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PLANNING COMMISSION

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SCOTT FRANCE, AICP
EXECUTIVE DIRECTOR

November 21, 2025

Mr. Justin Keller, Borough Manager
Pottstown Borough
100 East High Street
Pottstown, Pennsylvania 19464

Re: MCPC #25-0223-001
Plan Name: 658 Jefferson Avenue
(2 dus/2 lots on 0.32 acres)
Situate: 658 Jefferson Avenue
Pottstown Borough

Dear Mr. Keller:

We have reviewed the above-referenced subdivision and land development plan in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on October 15, 2025. We forward this letter as a report of our review.

BACKGROUND

The applicant, Apostolic Faith Housing, Inc., has submitted a preliminary subdivision and land development plan. The proposal would subdivide one lot into two and construct two twin dwelling units. The plan itself does not indicate what the size of the involved lots before and after subdivision would be. The applicant proposes joining two lots, designated on the plan as “Parcel A” and “Parcel B”, into one lot, 0.32-acre in size. The proposed twin building would be much larger than nearby existing residential buildings; however, a new building may be 30 to 100 percent larger than other buildings facing the same block by conditional use. The site is located in the NR Neighborhood Residential zoning district, which is part of the Conservation zoning district grouping. The site would be served by public water and sewer. The plan is dated December 10, 2024.

COMPREHENSIVE PLAN COMPLIANCE

The proposed plan is generally consistent with *MONTCO 2040: A Shared Vision*, Montgomery County Comprehensive Plan (2015). The plan’s future land use map shows the proposed subdivision being in the “Town Residential” future land use area. Primary uses in this area include twins.

The development site is located in the “Regional Core” future land use area of the Pottstown Metropolitan Area Regional Comprehensive Plan (2015). The plan notes that the Regional Core has a traditional town character with a diverse mix of housing types.

The proposed plan is generally consistent with the Pottstown Borough Comprehensive Plan. On that plan's future land use map, the development site is located in the Neighborhood Residential future land use area, where single-family and semi-detached housing is encouraged.

RECOMMENDATION

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

REVIEW COMMENTS

LANDSCAPING

A. Open Space Trees. One tree is required per 8,000 square feet of lot area. The lot area is 13,829 square feet, so two trees (1.73, rounded to 2.00) open space trees are required [§22-504].

B. Street Trees. The site has 82 feet of frontage. Frontages greater than 60 feet require at least 3 street trees, with a minimum of 1 tree every 30 feet, with an average spacing of at least 1 tree every 30 feet [§22-505].

OPEN SPACE

Open Space and Recreational Facilities. All applicants seeking subdivision and/or land development approval shall provide land for open space and recreational facilities. A minimum of 0.0124 acres of land shall be offered for dedication for each new residential lot/dwelling unit created [§22-A504.3]. With two new dwelling units proposed, the applicant would be responsible for dedicating 0.0248 acres of land for open space. Borough Council shall determine if a fee in lieu of land is acceptable per §22-A505.2.

TRANSPORTATION

Driveways for individual residential lots shall be located at least 50 feet from street intersections [§22-A527].

OTHER PLAN INFORMATION

The plan is difficult to read—it uses a bold line to include not just the applicant's property but one adjacent property, whereas such a bold line is typically used to identify the site of proposed subdivision or land development. The plan does not make clear what the proposed subdivision is (which properties would be joined). Additionally, acreage and dimensional characteristics of the individual properties, before and after subdivision, were not provided. Furthermore, the proposed condition includes a property line boundary between two lots (Parcels A and B) which are proposed to be merged.

The following information shall be shown on the plan:

A. Existing Features:

1. Existing vegetation [§22-400.2.B]
2. Topography (contour lines are shown but have no numeric labels) [§22-400.2.D]

3. The total tract boundary lines of the area being subdivided shall be included. There are three areas with heavy boundary lines around them, but it is unclear which properties would be joined (although we understand that 662 Jefferson Avenue is not part of the proposal, the plan makes it appear as if it may be).

B. Proposed Features:

1. A statement of the total number of lots proposed [§22-A404]. It is unclear from the plans.
2. A description of materials comprising the facade of the proposed building(s) [§22-400.2.E]
3. Landscaping and landscaping plan [§22-400.2.H, §22-A404]
4. Lighting [§22-§400.2.I, §22-A512, §22-A516]
5. Plans for solid waste storage areas, including size and materials [§22-A404].

C. Certification: of a "Phase One" Environmental Site Assessment shall be attached in accordance with ASTM (American Society for Testing and Materials) standards.

D. Preliminary Plan Requirements:

1. Identification of Features (off-site): Locations and dimensions of existing rights-of-way and easements (including streets and alleys) [§22-A402].
2. Identification of Features (on-site): Streets, including those recorded but not constructed, including names, right-of-way widths, cartway or pavement widths, radii, curb lines, and approximate grades [§22-A403].
3. Proposed Layout: The width of the cartway, right-of-way and, if required, ultimate right-of-way [§22-A404]. The following data for the cartway centerlines and right-of-way lines of all recorded, except those that are to be vacated, and/or proposed streets, and for the right-of-way lines of all existing streets within the property: the length, in feet and hundredths of a foot, of all straight lines and the length of arc and radius in feet and hundredths of a foot, and the delta angle in degrees, minutes and seconds. Where the line extended from the end of a curve is not tangent to the curve the chord, bearing and distance shall be indicated. The width of the cartway, right-of-way and, if required, ultimate right-of way, in feet and tenths of a foot. Existing tree masses or individual trees over 6 inches in diameter that are to be cleared and existing structures that are to be demolished.
4. Final landscape plan showing the location, number, size, and species of all trees, shrubbery, ground cover, and ornamental plantings that will be planted on the site and along public streets. All plants shall be identified by both their common and scientific names.
5. Approximate location of all existing tree masses and/or individual trees over 6 inches in diameter within the proposed subdivision or land development. Existence and location of identified "recognized environmental conditions" per the standards of the American Society of Testing and Materials E 1527-00.

