

**DOYLESTOWN BOROUGH PLANNING COMMISSION**  
**December 16, 2014**  
**CORRECTED MEETING MINUTES**

The regular meeting of the Doylestown Borough Planning Commission was held at 7:30 PM on December 16, 2014 in the Council Chambers at 57 West Court Street, Doylestown PA 18901. Members present were as follows:

Rich Hansen	Vice Chairman
Kim Meincke	Member
Gus Perea	Member
Lisa Farina	Member
James Lannon	Member
Phil Ehlinger	Deputy Borough Manager
Karyn Hyland	Gilmore & Associates

**CALL TO ORDER:** The meeting was called to order at 7:25 PM by Mr. Hansen, followed by the Pledge of Allegiance in honor of Martin Corr.

**APPROVAL OF MINUTES:** On a motion from Ms. Meincke, seconded by Ms. Farina, the minutes from the November 2014 meeting were approved as corrected.

**SUBDIVISION / LAND DEVELOPMENT APPLICATIONS:**

Atkinson Enterprise LLC 8-5-8-4, 10 Atkinson Drive – Chris Kuttler, applicant

Appearing along with the applicant were Ms. Kelly McGowen and Mr. Kevin Kester (of Van Cleef Engineering). They are proposing an addition to the existing structure known as “the pinwheel building.” The applicants stated that there are no zoning issues with respect to the plan. Besides the building addition, they also propose a sidewalk in the back of the building to connect the front parking lot to the rear lot. They also propose a dumpster corral that will allow easier access for trucks.

Mr. Kester stated that only a few items need to be addressed in the December 2 2014 letter from Gilmore & Associates. They are also in receipt of a letter from CKS Engineers dated November 25 2014, a review from the Water Department dated December 3 2014, a letter from the Shade Tree Commission dated December 6 2014, and a letter from the Fire Marshal dated December 16 2014. They have approvals from the Bucks County Water and Sewer Authority and the Bucks County Conservation District. In regards to parking, the applicants stated that they have 33 spaces, including handicapped accessible spaces; they are only required to have 28.

Addressing the Gilmore & Associates letter, Mr. Kester stated that there was nothing to discuss under Section A (Zoning Ordinance). Section B, Item 1, involves the curbing and sidewalk along Atkinson; Mr. Kester stated that he had performed a visual inspection and everything seemed alright, and that he added a note to the plan stating that the applicant is responsible for bringing all curbing and sidewalk up to code. Item 2 addresses grading within five feet of a slope; as noted on the plan, the applicants are adding an additional sidewalk within five feet. They are therefore requesting a waiver for that item. Item 3 involves the location of the dumpster; as noted, it has been moved and a formal corral has been added for a four-yard dumpster and two recycling pull-outs. For Item 4, which addresses underground utilities, the applicants have been able to find

better locations for water, electric, and gas lines. Mr. Kester outlined where the connections are located.

Item 6 involves the scale of the plan, for which they are also requesting a waiver. Item 7 addresses the location of utility lines; Mr. Kester stated that he had already noted these changes. Mr. Ehlinger asked how the existing water service running under the addition is going to be addressed. Mr. Kester replied that they have re-routed this around the back of the building. Under Item 8, which involves the engineer's seal on the plans, the applicants stated they will do that on their final filing.

For the stormwater management portion of the plans, Mr. Kester stated that they have been able to reduce the amount of impervious surface to less than the 1,000 sq ft threshold. Projects involving less than 1,000 feet of increased impervious surface do not require stormwater management plans. They have removed a rain garden included on the earlier plans. Ms. Hyland noted that not including the rain garden will require the applicants to fulfill the stormwater management requirement if anything on the property adds as little as 14 sq ft of impervious surface. Mr. Ehlinger stated that it is Borough Council's goal to gain quality water improvements wherever possible. Mr. Perea added that keeping the rain garden would enhance the property. Mr. Kuttler stated that they will do whatever the Commission would like in regard to stormwater management.

