



**WEST WHITELAND TOWNSHIP  
BOARD OF SUPERVISORS**

**BUSINESS MEETING**

Minutes of the Second April Meeting

April 25, 2018

**1. Call to Order**

Chairwoman Theresa Santalucia called to order the second April business meeting at 6:30 p.m. Those present besides Ms. Santalucia were as follows:

Michele Moll	-	Vice-Chairman
Elizabeth Jones	-	Member
Mimi Gleason	-	Township Manager
Pam Gural-Bear	-	Assistant Township Manager
John Weller	-	Director of Planning and Zoning
Ted Otteni	-	Public Works Director
Amy Heinrich	-	Finance Director
Mark Moses	-	Codes Director
Joseph Catov	-	Police Chief
Vince Pompo	-	Solicitor

**ANNOUNCEMENTS:**

The Board met in executive session on April 20, 2018, and prior to the meeting this evening to discuss matters of litigation and personnel.

Chairwoman Santalucia reviewed the new meeting etiquette guidelines.

**PUBLIC COMMENT**

None.

**PRESENTATIONS:**

**1. Route 100/Pottstown Pike Congestion Mitigation Study**

In the spring of 2016, the Township received a grant to fund a study to identify ways to mitigate the congestion on Pottstown Pike and make it more accessible to pedestrians and users of public transit. A Study Advisory Committee of Township residents and transportation and business representatives was appointed and McMahon Associates was appointed as consultant. The Committee and McMahon met several times to discuss possible solutions and made a final recommendation on February 21, 2018. Tonight a formal presentation was made to the public and the Board.

Recommendations included the addition of a third north-bound lane to Route 100 and to

remove a segment of the existing median barriers and a make a new four-way, pedestrian-friendly intersection where Route 100 intersects Whiteland Woods Blvd and Mountain View Drive. The complete study can be viewed on the Township's website: [www.westwhiteland.org](http://www.westwhiteland.org).

Ms. Moll made a motion, seconded by Ms. Jones, to adopt Resolution 2018-19 accepting the conclusions and recommendations of the PA Route 100 Congestion Mitigation Study and declaring the Study to be an expression of Township policy. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

The Board then recognized the volunteers who served on the Committee: Jeff Glisson representing Whiteland Woods residential community and the Township Planning Commission; Robert Hall representing the Courts at Valley View residential community; Cheryl Jones representing the Exton Station residential community, John Fiore representing the Wolfson Group, the developer and manager of Main Street at Exton, George "Bud" Turner representing the Board of Supervisors and the West Whiteland Fire Company; and Michele Moll representing the Board of Supervisors.

#### **HEARINGS:**

##### **1. Royal Paper – Conditional Use Decision & Order**

This is a continuation of the hearing on the application of 420 Clovermill, LLC for conditional use approval to construct a 66,146 square foot addition to an existing industrial building on Clover Mill Road. Alyson Zarro was in attendance representing the Applicant. A Decision and Order marked "Solicitor Draft 04/18/2018" was reviewed by the Applicant and the Board of Supervisors and found to be acceptable as drafted.

A record was taken by Elaine Parrish, Court Reporter.

Ms. Moll made a motion, seconded by Ms. Jones, to approve the Decision and Order regarding the conditional use application of 420 Clovermill, LLC for the construction of a 66,146 sq.ft. addition to an existing industrial building at 420 Clover Mill Road in West Whiteland Township. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

#### **PLANS:**

##### **1. Kelly Cassidy – Subdivision (Lot Line Adjustment)**

The application of Kelly Cassidy is for the relocation of the lot line separating two adjacent properties (1416 Spackman Lane and 575 West Boot Road) to transfer a 16,667 square foot area from the Yearsley property to the Cassidy property. No construction is proposed.

The Applicant was in agreement with the conditions contained in John Weller's April 20, 2018 Memorandum.

