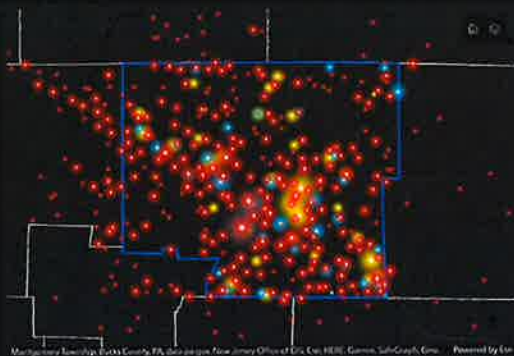
#### **OFFICE OF EMERGENCY MANAGEMENT & COMMUNITY RISK REDUCTION**

- Staff is continuing to develop the Township's Continuity of Operations Plan.
- Staff is working to outline township-wide Emergency Management Training for all staff in 2023 including Drone Training, Incident Command Systems, and Disaster Response.
- Staff is continuing to work with NWWA and Marriott's Emergency Equipment for the installation of a repeater at the new Water Tower and upgrades to the Township's radio system.
- Emergency Management will host a Tabletop Exercise for Township Staff in November.
- The Department is working with Township GIS Staff to increase the DFS' services and presence.



Completed Inspections

**45**  
last month



Community Risk Reduction

**13 activities**

last month

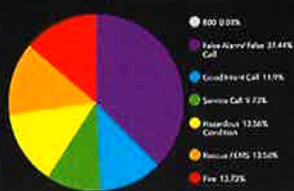
Smoke Detectors Installed

**in 9 homes**

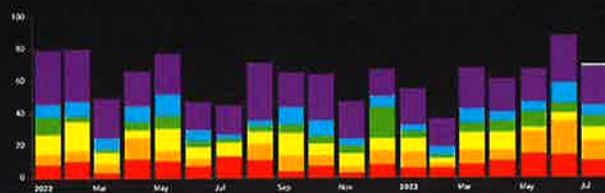
last month

Incidents  
**70**  
last month

Types of Incidents



Incidents Per Month



18



Custom ▾

Jul 1, 2023 - Jul 31, 2023 ▾

83%

FIRE

Percentage of Total Incidents

17%

EMS

Percentage of Total Incidents

70

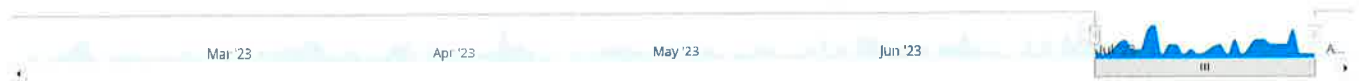
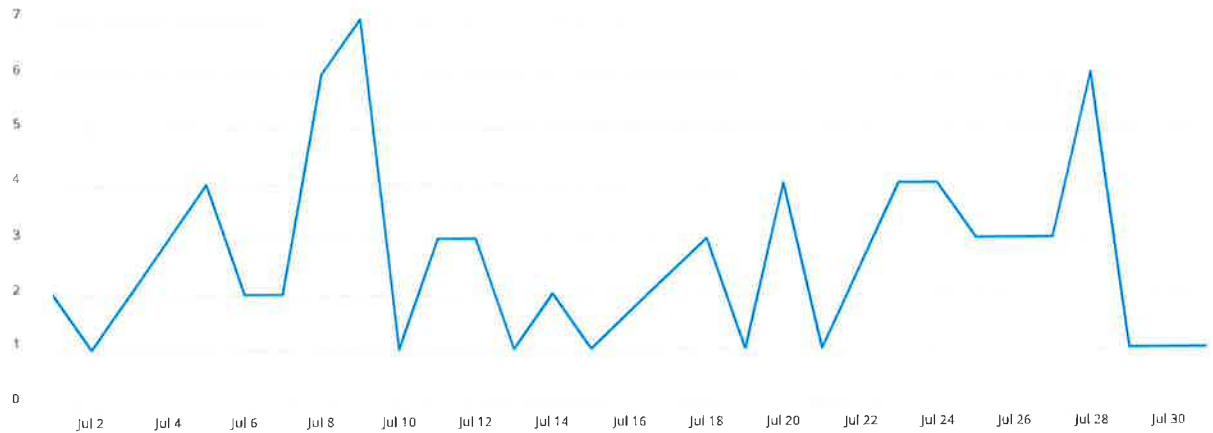
INCIDENTS

