

**UPPER FREDERICK TOWNSHIP**  
**PLANNING COMMISSION MEETING**

**January 25, 2024**

The January 2024 meeting of the Upper Frederick Township Planning Commission was called to order by Mr. Buckman at 7:00 PM.

**Township Representative in Attendance:** Richard Buckman, Jared Landis, Ed Theurkauf, Robert Marriot, Ed Myers, Daniel Buck Reed, Kenn Picardi, Solicitor; Tracy Tackett, Township Manager/Planner; Kate Hanna, Record Keeper

**Public Attendance:** Mike Petosa, Carolyn Coleman, Les Benzak, Michele & Bruce Fries, Kevin Murray, Tracy Harper, Dawn Grove, Rob Keenan

**REORGANIZATION**

Mr. Picardi, acting as temporary chairman, opened the reorganization meeting and called for nominations for Planning Commission Chairman. Mr. Landis nominated Mr. Buckman. Calling for any other nominations and hearing none, Mr. Picardi called for a motion to close nominations

Mr. Buckman nominated Mr. Landis for Vice-Chairman. Nomination was seconded by Mr. Reed. Vote was unanimous

**Public Comment:** None

**Approval of Minutes:**

Mr. Buckman made the motion to approve the November 30, 2023 Planning Commission Meeting Minutes. Mr. Landis seconded the motion Only 2 of the 5 members are presently seated on the Planning Commission Board. These minutes are considered finalized.

**New Business:**

1. Welcome to new members - Introduction

Mr. Buckman introduced the new members of the Planning Commission Board – Ed Myers, Buck Reed & Robert Marriot.

2. Discussion of the role of the Planning Commission

The new members were forwarded many documents to assist them in the roles on the Planning Commission. It was stated that the PC is a recommending body, they will also work on the Comprehensive Plan. Ms. Tackett introduced the consultants and explained their roles.

3. Annual Planning Commission Report of 2023

Mrs. Tackett reviewed the Annual Planning Commission Report for 2023. She provided details on each of the development/concept plans that were reviewed through 2023 and other reviews the planning commission worked on. Projects/Reviews discussed were:

- 3 Dog Garage
- Blantyre Concept
- Water Protection Standards
- Adaptive Reuse Standards for Historic Structures

- Parking Updates
- Sewage Disposal Standards Updates
- Stormwater management Requirements Updates
- ASA Application

4. Discussion of required distance of parking from dwelling

It was agreed that the parking standard currently in place is sufficient.

**New Business**

1. Adaptive Reuse Standards for Historic Structures

Mr. Theurkauf gave an overview of the proposed ordinance as Upper Frederick does not currently have one. The Comprehensive Plan identifies some historic properties so adopting an ordinance would be beneficial. Properties that would be listed would have advantages to zoning ordinances and additional uses for their property. This ordinance could be an incentive to owners to preserve some of the older structures in the township.

**Central Perkiomen Valley Regional Planning Commission**

Mr. Landis explained to the new members what the CPVRPC was and why we are in it. He stated at the last CPVRPC meeting they discussed the Regional Comprehensive Plan, proposed developments in Schwenksville, Lower Frederick & Perkiomen Township. Also discussed was the flooding issues that seem to occurring more often and ways to handle these events. Next meeting is March 18, 2024 at Collegeville Borough

Mr. Buckman made a motion to appoint Jared Landis as the CPVRPC representative. Mr. Myers seconded. Vote was unanimous

Les Benzak – Congratulated the incoming PC members. Would like to see name plates for the PC members. Is the solicitor the same as the BOS or can it be different? Historically they have used the same solicitor. There are advantages to keeping them the same for purpose of answering questions from the BOS.

**Adjournment**

Mr. Landis made a motion to adjourn the meeting at 8:58 PM. Motion was seconded by Mr. Myers and unanimously approved.