Manager's Report - December 2020

Office Activity.

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed.
- Attended Ontelaunee Board of Supervisors (Dec 3), Board of Supervisors meeting (Dec 10), Community Advisory Board (Dec 4), Meeting with Central Berks Chief (Dec 7), Met with Police Consultant (Dec 15), Authority (Dec 17)
- Completed Reorganization agenda, resolution, copies and delivered books.
- Packed up financials for audit.
- Processed Agnetti retirement paperwork.
- Reviewed draft police study.

Road Crew Activity.

- Leaf pick up (Dec. 1 - 9)
- Finished 541 Guldin Road storm water repair.
- Storm water repair Lutz property.
- Put plows and spreaders on trucks.
- Put leaf vac and tractors at Molltown shed.
- Greased loader.
- Checked tires on trucks.
- Snow Event Dec. 16-17.

No road crew December 24-January 1

Respectfully Submitted,
Diane Hollenbach, Manager

From January to April 2021, Penn DOT will be collecting traffic data with traffic counters on municipal owned roads in order to prioritize locations for safety improvements.

Township of Maidencreek 01/04/2021
Zoning and UCC Services
Great Valley Consultants – GVC #3026-007 and 3026-008

ZONING AND UNIFORM CONSTRUCTION CODE SERVICES
Monthly Report – December 1, 2020 through December 31, 2020:

The following permits / plans were reviewed and processed:

20-227	12/01/2020 -	333 Cornerstone Drive – Fence for Bill Clemmer
20-228	12/01/2020 -	109 Sterling Street – Roof over patio for Steven Breen
20-229	12/09/2020 -	176 South View Road – Fence for Jennifer Toplak-Klopp
20-230	12/09/2020 -	932 Park Road – Driveway and parking area for David Tidd
20-231	12/14/2020 -	752 Golden Drive – Shed for Todd Dierolf
20-232	12/14/2020 -	156 Sandhurst Drive – Shed for Matt Schlegel
20-233	12/14/2020 -	321 Sycamore Lane – Plumbing alterations for Tristan Hamburg
20-234	12/15/2020 -	8484 Allentown Pike – Sign for James Adams
20-235	12/16/2020 -	232 Longleaf Drive – Fence for Jason Silverman
20-236	12/29/2020 -	106 Ponderosa Drive – Basement renovations for Blake Jones
20-237	12/29/2020 -	112 Hammond Street – Solar system for Melissa Saiger
20-238	12/30/2020 -	730 Golden Drive Fence for Marilyn Chimokosky

The following were meetings or discussions for Zoning and Building Code services:

12/01/2020	-	Prepared monthly report for November.
12/01/2020	-	Discussions with Chuck Sorokac regarding inspections for 411 Colonial Court and footing depth questions.
12/01/2020	-	Discussion with Joan of Sunrun Solar regarding U&O Certificate for 302 Blandon Meadows Pkwy.
12/02/2020	-	Discussion with Don Ohlinger of 46 Mt. Spring Road regarding letter on use of second dwelling unit.
12/02/2020	-	Discussion with Tim Heffner of DESCCO regarding township inspections of sidewalk for project at 932 Allentown Pike.
12/02/2020	-	Discussion with Fay from Promax Fence regarding permit for 176 South View Road.
12/02/2020	-	Discussion with Chivon of Anthony / Sylvan Pools regarding questions for pool at 153 Penrose Avenue.
12/04/2020	-	Prepared and issued zoning letter regarding relocation of sign for Adams Associates at 8484 Allentown Pike due to PennDOT road project.
12/07/2020	-	Discussions with Chuck Sorokac regarding inspections for 411 Colonial Court.