in Selected Time Slice

31

DAYS

in Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	7/2/23	7/9/23	7/16/23	7/23/23	7/30/23	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	Total
(10) Fire, other		1												1
(11) Structure Fire		2			1									3
(13) Mobile property (vehicle) fire				1										1
(14) Natural vegetation fire					3									3
(15) Outside rubbish fire		1	1											2
(31) Medical assist		3	3		4									10
(32) Emergency medical service (EMS) incident				2										2
(35) Extrication, rescue			1											1
(41) Combustible/f... spills & leaks					1									1
(44) Electrical wiring/equipm. problem	1	1			3									5
(46) Accident, potential accident		2												2
(52) Water problem	1													1
(55) Public service assistance		1	1	3	1									6
(61) Dispatched and canceled en route		2		1	2									5
(65) Steam, other gas mistaken for smoke				1	1									2

Week Ending	7/2/23	7/9/23	7/16/23	7/23/23	7/30/23	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	Total
(70) False alarm and false call, other				1										1
(73) System or detector malfunction		5	2	2	2									11
(74) Unintentional system/detector operation (no fire)	1	3	3	2	2	1								12
UNK					1									1
Total	3	21	11	13	21	1								70

Filter statement

Filters **Days in Alarm DateTime** 7/1/23 to 7/31/23 | **Is Locked** Exclude: false

Incident Type

Incident Type	# of Incidents			Grand Total
	Combination	Stipend	Volunteer	
Alarm system activation, no fire - unintentional	4		1	
Alarm system sounded due to malfunction	1			
Arcing, shorted electrical equipment		1		
Assist police or other governmental agency	1		4	
Brush or brush-and-grass mixture fire	2		1	
CO detector activation due to malfunction	2	1	1	
Cooking fire, confined to container	2		1	
Detector activation, no fire - unintentional	1	1		
Dispatched & canceled en route	1		4	
Dumpster or other outside trash receptacle fire	1			
Electrical wiring/equipment problem, other		1	2	
False alarm or false call, other	1			
Fire, other		1		
Gas leak (natural gas or LPG)			1	
Lightning strike (no fire)	1			
Medical assist, assist EMS crew	5		5	
Motor vehicle accident with injuries		2		
Outside rubbish fire, other			1	
Passenger vehicle fire			1	
Power line down	1			
Public service	1			
Removal of victim(s) from stalled elevator	1			
Smoke detector activation, no fire - unintentional	1		1	
Smoke scare, odor of smoke			1	
Sprinkler activation, no fire - unintentional			1	
Grand Total	29	11	30	

&lt;&lt; &lt; 1 2 &gt; &gt;&gt;

Rows 1-2530 total

Filter statement

Filters

**Days in Alarm** **DateTime** 7/1/23 to 7/31/23 | **Is Locked** Exclude: false

## Average Response Time

Unit Name	Average Response Time Alarm To Arrival		
	Combination	Stipend	Volunteer
AC18	02m:44s		
AC18-1	01m:15s	04m:55s	04m:02s
BC18		09m:44s	06m:18s
CH18	02m:35s	05m:04s	05m:31s
CT18	03m:54s		
DC18		05m:36s	06m:00s
E18	04m:13s	06m:14s	06m:31s
FM47-8	03m:05s		
POV	04m:24s	06m:00s	04m:30s
SD18	03m:53s	04m:45s	05m:09s
SD18-1		07m:53s	05m:22s
SS18	06m:13s	04m:16s	06m:58s
STA18A	03m:41s	03m:53s	08m:45s
STA18B	04m:05s	07m:38s	05m:37s
TR18	06m:15s	05m:42s	08m:23s
TW18	02m:03s		05m:25s
U18		03m:34s	17m:19s