CONCLUSION

We wish to reiterate that MCPC generally supports the applicant’s proposal, but we believe that our suggested revisions will better achieve Pottstown Borough’s planning objectives for residential 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 (#025-0223-001) on any plans submitted for final recording.

Sincerely,



Mike Narcowich, AICP Community Planning Assistant Manager II
michael.narcowich@montgomerycountypa.gov - 610.278.5238

c: Ian Smith, Apostolic Faith Housing, Inc.
Jim Derr, Chair, Borough Planning Commission
Keith Place, Borough Director of Licensing and Inspection
Patricia Kaufman, Borough Zoning Officer
Charles D. Garner, Jr., Borough Solicitor

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



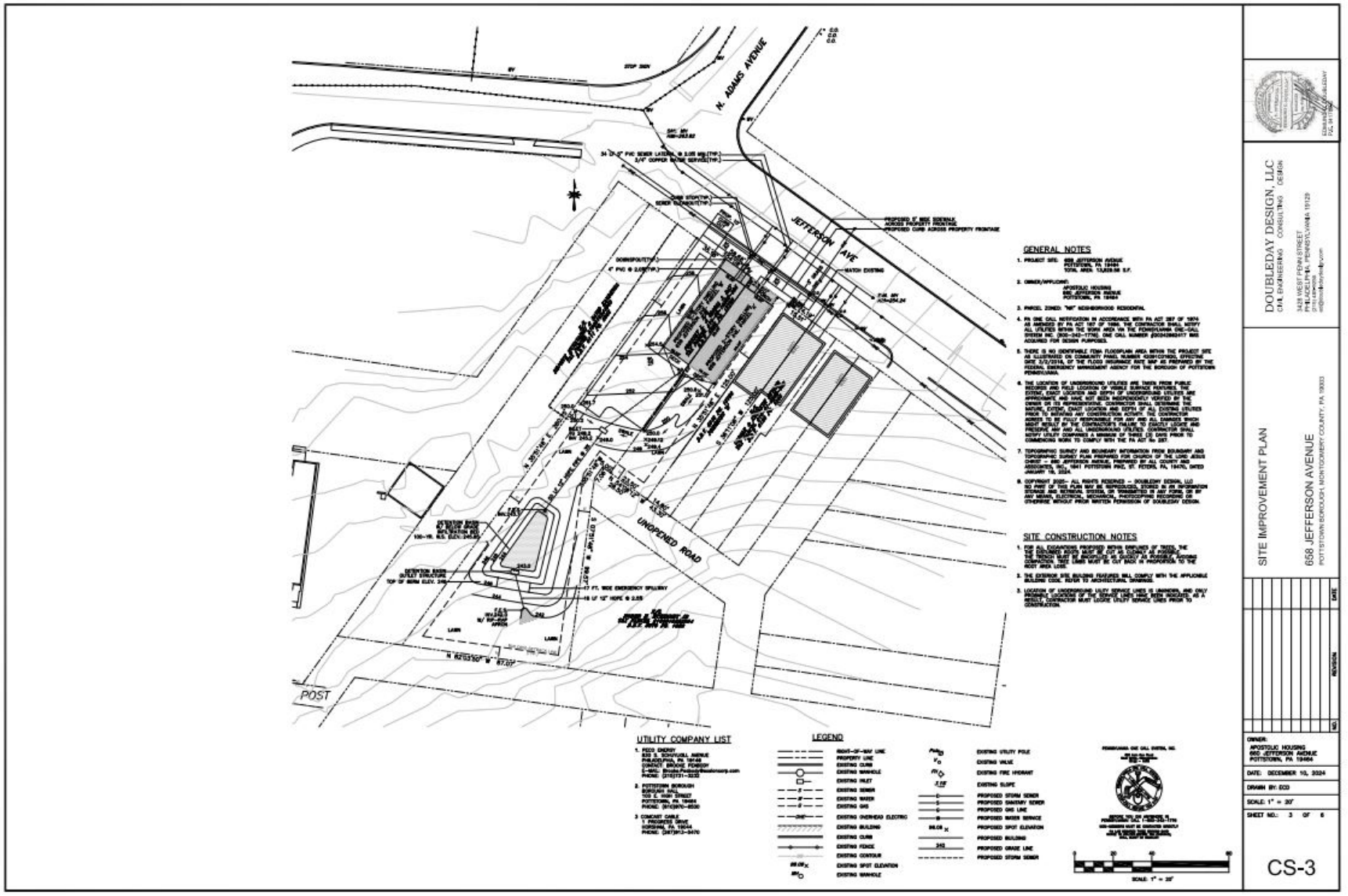
658 Jefferson Avenue
MCPC#250223001

Montgomery County Planning Commission

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N

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www.montcopa.org/planning
Aerial photography provided by Nearmap


N. ADAMS AVENUE
JEFFERSON AVE
UNOPENED ROAD
POST
GENERAL NOTES
SITE CONSTRUCTION NOTES
UTILITY COMPANY LIST
LEGEND
DOUBLEDAY DESIGN, LLC
SITE IMPROVEMENT PLAN
658 JEFFERSON AVENUE
POTTSTOWN BOROUGH, MONTGOMERY COUNTY, PA 19303
OWNER:
APOSTOLIC HOUSING
658 JEFFERSON AVENUE
POTTSTOWN, PA 19464
DATE: DECEMBER 10, 2024
DRAWN BY: ECD
SCALE: 1" = 20'
SHEET NO.: 3 OF 6
CS-3