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MONTGOMERY COUNTY
PLANNING COMMISSION

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SCOTT FRANCE, AICP
EXECUTIVE DIRECTOR

November 7, 2025

Mr. Paul Purtell, Director, Planning, Zoning & Inspections
Upper Moreland Township
117 Park Avenue
Willow Grove, Pennsylvania 19090-3215

Re: MCPC #23-0173-002
Plan Name: Municipal Complex – Police Station
(1 lot comprising approximately 2.97 acres)
Situate: Park Avenue (south)/Center Avenue (north)/
Easton Road (east)/Summit Avenue (west)
Upper Moreland Township

Dear Mr. Purtell:

We have reviewed the above-referenced subdivision and land development or in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on October 21, 2025. We forward this letter as a report of our review.

BACKGROUND

Upper Moreland Township is proposing an expansion and updates to the municipal complex that would include an approximately 8,000 square foot addition to the township administrative portion at the main and lower levels of the building and an approximately 6,000-square foot addition to the police department at the main level. The proposed changes to the municipal complex would include a reconfiguration of public entrances, with accessible entrances on both the Cedar Avenue and Park Avenue sides of the building. Additional improvements include pedestrian connections to the municipal building from Center Avenue, accessible public entrances, and open space and trees around the municipal building and along the streets.

Parking lots and open spaces around the complex would be reconfigured to create more open space behind the library where parking currently exists, and to separate the public parking lot and the secured parking lot for the police department.

We reviewed the previously submitted zoning map amendment for this site in a letter dated May 9, 2023, and we reviewed a previously submitted proposal for this site in a letter dated September 14, 2023.

COMPREHENSIVE PLAN COMPLIANCE

The proposal is generally consistent with *MONTCO 2040: A Shared Vision*, which designates the area as "Regional Mixed-Use Center" future land use category. The proposal is also consistent with *Upper Moreland 2040*, the Upper Moreland Township Comprehensive Plan. The property is located in an area that straddles the Town Center and the Town Residential future land use categories. Development in the Town Center should be pedestrian-oriented and exhibit high-quality design. Due to the abutting Town Residential areas, any future development should be considerate of the residential neighborhoods.

RECOMMENDATION

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

REVIEW COMMENTS

PUBLIC SPACES

A. Public Library and Municipal Building Entrances. We encourage the township to consider the relationship between the municipal building and the public library. The one-way driveway that is currently located between the library and municipal building would be converted to a two-way driveway from Park Avenue that would separate the entrances to the municipal building and the public library. We suggest considering a raised crosswalk between the two buildings to slow cars entering and leaving the site and to create a safer pedestrian connection between the buildings. In addition, with the existing plaza in front of the public library as well as the expanded sidewalk around the new public entrance, this space will likely become a gathering space due to the number of people who will be walking in and around the two buildings.

B. Public Plaza. We recommend considering the design and location of the public plaza. Based on the renderings provided, the public plaza on Park Avenue appears to consist of a widened sidewalk with benches that cuts off the old main entry. The location of the public plaza seems detached from the township building itself, as there is no connection from the sidewalk up the steps to the former main entrance. Regarding the visual relationship of the wall behind the plaza, we feel that using two materials disconnects the plaza wall from the Upper Moreland Township wall sign.

   We appreciate the widened sidewalk along that portion of Park Avenue; however, we suggest considering how the public plaza could be shifted closer to and oriented towards the new entrance on Park Avenue, which would create a more active and inviting gathering space with direct connection to the township building. Creating a public plaza near the Park Avenue entrance would also reinforce the relationship between the library and municipal buildings.

C. Open Space Programming. Based on the site plans provided, there appears to be an open space behind the municipal building. We recommend that this space be treated as an outside space where people could sit while eating lunch or waiting for a meeting.

LANDSCAPING

A. Parking Lot Landscaping. We recommend that a tree be added to the center parking lot island. A waiver is requested from SALDO Section 300-43.D(1)(d) to not provide trees in some parking lots islands, due to the inclusion sidewalks and ramps through the parking lot. We understand that this may require the removal of one or two parking spaces to accommodate the pedestrian walkway; however, we encourage the township to consider the aesthetic and environmental benefits of adding another shade tree to the parking lot, which would shade the pedestrian walkway.