## Average Personnel Response

Average Personnel Response			
Combination	Stipend	Volunteer	Grand Total
8.34	7.82	12.8	10.17

Filter statement

Filters

Days in Alarm DateTime 7/1/23 to 7/31/23 | Is Locked Exclude: false

Automatic & Mutual Aid

Aid Given Or Received	# of unique Incident Number
Automatic aid given	16
Automatic aid received	6
Mutual aid given	5
Mutual aid received	1
None	42
# of unique Incident Number	70

Department Overall Response Times

Average Response Time Alarm To Arrival		
Combination	Stipend	Volunteer
00h:03m:51s	00h:07m:11s	00h:08m:29s

Department Average Response Time

Average Response Time Alarm To Arrival

0h:6m:16s

## DEPARTMENT OF PLANNING & ZONING

### July 2023

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Permits Submitted – 94	(July 2022 – 87)
YTD Permits Submitted – 711	(2022 YTD – 738)
Permit Fees Collected - \$30,705	(July 2022 – \$43,814)
2023 YTD Permit Fees - \$361,010	(YTD 2022 - \$304,823)

Violations / Complaints Investigated – 17

Permits Issued – 87

#### Non-Residential Building Permits Submitted / Under Review:

**Bharatiya Temple** – 1612 County Line Road – New Learning Center building.

**Riga Pizza** – 981 N. Wales Road – new takeout pizza restaurant.

**Paris Baguette** – 1222 Welsh Road (former Karate space) – new restaurant with outdoor seating.

**House of Biryani & Kebabs** – 111 Garden Golf Blvd (former Saladworks space) – new restaurant. Working with Sewer Authority for grease trap.

**Blue Collar Builders** – Submitted permits to renovate and occupy the building located at 1282 Welsh Road. Awaiting information requested / revised plans per review comments.

**Westrum / Luxor Montgomeryville** – 225 Unit Apt. Building at 415 Stump Road – revised building plans reviewed. Awaiting required installation of hydrants / paving to issue permit.

#### Non-Residential Building Permits Issued / Under Construction:

**McDonalds** – 1200 Welsh Road – Interior renovations for existing location. Review completed, awaiting outstanding administrative items to issue.

**Jump N Play** – 981 North Wales Road (former Total Liquidation space) – New tenant renovations in 7,162 sq ft space for proposed children indoor recreation / amusement (parties). Review completed, awaiting additional information requested.

**Boca Del Mar** – 411 Doylestown Road - New Mexican restaurant at former Outback Steakhouse. No structural renovations proposed. U&O application submitted. Sprinkler permit issued 7/12.

**Luv Car Wash** – Submitted permit application to construct new 4,913 sq ft car wash at 739 Bethlehem Pike. Permit Issued May 26, 2023. Demolition underway.

**92 County Line Road** – Interior Alterations.

**Ross Dress for Less** – Tenant Fit-out at 1231 Knapp Road. Occupying the former Michaels space.

**Krispy Kreme** – 1281 Knapp Road. Demo existing Applebees. Construct new 4,073 sq ft building with drive-thru and outdoor seating.

**Westrum / Luxor Montgomeryville** – 415 Stump Road – 225 Unit Apt Building – Foundation only permit issued. (Footer, Foundation, Podium Decking, Underground Plumbing)

### New Residential Building Permits:

**Higher Rock Townhouses** – 100-108 Higher Rock Court – 5 Unit Townhome building. Permits Issued.

**278 Stump Road** – New 3,210 sq ft single family home with attached garage – Review completed, awaiting outstanding administrative items to issue.

