

**MONTGOMERY COUNTY
BOARD OF COMMISSIONERS**

JOSH SHAPIRO, CHAIR

LESLIE S. RICHARDS, VICE CHAIR

BRUCE L. CASTOR, JR., COMMISSIONER



**MONTGOMERY COUNTY
PLANNING COMMISSION**

MONTGOMERY COUNTY COURTHOUSE • PO Box 311
NORRISTOWN, PA 19404-0311
610-278-3722

FAX: 610-278-3941 • TDD: 610-631-1211
WWW.MONTCOPA.ORG

JODY L. HOLTON, AICP
EXECUTIVE DIRECTOR

December 3, 2014

Re: Monday, December 15, 2014 West Norriton Planning Commission Public Meeting at 7:30pm

Dear Mr. Valyo,

Please feel free to post this memo as an agenda item for the upcoming Planning Commission meeting referenced above. As you and the members of the Planning Commission are aware, the Township has entered into a three-year agreement with MCPC to provide planning services. The first project item we have been asked to tackle is a master plan for West Main Street. I'd like to have the opportunity to discuss the following items with the Planning Commission. I think the discussion will require about 30 minutes of meeting time. I am seeking recommendations and help with the process from the Planning Commission. No formal action is requested.

Goal: Regulate, assist, and fund the transformation of properties and businesses along West Main Street to make it easier and safer for walking, biking, and public transportation. Guide new development and capital improvements according to site design and access management standards that promote these goals.

Scope of Work: Build upon the zoning standards adopted in the Revitalization and Traffic Management Overlay District (RTMO) and create a master plan, design guidelines, and assist with implementation. Coordinate with Township elected and appointed officials, staff, business and property owners, and the public and develop a program to assist the transformation of West Main Street. Coordinate with county, regional, and state officials to plan transportation, stormwater, and utility infrastructure improvements.

Deliverables:

- Master Plan for all properties in the RTMO that details street, sidewalk, circulation, landscaping, site design, and connections to adjacent neighborhoods
- Illustrated site and building design guidebook
- Zoning and subdivision ordinance amendments necessary to implement the plan
- A capital improvement plan for the corridor (stormwater, transportation, utilities) with grant writing and funding implementation assistance

Process and Timeline

- Use a diverse working group (PC, BOS, public meeting design workshop, focus group of property and business owners, township officials and staff)
- 6 months to develop – Master plan and design guide (July 2015)
- 2 months to develop - Capital improvement and funding assistance plan (September 2015)
- 2 months to develop – Zoning and SLDO amendments (September 2015)

Regards,
Sean Metrick, AICP
Senior Planner, Montgomery County Planning Commission
610.292.4917
smetrick@montcopa.org