B. Fence Foundation Landscaping. We recommend planting additional landscaping along the perimeter of the chain link fence around the police parking lot. The police parking lot would be secured with a fence and gate, and trees would be planted around the parking along the interior side of the fence. A sidewalk is proposed along the outside of the fence, along Cedar Avenue and along the west side of the public parking lot. To soften the appearance of the fence and to improve the pedestrian experience, we suggest planting additional shrubs along the foundation of the fence.

PEDESTRIAN CONNECTIVITY AND PUBLIC ENTRANCES

Based on the site plans provided, it appears that the sidewalk along Center Avenue would be widened and set further back from the street, which we commend, as it will improve the pedestrian experience.

A. Building Entrances. We recommend considering how to treat the front of the building as well as the old entrances. It appears that the new configuration of the building and entrances does not use the old entrances along Park Avenue for the municipal administration or Police Department. The proposed plans show the existing walkway to the stairs, but the walkway does not lead to an active entrance (as is also referenced in comment B. Public Plaza).

   1. *Police Department Accessible Ramp*. The old Police Department entrance on Park Avenue could be accessed by a ramp from the sidewalk along Park Avenue. However, there is no sidewalk along the vehicular driveway from the sidewalk to the ramp, creating a gap in the pedestrian network. If the ramp and entrance are intended to be used by the public, the rehabilitation of the municipal complex may be an opportunity to address the accessibility of this entrance.

TRANSPORTATION

A. Vehicular Parking. There are currently parallel parking spaces in front of the side entrance to the township building; the proposal would keep two parallel parking spaces in that location. If these are planned to be used as loading or drop-off spaces, we recommend that they be indicated as such on the plans and that signage be provided to clearly show that they are for temporary parking only.

B. Bike Parking. We recommend that the township install bike racks adjacent to the municipal complex entrances.

CONCLUSION

We wish to reiterate that MCPC generally supports the township's proposal but we believe that our suggested revisions will better achieve Upper Moreland's planning objectives for development in the Willow Grove.

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 (23-0173-002) on any plans submitted for final recording.