Non-Residential Certificates of Occupancies Issued		
Danelly Therapeutic Massage	155 Witchwood Drive	Massage Therapy – inside Salons by JC
Montgomeryville Reconditioning Ctr	212 C Progress Drive	Auto repair, detailing, minor painting
Harvest North Wales	1100 Bethlehem Pike	Restaurant

**Zoning Hearing Board Applications heard:** none

LAND DEVELOPMENT						
PROJECT NAME	#	LOCATION	APP. DATE	MTPC	STATUS	
510 Bethlehem Pike – King	688	Bethlehem Pike	4/22/16	5/16/19	REVISED PLANS SUBMITTED	Approved On Hold by Developer
Higher Rock – Phase 1 & 2	694	Bethlehem Pike	12/18/17		Phase 1 Completed Phase 2 Under Construction	Design Center completed. Awaiting revised plans for Office Bldg
Village at Windsor	704	Horsham and North Wales – Vacant Lot	3/22/19		Under Review	Preliminary Approved July 2022
Bharatiya Temple – phase 2	707	County Line Road	8/14/19		Approved with conditions Jan 2022	Reviews of Final Plans completed
Krispy Kreme	714	Montgomery Square Shopping Center	2/16/21		Approved with Conditions 9.9.21	Under Construction
Westrum Lifestyle Apartments	717	13-17 Bethlehem Pk behind Roadway Inn	12/28/21	3/17/22	BOS Approval 3.28.22	Foundation Only under const.
LUV Car Wash	722	739 Bethlehem Pike	7/21/22	9/15/22	CU Approval 2.28.21 BOS 10/24	Bldg permits issued. Under Construction
Pecan Properties	719	901 Lansdale Ave	1/4/22	3/17/22	LD Cond. Approval Granted	Bldg permits issued
Higher Rock Townhouses	721	Bethlehem Pike	3/30/22	9/15/22	BOS 10/24 agenda	Finalizing LD Documents, Final plans submitted - review due 5/12/23
Antonucci 2 lot Subdivision	715	311 Stump Road				Finalizing DEP Sewer Module
FEI Realty Holdings	LD-23-001W	650 Upper State Rd	2/17/22		Reviews completed – Waiver of LD – proposed pole bam Planning Comm. 2/16/23	BOS 3/27/23 - Waiver of LD Granted
Penn Medicine Conditional Use	C-79	Dekalb Pike	11/14/22	X		Conditional Use granted 4/10/23
Rita's Water Ice	LD-23-002W	752 Horsham Road		X	Reviews completed. Awaiting response	Staff Meeting held 6/1/23. Awaiting Resubmittal
JP Morgan Chase Bank	LD-23-003	773 Bethlehem Pike	4/24/23		Reviews completed,	Penndot meeting 7/18/23 for intersection
Taco Bell	LD-23-004	North Wales Road	4/28/23		LD Application & Plans Submitted	Reviews provided to applicant
Penn Medicine	LD-23-005	Dekalb Pike	5/4/23		Under Review (resubmittal)	Submitted revised plans 7/31 – reviews due 8/11
Atlas Broadband	LD-23-006 C-80	1011 Lansdale Ave	5/5/23		Under Review	CU application submitted 7/28. Reviews due 8/11





# MONTGOMERY TOWNSHIP POLICE DEPARTMENT



## Monthly Activity Report for July 2023

<b>Crime Data:</b>	Total Calls for Service:	2,852
	Total Part I Crimes:	34
	Total Part II Crimes:	125
	Total Criminal Arrests:	74
<b>Crash Data:</b>	Total Crashes:	78
	Reportable Crashes:	17
	Non Reportable Crashes:	61
	Injuries:	10
<b>Traffic Enforcement Activities:</b>	Traffic Stops:	883
	Traffic Citations:	371
	Warning Notices:	11
	Field Contact Cards:	679
	Traffic Complaints Received:	37
	Selective Enforcements:	133
<b>Other Police Activities:</b>	Assist Fire Department:	40
	Building Alarms:	129
	Direct Patrols:	346
	Lockouts:	18
	Medical Assistance:	154
	School Walk-Through:	0
	Vacant Home Checks:	11
	Training Hours:	202
<b>Speciality Unit Usage:</b>	Canine Unit:	12
	Mobile Incident Response Team:	0
	Montgomery County SWAT-CR:	0
<b>Personnel Overtime:</b>	Court Overtime:	0
	Regular Overtime:	83
	Reimbursed Highway Grant Overtime:	126
	Reimbursed Special Duty Overtime:	2
	Non-Sworn Overtime:	40
	Sworn Comp Time:	54
	Non-Sworn Comp Time:	0

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**July 2023**

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**COMMENDATIONS:**

On July 5, 2023, a note was received from Citizen Police Academy graduates George and Kittyann Goodman thanking department personnel for their instruction.