Ms. Moll made a motion, seconded by Ms. Jones, to approve the subdivision plan entitled

"Kelly Cassidy" for a lot line adjustment between the properties at 1416 Spackman Lane and 575 West Boot Road as depicted on the single-sheet plan drawing prepared by Yerkes Associates, Inc., dated November 30, 2017 and most recently revised April 3, 2018 subject to condition nos. 1-3 listed on page 1 of John Weller's April 20, 2018 Memorandum. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

**CONSENT:**

Ms. Jones made a motion, seconded by Ms. Moll, to approve the Consent Agenda consisting of the following:

- Approval of April 11, 2018 Minutes
- Accounts Payable Warrant Report
- Resolution 2018-20 Disposition of Media

Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

**NEW BUSINESS:**

**1. Exton Square – Amendment to Comprehensive Sign Package**

John Weller reviewed his April 20, 2018 Memorandum and explained that the Township Zoning Ordinance allows for the development of a "Comprehensive Signage Package" for "town center malls" in the Town Center zoning district. The process for adopting and amending a Comprehensive Signage Package is set forth in §325-98.D of the Zoning Ordinance and states that approval authority rests with the Zoning Officer, but that the Zoning Officer's action must be preceded by a "consultation" with the Board of Supervisors. Township practice has been that consultation includes a presentation of the sign package at a public meeting and a statement from the Board indicating whether they agree with the Zoning Officer's intention regarding the amendment, and/or whatever concerns or objections they may have.

Exton Square Mall has submitted an amendment to its Comprehensive Sign Package in response to recent changes to the property including the demolition of the K-Mart store, the construction of the Whole Foods store, the expansion of the access drive from Pottstown Pike, as well as the pending apartment building construction by Hanover. The proposed sign is a monument-type structure with a total height of 5'6" above grade. The actual sign area is 31.5 square feet, divided among three users, and internally lit.

As Zoning Officer, Mr. Weller stated that he finds that the proposed sign is not inconsistent with the existing signage package and is consistent with the dimensional standards that would be applicable if there were no package. Furthermore, the recent improvements to this property indicate that new signage is warranted, particularly to inform the public that this is an access to Exton Square, and he intends to approve the amendment.

Ms. Moll made a motion, seconded by Ms. Jones, to direct the Zoning Officer to proceed with approval of the amendment to the Comprehensive Signage Package for Exton Square Mall to allow the proposed monument sign at the intersection of Pottstown Pike and the main west access drive, and further that the Hanover information must not be included on the sign until the

project has been fully approved by the Board of Supervisors. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

## **2. Recommendation to Add Cricket Pitch to Exton Park Multi-Use Field**

Pam Gural-Bear reviewed her Memorandum dated April 19, 2018. The request to add a cricket pitch to the large playing field was recommended by the Public Services Commission and is supported by all organizations presently using the fields. The Cricket Club will install and maintain the pitch, and is willing to enter into an agreement with the Township to that effect.

Ms. Moll made a motion, seconded by Ms. Jones, to approve the re-configuration of the Exton Park multi-use fields to include a cricket pitch in the middle of the large playing field, conditioned on the Cricket Club entering into an Agreement that the field be maintained by the Cricket Club to the satisfaction of the Township or the pitch would be removed. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

## **3. Appointment of Alternate Traffic Engineer for Plan Reviews**

Ted Otteni explained that Traffic Planning and Design (TPD) is currently the Township's traffic engineer, however, they are also the traffic engineer for two Applicants that will be seeking land development approval from the Township. As a result, a conflict engineer must be appointed when TPD is representing an Applicant before the Township.

Ms. Moll made a motion, seconded by Ms. Jones, to appoint McMahan Associates as Conflict Traffic Engineer when the Township's appointed traffic engineer, Traffic Planning and Design, has a conflict because of working for an applicant. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

## **4. Financial Report for March 2018**

Ms. Heinrich reviewed the year-to-date financial report with the Board members.

## **5. Resolution 2018-21 – PennDOT Cooperative Agreement for ITS Upgrades**

Mr. Otteni reviewed his April 19, 2018 Memorandum with the Board and explained that PennDOT is reconstructing a seven-mile section of US 30 from the Business US 30/Quarry Road interchange to the Reeceville Road interchange. While the reconstruction does not extend into West Whiteland, PennDOT is proposing ITS (Intelligent Transportation System) improvements along the adjacent corridors to help alleviate congestion through the work zone and help mitigate traffic backups during traffic incidents within the work zone.

Ms. Jones made a motion, seconded by Ms. Moll to enact Resolution 2018-21 approving the Intelligent Transportation Systems (ITS) cooperative Agreement for traffic signal upgrades and ITS devices and authorizing the Township Manager to sign the Agreement. Ms. Santalucia called for public comment and there were none. The motion was unanimously approved.

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**ADJOURNMENT**

The meeting adjourned at approximately 7:50 p.m.

Respectfully submitted,



Mimi Gleason  
Recording Secretary