



PLYMOUTH TOWNSHIP COUNCIL

WORKSHOP MEETING

Monday, May 4, 2026
Plymouth Township Building
6:00PM

The monthly Workshop meeting is an informational session where Council hears reports from department directors and presentations from outside organizations or applicants on matters related to township matters. The meeting is also used to review items scheduled for the upcoming Business meeting. Council generally does not take official action at Workshop meetings.

AGENDA

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENTS

- A. Council will meet in an Executive Session at the conclusion of this meeting to discuss litigation.

3. PRESENTATION ITEMS

A. 1175 Conshohocken Road – Land Development

Representatives from the Montgomery County Fire Academy will present an overview of their simple land development application, which proposes the construction of a new live fire training building and a firefighter break area.

B. Valley Forge Tourism & Convention Board

Tessa Robinson will provide an overview of events scheduled in Montgomery County for 2026, with a focus on America250.

4. DISCUSSION ITEMS

- A. None

5. DEPARTMENTAL UPDATES

6. REVIEW OF AGENDA FOR UPCOMING BUSINESS MEETING

Potential Action Items for Business Meeting: May 11, 2026

- A. Motion to Adopt Resolution 2026-19: Jim Wallace Retirement
- B. Motion to Adopt Resolution 2026-20: Marty Higgins – Zoning Hearing Board
- C. Motion to Adopt Resolution 2026-21: National Police Week
- D. Motion to Adopt Resolution 2026-22: National Public Works Week
- E. Motion to Adopt Resolution 2026-23: National EMS Week
- F. Motion to Adopt Resolution 2026-24: International Firefighters' Day
- G. Motion to Adopt Resolution 2026-25: 2025 Police Officer of the Year – Jake Hennessey
- H. Motion to Award Commendation of Merit – Det. Eric Ponzek
- I. Motion to Award Commendation of Exceptional Service – Det. Joseph LaPenta



PLYMOUTH TOWNSHIP COUNCIL

- J. Motion to Approve Swearing in Fire Police: Gianni Mitchell-Graves
- K. Motion to Approve the meeting minutes for April 6, 2026, Workshop Meeting and April 13, 2026, Business Meeting
- L. Motion to Approve the departmental reports and schedule of bills for April 2026
- M. Motion to Award 2026 Street Paving Project Bid - Allan Meyers LP
- N. Motion to Approve time extension for LD 25-2: 1920 Little Ave
- O. Motion to Approve time extension for LD 26-2: Plymouth Ridge (Woods) Townhomes
- P. Motion to Approve 1175 Conshohocken Road – Land Development Conditional Approval
- Q. Motion to Adopt Resolution 2026-26: Serving of Alcoholic Beverages at GPCC Park for the Summer Concert Series
- R. Motion to Approve Harmonville Fire Co. Rebuild Change Order MC-CO-02: Integrity Mechanical, Inc
- S. Motion to Approve Harmonville Fire Co. Rebuild Change Order GC-CO-05: E.R Stuebner

Information Items for Business Meeting: May 11, 2026

- A. Police Department Update
- B. Citizens Board Vacancy Announcements
- C. Zoning Hearings
- D. Parks and Recreation Upcoming Events

7. PUBLIC COMMENT

Members of the public are welcome to address Council during this time. Speakers are asked to keep their remarks respectful and concise to allow time for all who wish to speak. Comments should be directed to Council as a whole, not to individual members or staff. Council may choose to respond or take matters under advisement for future consideration.

8. ADJOURNMENT



PLEASE NOTE:

The following information is provided for informational and discussion purposes only.

Final documents and any motions for Council consideration will be included in the meeting packet for the Business Meeting scheduled for:

May 11, 2026

RESOLUTION 2026-19

RESOLUTION RECOGNIZING AND COMMENDING JAMES R. WALLACE FOR 12 YEARS OF DEDICATED SERVICE AS DIRECTOR OF CODE ENFORCEMENT.

WHEREAS, JAMES R. WALLACE has diligently served in the Plymouth Township Code Enforcement Department as Director since August 4, 2014, and,

WHEREAS, JAMES R. WALLACE has established May 8, 2026, as his retirement date, and,

WHEREAS, the Township of Plymouth desires to formally recognize and publicly express its appreciation for his services.

NOW, THEREFORE BE IT RESOLVED, that **JAMES R. WALLACE** is hereby commended for 12 years of dedicated service to the Township of Plymouth.

BE IT FURTHER RESOLVED that best wishes are extended to **JAMES R. WALLACE** for a productive and happy retirement.

BE IT FURTHER RESOLVED that this resolution be officially entered in the official minutes of Plymouth Township and that a copy of this resolution be publicly tendered to **JAMES R. WALLACE**.

ADOPTED this 11th day of May, 2026.