On July 5, 2023, an email was received from township resident Ryan Molle thanking members of the department for addressing a traffic complaint in his neighborhood.

On July 6, 2023, a message was received from township resident Andrea Lacianca thanking department personnel for their handling of a recent incident involving an animal complaint in her neighborhood.

On July 12, 2023, an email was received from township resident Lucy Gardner thanking department personnel for their responsiveness in handling a recent traffic complaint in her neighborhood.

On July 19, 2023, an email was received from Bob Varga, Executive Director of the North Penn YMCA, thanking department personnel who participated in the YMCA Cop Camp.

On July 19, 2023, a note was received from township resident Michele Schaffer thanking Officer Scully for his compassion during a recent call for service.

On July 26, 2023, an email was received from Wes Strickland thanking Officer Woch for his assistance in unlocking his vehicle.

**EDUCATION:**

On July 5, 2023, and July 6, 2023, Sergeant Rushin and Officer Seydel attended CMSWAT training at the Montgomery County Public Safety Training Campus.

On July 12, 2023, Officer Woch, Officer Schreiber, Officer Haber, and Officer Eufrasio attended Canine In-Service training in Montgomery Township, PA.

From July 24, 2023, to July 28, 2023, Sergeant Schott and Sergeant Rushin attended the FBI Law Enforcement Executive Development Association Supervisory Leadership Institute in Coatesville, PA.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**July 2023**

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**NOTED INCIDENTS:**

On July 3, 2023, officers responded to a residence on Ascot Court for a domestic dispute. Upon arrival, officers spoke with the residents, who advised that a verbal argument had occurred over conditions in the home. The argument escalated, resulting in a physical altercation. Officers observed recent physical injuries to one of the resident's back, hands, and knees. After interviewing witnesses to the incident, officers took a subject into custody and charged him with simple assault and related offenses.

On July 3, 2023, officers responded to the TD Bank on Bethlehem Pike for a check fraud in progress. Upon arrival, the bank manager advised officers that a subject had attempted to cash a fraudulent check. The check was a temporary TD Bank check with an incorrect routing number. The alleged issuer of the check was contacted, who reported that she did not write any checks to the subject. The subject was subsequently taken into custody for fraud and related offenses.

On July 5, 2023, officers responded to a residence on Savory Lane for a domestic dispute. Upon arrival, officers spoke with the victim, who stated that she and her husband were engaged in a verbal argument. The argument turned physical, resulting in the husband assaulting the victim. The husband then fled the home. While speaking with the victim, officers noted recent physical injuries to her lip and chin. Additional responding officers checked the area and located the husband. The husband was taken into custody and charged with aggravated assault and related offenses.

On July 11, 2023, officers conducted a traffic stop on a red Kia on Bethlehem Pike and Witchwood Drive for a motor vehicle violation. Officers approached the vehicle and spoke to the driver. In speaking with the driver, officers noted an odor of marijuana emanating from inside the vehicle. A records check revealed the driver was wanted by the Philadelphia Police Department for a weapons offense related to a recent shooting. A small amount of marijuana was recovered from the vehicle. The driver was taken into custody on the warrant and turned over to the Philadelphia Police Department.

On July 13, 2023, officers responded to Ethos Cannabis Dispensary on Bethlehem Pike for terroristic threats. The caller advised officers that a subject had come into the dispensary for the past two days and had appeared highly agitated. On this date, the subject came in and handed the staff paperwork and advised them that they had been served. A review of the paperwork revealed handwritten physical threats of violence to the employees. Staff advised officers that the subject thought he was a god and was outraged with the pride memorabilia displayed in the dispensary.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**July 2023**

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Mobile Crisis was contacted for an initial outreach. A criminal complaint was filed, charging the subject with terroristic threats and related offenses.