Under Section D, Mr. Kester stated that only one shrub will be removed and there is already a hedgerow in place around the parking lots. Regarding the frontage along Atkinson, he stated that he has done the calculations and they have exactly the correct number of street trees on their plan. There was some discussion regarding a suggestion for more trees in the Shade Tree Commission letter. Mr. Perea suggested that the neighboring shopping center may have trees nearby anyway, and that it may not be wise to add trees on the sloped area of the property. Ms. Hyland agreed. Mr. Ehlinger noted that civil engineering issues and other considerations may respectfully overrule the Shade Tree recommendations on this point.

In General Comments portion of the review letter, under Item 1, Mr. Kester stated that a copy of the most recent deed was sent in. Under Item 2, which is a recommendation for a pedestrian connection, he stated that the applicants have done so and are coordinating with the neighboring property's engineering firm. Under Item 3, addressing roof drain size, Mr. Kester stated that they are using 4-inch pipes under the sidewalk to capture downspout water. Item 4 involves trench backfill detail. Since that item is no longer included on the plan, it is an "NA" rather than a "will comply." Item 6 involves sidewalk detail; Mr. Kester stated that they added sidewalk detail as well as stair detail. Item 7 involves approval from the Bucks County Planning Commission, Water and Sewer Authority, and Conservation District; all of these approvals have been received.

Mr. Hansen asked whether there was sufficient lighting along Atkinson. Mr. Ehlinger stated that it is a very dark section of street and that the applicants would need to add four street lights; they are showing only one currently. The applicants said that they would look at the street lighting situation.

In the CKS letter dated November 25 2014, Mr. Kester stated that the majority of issues involve showing connections, the water line, et cetera. Comment 5 involves the stone construction entrance being over the existing waterline, and Mr. Kester stated that it has been moved south and narrowed to avoid the pipe and water valve; it is therefore a "will comply." Comment 4 references fire suppression (as does the Fire Marshal's memorandum). Mr. Kester noted the ingress and egresses, stating that a new ingress/egress is being added to Atkinson. They will

comply with all fire and building codes. Item 3 involves access for emergency vehicles; Mr. Kester outlined these features and pointed out the existing fire hydrant. Regarding the issue of sprinklers, Mr. Kester stated that the applicants believe they have sufficient fire suppression systems. In the bakery portion of the building, they have a powder system to suffocate any fires. The rest of the building is used as offices and a consignment shop. Mr. Ehlinger agreed that sprinklers are not required by code, adding that this building is not a particular concern in terms of fires. Ms. Meincke agreed that the fire sprinkler system was not necessary due to the system the applicant has installed over the bakery equipment, and that access to the building was not as dire as portrayed in the Fire Marshall's letter. Mr. Perea agreed that the use of the building is not changing and so would not require any change in terms of sprinklers.

The applicants requested that the Planning Commission grant them preliminary and final approval. After a brief discussion, the applicants agreed to add up to four additional street lights. Ms. Meincke made a motion to recommend a Land Development Waiver and the granting of plan approval, based upon the plans submitted in accordance to the December 2 2014 Gilmore & Associates letter (including the waivers as requested and with the provisions that the applicant will include the installation of a rain garden, and that the applicant will install four Borough street lights to be coordinated with Borough staff); that in accordance with the December 16 2014 memo from the Fire Marshal's office, the applicant will not be required to install sprinklers due to fire protection for the bakery; that the applicant has also met the requirements of the December 3 2014 Water Operations Director letter (excluding the fire suppression system requirement for additional water service); that the November 25 2014 CKS Engineers letter is a "will comply" with the exception of Item 4 (pertaining to installation of a sprinkler or fire protection system); and in accordance with the December 6 2014 Shade Tree Commission letter (excepting the portion in which the applicant is requested to install additional street trees that are not required on their plan). Ms. Farina seconded the motion, and it was unanimously approved.

**LAND DEVELOPMENT WAIVER / SITE DEVELOPMENT APPLICATIONS:** None.

**ORDINANCES & AMENDMENTS:** None.

**NEW / OLD BUSINESS:** Mr. Hansen made a motion that, at its next meeting, the Commission vote to re-organize itself. Ms. Meincke seconded the motion, and it was unanimously approved.

**ADJOURNMENT:** There being no further business, the Commission unanimously moved to adjourn at 8:31 PM.

Respectfully submitted,

Dirk A. Linthicum

Meeting Minutes Secretary