12/08/2020	-	Discussion with Jesse Lobb regarding permit for plumbing work at 528 Golden Drive.
12/09/2020	-	Discussion with Wendy of Bartush Signs regarding sign relocations and permits for signs for Coliseum II and III on Allentown Pike.
12/09/2020	-	Discussion with Olivia (realtor) regarding question on if property transfer inspections required by the Township.
12/11/2020	-	Discussion with David Grass on zoning and locations in the Township that would allow parking / storage of tractor trailer trucks a d RV's.
12/11/2020	-	Discussion with All Directions Van Lines regarding U&O and zoning permits required for tenant space at 1076 Park Road.
12/14/2020	-	Discussion with Seth Lacy of Colliers International regarding location in the Township that would allow auto sales uses.
12/15/2020	-	Discussion with Ryan May regarding permits for a walkout basement door and for basement renovations.
12/16/2020	-	Discussions with Heather Jones on permits for basement renovations.
12/18/2020	-	Responded to emails from D. Hollenbach regarding zoning questions about a possible pizza shop at 1052 Park Road. Discussion with Justina Ott (realtor) regarding zoning requirements for a pizza shop at 1052 Park Road.
12/21/2020	-	Discussion with Justina Ott (realtor) regarding zoning requirements for a pizza shop at 1052 Park Road.
12/22/2020	-	Discussion with Helen of Phantom Fireworks regarding permits for fireworks stands in 2021.
12/22/1020	-	Discussions with Peter Ringler of 612 Bartlet Road regarding size requirements for a sign for a greenhouse and sign locations.
12/28/2020	-	Responded to email from D. Hollenbach regarding permits for moving company at 1076 Park Road. Discussion with F. Pomrink regarding site visit to confirm that the tenant space has not been occupied without permits.

The following UCC inspections were performed:

12/04/2020	-	153 Penrose Avenue – Rough electrical and bonding for pool – PASSED
12/07/2020	-	8520 Allentown Pike – Unit 1&2 – Final occupancy inspection – PASSED
12/07/2020	-	411 Colonial Court – Framing inspection for deck - PASSED
12/18/2020	-	114 Spirit Court – Final building and electrical inspections for solar system - PASSED
12/18/2020	-	504 Walnut Tree Drive – Final building and electrical inspections for solar system – PASSED
12/23/2020	-	212 Anna Avenue – Lot 41 – Rough plumbing inspection – PASSED
12/23/2020	-	441 Golden Drive – Final building and electrical inspection for solar system – PASSED

The following were meetings, discussions, inspections or processing of documents / correspondence regarding enforcement of the Property Maintenance and/or Zoning Ordinances:

12/03/2020	-	Reviewed emails from C. Garrell regarding appeal by Norman Wilkerson for the District Judge decision on the property maintenance violations.
12/07/2020	-	Site visit to 220 Faith Drive regarding complaint on property maintenance issues.
12/09/2020	-	Discussion with Amin Ghorab of 216 Holiday Lane regarding status for the NOV issues for property maintenance and vehicles.
12/10/2020	-	Site visit to 184 Cornerstone Drive regarding complaint on property maintenance and operation of business without permits.
12/15/2020	-	Site visit to 216 holiday Lane to review status of NOV issues.
12/16/2020	-	Prepared and issued second NOV letter regarding property maintenance and vehicle issues at 216 Holiday Lane.
12/18/2020	-	Site visit regarding complaint for issues at 228 Callery Drive.
12/21/2020	-	Site visit to 268 Main Street regarding property maintenance complaint.
12/22/2020	-	Site visit to 207 Independence Court regarding property maintenance complaint.
12/22/2020	-	Prepared and issued NOV letter to 207 Independence Court regarding lack of cleanup of dog feces.
12/23/2020	-	Discussion with Dan Wynn of 184 Cornerstone Drive regarding NOV letter on IPMC issues.
12/28/2020	-	Discussion with Amin Ghorab of 216 Holiday Lane regarding status of NOV issues.
12/28/2020	-	Site visit to 1076 Park Road regarding possible tenant without permits.
12/28/2020	-	Site visit to 8497 Allentown Pike regarding complaint.