On July 14, 2023, officers responded to the Bark Park, on Welsh Road, for a report of a robbery in progress with shots fired. Upon arrival, officers spoke to the victim, who stated he returned to his motorhome and found two subjects inside burglarizing the home. The victim confronted the subjects, who took items and fled. The victim stated that one of the subjects had pointed what he believed to be a gun at him, so he discharged two rounds from his legally owned firearm in their direction. No one was struck, and the subjects continued to flee. Officers conducted a detailed search of the area, locating both subjects. Both subjects were taken into custody and charged with burglary and other related offenses.

On July 21, 2023, officers responded to a residence on Sycamore Drive for a domestic dispute. Upon arrival, officers spoke with the elderly victim, who stated that her son had pushed her. The victim advised officers that a verbal argument led to the physical altercation. The victim advised that her son had pushed her backward, causing her to strike her forearm on the door frame. As a result, the victim sustained a bruise and laceration to her arm. The son was located inside the home, taken into custody, and charged with simple assault and related offenses.

On July 22, 2023, officers responded to a residence on Summit Place for a theft. Upon arrival, officers spoke with the victim, who stated he had just gotten married and that the box containing cards and monetary gifts was missing. The victim advised officers that when he arrived back at the residence on Summit Place, he noticed the card box and several open cards lying on the ground. Officers obtained surveillance video from neighboring homes that showed the mother's boyfriend removing the items from the victim's car and placing them in his truck. A consent search of the truck was conducted. The cards were found in a hidden compartment in the floorboard of the backseat. Approximately \$15,000.00 in stolen cash and checks was recovered. The mother's boyfriend was taken into custody for theft and related offenses.

On July 25, 2023, officers responded to the TD Bank located on Bethlehem Pike for a suspicious male. Upon arrival, officers located the subject. The investigation revealed that the subject was attempting to fraudulently obtain a debit card under the identity of an individual who had recently been a victim of identity theft. The subject was taken into custody and charged with forgery, identity theft, and other related offenses.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**July 2023**

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On July 27, 2023, officers responded to the 7-Eleven located on Horsham Road for a disturbance. Upon arrival, officers noted several employees were on location. Officers observed a female employee pointing at a male employee, stating that he had touched her inappropriately. The victim explained that the male employee pulled her into the storage room of the convenience store, put his arms around her, and began touching her inappropriately. The victim stated she was able to push the employee away and exit the store. The victim immediately contacted her husband, who then contacted the police. Officers spoke to the employee, who did not deny committing this act. The employee was taken into custody for assault and related offenses.

On July 27, 2023, officers were assisting a citizen with a vehicle lockout in the Airport Square Shopping Center when they noticed two subjects running from the Ulta Beauty Store with bags of merchandise. Due to recent retail thefts from the business, officers approached the subjects to investigate what was occurring. When the two subjects noticed the officers, they fled from the police on foot. Believing a retail theft had just been committed, officers chased the subject on foot and apprehended the subjects in the parking lot of Chick-fil-A. Officers recovered over \$6,000.00 in merchandise. The items were returned to the store, and the two subjects were taken into custody and charged with retail theft and related offenses.

On July 29, 2023, officers responded to Lansdale Chrysler Jeep on Bethlehem Pike for a stolen vehicle report. Upon arrival, officers met with the complainant, who advised that a white Jeep was stolen from the parking lot overnight. During their investigation, officers located the vehicle listed for sale on the Facebook marketplace. A suspect has been developed. This investigation is ongoing.

On July 29, 2023, officers responded to Spring Valley Park on Upper State Road, for multiple reports of theft from vehicles. Upon arrival, officers located the victims, who advised that someone entered their unlocked vehicles in the parking lot and stole items from inside. Credit cards, cell phones, cash, and other personal items were stolen. Further investigation revealed that the stolen credit cards were used to make fraudulent purchases at a nearby Walmart. Video has been requested from Walmart in an attempt to identify the subjects who committed the theft. This investigation is ongoing.