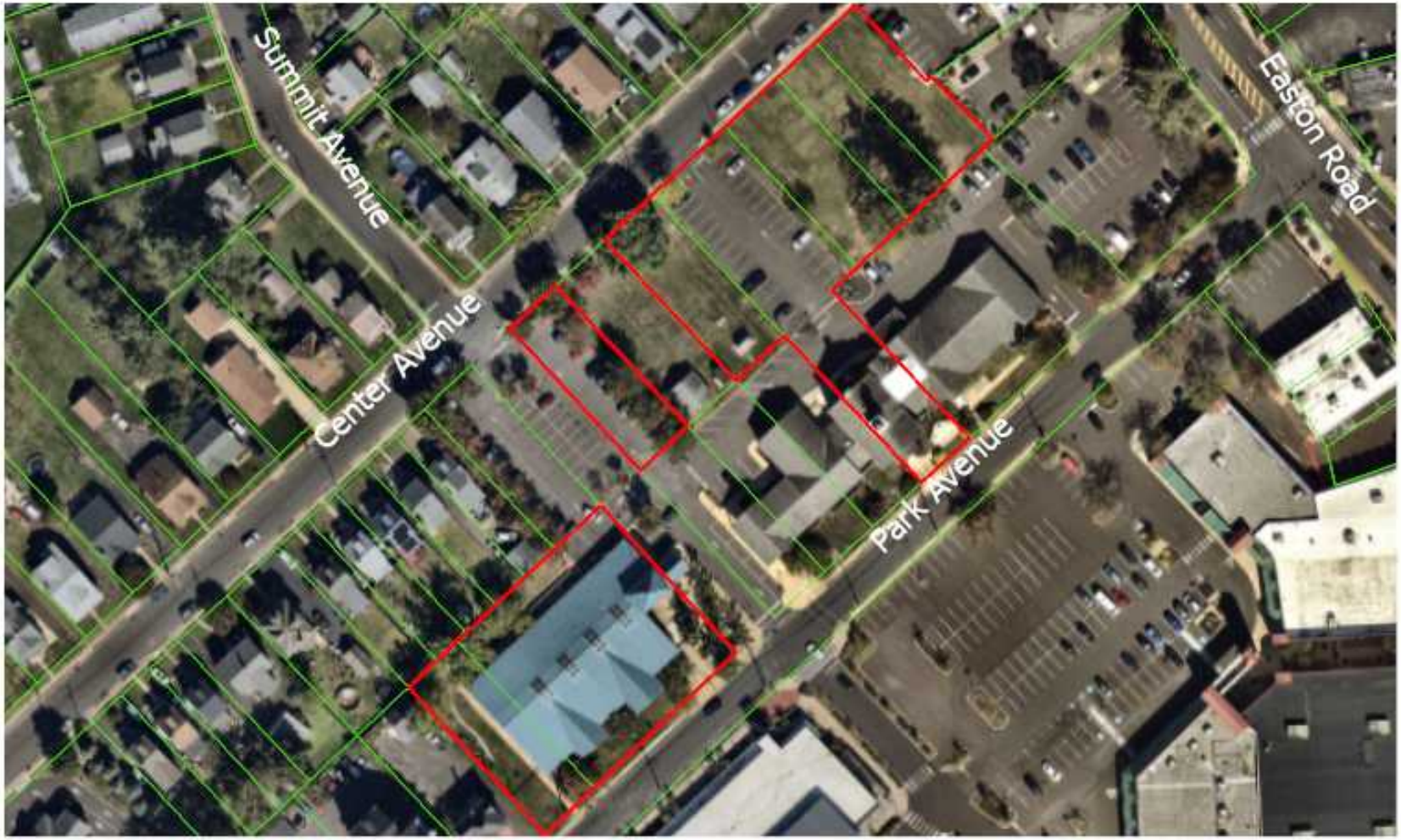
Sincerely,



Claire Warner, Principal Community Planner I
Claire.Warner@montgomerycountypa.gov – 610-278-3755

c: Patrick Stasio, Township Manager
Jennifer Mullen, Chair, Township Advisory Planning Agency
Alex Baumler, Township Solicitor