On July 30, 2023, officers responded to a hold-up alarm at the 7-Eleven located on Horsham Road. Officers arrived on the scene, set up a perimeter, and requested that Montgomery County Radio call to the business. Montgomery County Radio called into the store and was notified by an employee that an armed robbery had just occurred, and the individuals fled the scene. Officers searched the store and surrounding area, confirming that the individuals were not in the immediate area. A canine track was conducted, indicating the subjects had fled to a waiting vehicle. Officers spoke with the employee, who stated he was in the back of the store when

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**July 2023**

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he was approached by an unknown male dressed in all black. The subject pointed a gun at him and demanded he go to the register, open it, and give him the money inside. The complainant feared for his life and complied with the subject's demands. While emptying the register, the complainant noticed a second subject keeping watch by the door. The complainant pressed the hold-up alarm as the subjects exited the store with approximately \$1,000.00 in cash. The subjects who committed this robbery are suspected in several other 7-Eleven robberies in the area. This investigation is ongoing. The Detective Division is working closely with the FBI regarding and other local law enforcement agencies.

**ITEMS OF INTEREST:**

On July 4, 2023, officers participated in the Stoneridge Development Annual 4<sup>th</sup> of July Parade.

On July 6, 2023, the department held its annual Junior Police Academy for children from our community.

On July 7, 2023, members of the department's supervisory staff attended a presentation from the Kindle Hill Equine Foundation on communication strategies and de-escalation techniques.

During the week of July 10, 2023, officers participated in the YMCA North Penn Police Athletic League Cop Camp.

On July 11, 2023, Officer Johnson visited with students at the Child Time Daycare Center.

On July 15, 2023, officers visited with residents on Glen Road during their neighborhood block party.

On July 18, 2023, officers attended a Coffee with a Cop event for Veterans sponsored by the Coatesville Veterans Association Medical Center.

Background investigations continue on candidates for the vacant police officer positions.

**UPCOMING EVENTS:**

August 1, 2023: Montgomery Township National Night Out at William F. Maule Park at Windlestrae.

# Montgomery Township Public Works Department

## Monthly Report – July 2023

### PARKS/OPEN SPACE:

- Routine maintenance & repairs, mowing & trimming, trash removal, playground inspection and equipment maintenance.
- The following tree work was done throughout the Township:
  - Scott D., Scott Y., Dale, Chris & Larry took down 2 large dead red oak trees at Hourglass Park.
  - Scott D., Scott Y., Dale, Chris & Larry took down 3 dead trees at the Administration building.
- Scott D. & Larry installed the handicap access for the bocce ball courts.
- Scott D., Chris, Dale & Josh added infield mix to the lit baseball field at Whistlestop Park.
- Larry slit-seeded the soccer fields at Windlestrae Park Rose Twig and Zehr Tract.
- Larry & Scott Y. continued spraying curbs with weed control throughout the Township.
- Dale assisted with the leaf collection that took place on July 15<sup>th</sup>, at William F. Maule Park at Windlestrae.

### ROADS:

- Bryan & Josh rebuilt storm sewer inlets in preparation for the annual paving project.
- Steve & Joe cleaned various drainage locations throughout the Township as part of the MS4 Stormwater requirements.
- Scott S. handled several resident complaints throughout the Township.
- Steve & Bryan assisted the park crew with getting caught up with mowing.
- Bryan & Joe continued sweeping Township roads as part of the MS4 Stormwater requirements.
- Joe hauled several dump truck loads of leaves to Britton Industries to be recycled as part of the MS4 Stormwater requirements.
- Steve, Bryan, Joe & Chris assisted Delco Storm Sewer with unclogging a storm sewer pipe under Stump Road prior to paving.
- Steve, Scott S., Bryan & Joe milled and blacktopped several severely cracked areas in the Route 202 Firehouse parking lot.
- Scott S., Steve, Bryan & Josh dug out stone and blacktopped around the kiosk at William F. Maule Park at Windlestrae.
- Scott S., Steve, Bryan, Joe, Chris & Larry N. removed and replaced a 100 ft. section of walking path at Spring Valley Park (Upper) in front of the tot-lot prior to the paving of Spring Valley Drive.
- Scott S., Steve, Joe & Bryan painted various intersections throughout the Township.
- Bill continued painting the offices and finished the break room at DPW.
- Scott S. inspected various road occupancy permits throughout the month.
- Sam performed annual services and routine maintenance/inspections on several Township vehicles and trailers.

### FACILITIES:

- Jeff cleaned the Administration & Police Department complex.
- Todd, Dave, Don & Larry replaced the audible preemption system with optical at County Line Rd. & Kenas Rd.
- 7/8/23 – Lights On Flash – Route 202 Parkway & County Line Road (Todd & Dave Reset) and County Line Road & Kenas Road (Todd & Dave Reset/On Generator)
- 7/14/23 – Light not Cycling – Dave contacted Rhythm Engineering for an issue with the configuration file – Repaired by Rhythm Engineering.
- 7/18/23 – Route 309 & North Wales Road – Replaced existing camera with a thermal camera for n/b Route 309 to minimize traffic backup.

- 7/23/23 – Light on Flash – Route 309 & Witchwood Drive – Larry & Dave – Reset
- 7/26/23 – Light not Cycling – Route 463 & Route 202 Parkway – Todd & Dave replaced the processor and referred to Rhythm Engineering.
- Todd, Dave, Don, Bryan & Larry N. completed the installation of the new walkway lights to the gazebo at the Administration Complex.
- Todd, Don, Dave & Larry made minor building repairs and improvements to the Administration & Police Department Complex, CRC, both firehouses, and the park restrooms.
- Todd, Dave, Don & Larry N. continued replacing the light fixtures in the Police Department with new LED fixtures.
- Dave, Don, Todd & Larry responded to a total of 189 PA One Calls throughout the month.
- Dave worked with Gilmore, Rhythm Engineering and Tony Still to address ongoing traffic signal issues.



# Montgomery Township VMSC EMS Zone Report

July 2023

Total Zone Calls: **163**

## Top 5 Call Types

Type of Incident	#
Falls	22
Sick Person	22
Breathing Problem	16
Chest Pain (Non-Traumatic)	13
Altered Mental Status	12
No Other Appropriate Choice	11

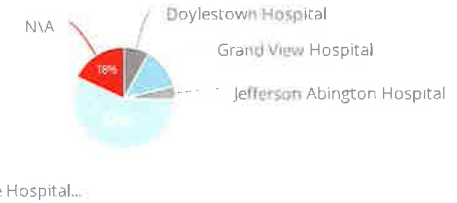
Total VMSC 911 Calls: **1,003**

## Transport Disposition

Disposition	#
Transported No Lights/Siren	113
Transported Lights/Siren	21
Patient Refused Evaluation/Care (Without Transport)	11
Patient Treated, Released (per protocol)	7
Cancelled on Scene/No Patient Found	4

Average Chute Time: **0m:54s**

## Hospital Transport



Average Response Time: **6m:53s**

## Community Response

### VMSC's Level of Service

Unit Level of Service	# of Calls
ALS-Paramedic	124
BLS-AEMT	17
BLS-Basic /EMT	22

### Barriers to Provide Care

Barriers To Care	#
Uncooperative	10
Language	8
State of Emotional Distress	4
Obesity	4
Cultural, Custom, Religious	1

## # of Overdoses

1

### Additional Agencies on Scene

Additional Agencies	#
Law Enforcement	128
No Other Agency On Scene	34
QRS - Montgomery Township Fire Company	5
Non-VMSC EMS Unit	4
Fire Department (Non-QRS Related)	4
QRS - Other Department	1

## Critical Response Triad

### Cardiac Related Incidents



### Stroke Related Incidents



### Trauma Related Incidents



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item #14

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SUBJECT: New Business – Committee Board Liaison Reports  
MEETING DATE: August 28, 2023  
BOARD LIAISON:  
INITIATED BY: Annette M. Long, Vice-Chairwoman

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**BACKGROUND:**

This is an opportunity for any Supervisors who are liaisons to volunteer committees or boards who may have met in the month of July to provide an update on those meetings.