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

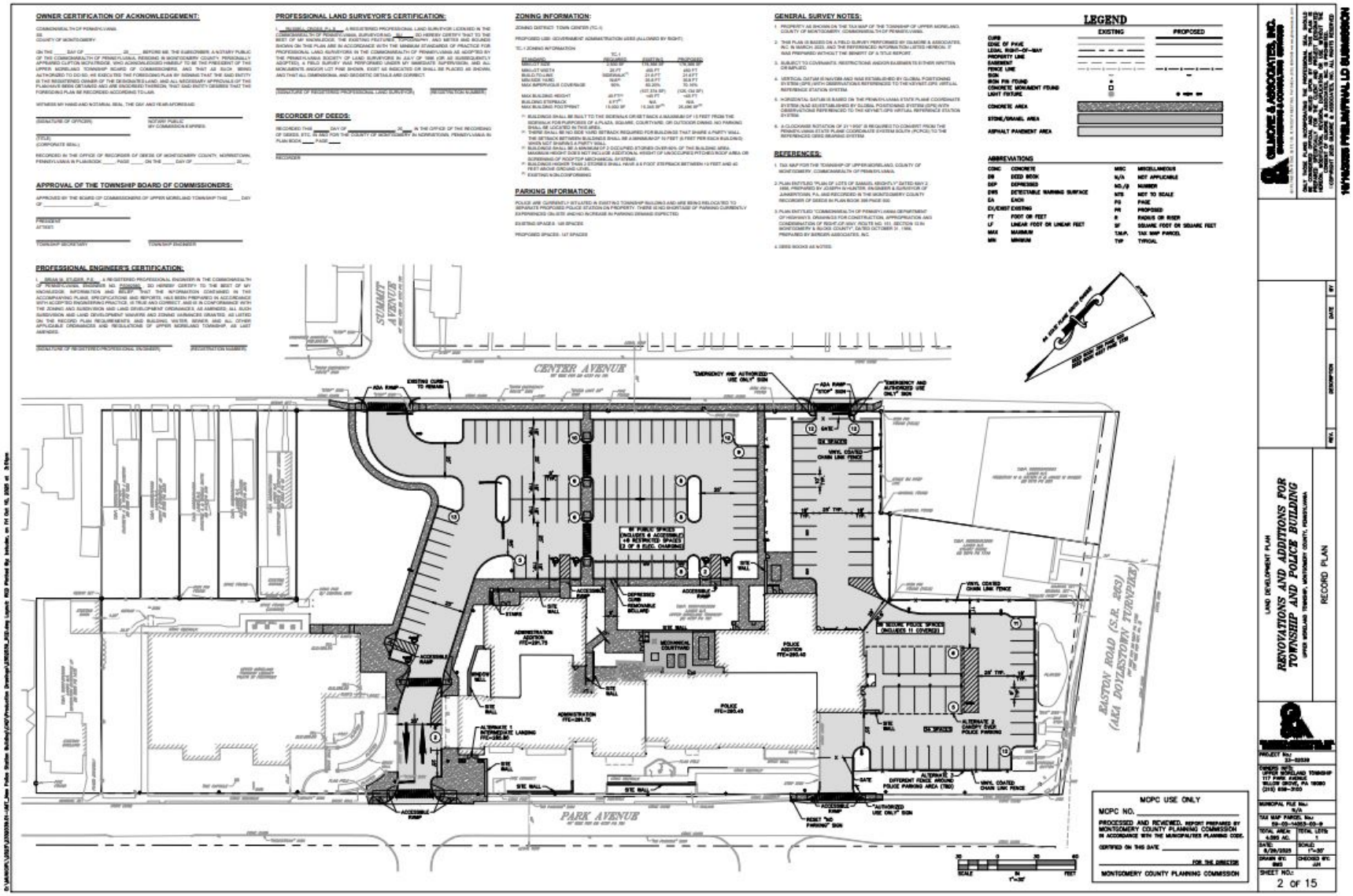


Municipal Complex
MCPC#230173002

Montgomery County Planning Commission
Montgomery County Courthouse - Planning Commission
PO Box 311 Norristown PA 19404-0311
(p) 610 278-3722 (f) 610 278-3941
www.montcopa.org/plancom
Aerial photography provided by Nearmap

0 50 100 200 Feet

N


OWNER CERTIFICATION OF ACKNOWLEDGEMENT:
PROFESSIONAL LAND SURVEYOR'S CERTIFICATION:
RECORDER OF DEEDS:
APPROVAL OF THE TOWNSHIP BOARD OF COMMISSIONERS:
PROFESSIONAL ENGINEER'S CERTIFICATION:
ZONING INFORMATION:
PARKING INFORMATION:
GENERAL SURVEY NOTES:
REFERENCES:
LEGEND
EXISTING
PROPOSED
ABBREVIATIONS
SUMMIT AVENUE
CENTER AVENUE
PARK AVENUE
EASTON ROAD (S.R. 611) (AKA DOYLESTOWN TURNPIKE)
ADMINISTRATION ADDITION
POLICE ADDITION
MECHANICAL COURTYARD
ALTERNATE 1 INTERMEDIATE LANDING
ALTERNATE 2 CANOPY OVER POLICE PARKING
MCPC USE ONLY
MCPC NO.
PROCESSED AND REVIEWED, REPORT PREPARED BY MONTGOMERY COUNTY PLANNING COMMISSION IN ACCORDANCE WITH THE MUNICIPALITIES PLANNING CODE.
CERTIFIED ON THIS DATE
FOR THE DIRECTOR
MONTGOMERY COUNTY PLANNING COMMISSION
GILMORE & ASSOCIATES, INC.
LAND DEVELOPMENT PLAN
RENOVATIONS AND ADDITIONS FOR TOWNSHIP AND POLICE BUILDING
UPPER MORELAND TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA
RECORD PLAN
PRELIMINARY/FINAL LD SUBMISSION
PROJECT No.: 22-02338
OWNER INFO.: UPPER MORELAND TOWNSHIP 117 PARK AVENUE WILLOW GROVE, PA 19090 (215) 659-3100
MUNICIPAL FILE No.: N/A
TAX MAP PARCEL No.: 59-00-14453-00-9
TOTAL AREA: 4.595 AC.
TOTAL LOTS: 1
DATE: 8/29/2025
SCALE: 1"=30'
DRAWN BY: MD
CHECKED BY: JH
SHEET No.: 2 OF 15