PLYMOUTH TOWNSHIP COUNCIL

Lynne M. Viscio, Chair

ATTEST:

Matt West, Township Manager

RESOLUTION 2026-20

A RESOLUTION EXPRESSING APPRECIATION AND GRATITUDE TO MARTY HIGGINS FOR DEDICATED SERVICE TO PLYMOUTH TOWNSHIP

In grateful recognition of his generous and outstanding service and contributions rendered as a member of the:

Zoning Hearing Board

Marty Higgins served Plymouth Township with commitment and dedication by volunteering his time to the Zoning Hearing Board during the period extending from February 13, 2023, through March 31, 2026.

NOW, THEREFORE, BE IT RESOLVED that Plymouth Township Council hereby expresses its appreciation to **Marty Higgins**.

BE IT FURTHER RESOLVED that this resolution be entered in the official minutes of Plymouth Township and that a copy of this resolution be publicly tendered to **Marty Higgins**.

PRESENTED AND APPROVED at a duly convened meeting of Plymouth Township conducted on this 11th day of May 2026.

PLYMOUTH TOWNSHIP COUNCIL

Lynne M Viscio, Chair

ATTEST:

Matt West, Township Manager

RESOLUTION 2026 – 21

A RESOLUTION RECOGNIZING AND HONORING THE POLICE DEPARTMENT FOR ITS DEDICATED SERVICE, COURAGE, AND COMMITMENT TO PROTECTING THE COMMUNITY DURING NATIONAL POLICE WEEK.

WHEREAS, the Congress of the United States of America has designated the week of May 11 - 17, 2026 as National Police Week, and

WHEREAS, Plymouth Township desires to honor the valor, service, and dedication of its own police officers.

NOW, THEREFORE, BE IT RESOLVED that Plymouth Township Council hereby proclaims the week of May 11 - 17, 2026 to be Police Week and calls upon all citizens in this community to especially honor and show their sincere appreciation for the police officers of this Township.

BE IT FURTHER RESOLVED that Plymouth Township Council likewise expresses its gratitude to the men and women in uniform who uphold the law, safeguard the citizenry, and make Plymouth Township a desirable place in which to live and work.

ADOPTED this 11th day of May A.D., 2026.

PLYMOUTH TOWNSHIP COUNCIL

Lynne M. Viscio, Chair

ATTEST:

Matt West, Township Manager

RESOLUTION 2026-22

A RESOLUTION RECOGNIZING AND HONORING THE PUBLIC WORKS DEPARTMENT FOR ITS DEDICATED SERVICE TO THE COMMUNITY DURING NATIONAL PUBLIC WORKS WEEK.

WHEREAS, the services provided in Plymouth Township are an integral part of resident's everyday lives; and

WHEREAS, the health, safety, comfort and quality of life for Plymouth Township residents greatly depends on these facilities and services; and

WHEREAS, the members of the Plymouth Township Public Works Department are vital to the efficient operation and maintenance of Township programs, including sanitary and storm sewers, streets, snow removal, solid waste and recycling collection, parks, buildings, Township grounds and Township vehicles; and

WHEREAS, the quality and effectiveness of these facilities and services, as well as their planning, design and construction, are vitally dependent upon the efforts and skill of public works personnel.

NOW, THEREFORE, BE IT RESOLVED that in recognition of National Public Works Week, May 17 through 23, 2026, all members of the Public Works Department be commended for their performance; and

BE IT FURTHER RESOLVED that this resolution be entered in the official minutes of Plymouth Township and that a copy of this resolution be publicly tendered to the Public Works Department.

ADOPTED this 11th day of May A. D., 2026.

PLYMOUTH TOWNSHIP COUNCIL

Lynne M. Viscio, Chair

ATTEST:

Matt West, Township Manager

RESOLUTION 2026 – 23

A RESOLUTION RECOGNIZING AND HONORING EMERGENCY MEDICAL SERVICES PERSONNEL FOR THEIR LIFESAVING CARE, RAPID RESPONSE, AND UNWAVERING DEDICATION TO PUBLIC HEALTH AND SAFETY DURING NATIONAL EMS WEEK.

WHEREAS, the week of May 17 – 23, 2026 has been designated as **National EMS Week**, and

WHEREAS, Plymouth Township desires to honor the compassion, service, and dedication of its own emergency medical service providers.

NOW, THEREFORE, BE IT RESOLVED that **Plymouth Township Council** hereby proclaims the week of May 17 - 23, 2026 to be EMS Week and calls upon all citizens in this community to especially honor and show their sincere appreciation for the emergency medical service providers of this Township.

BE IT FURTHER RESOLVED that **Plymouth Township Council** likewise expresses its gratitude to the men and women in uniform who care and support the citizenry and make Plymouth Township a desirable place in which to live and work.

ADOPTED this 11th day of May A.D., 2026.

PLYMOUTH TOWNSHIP COUNCIL

Lynne M. Viscio, Chair

ATTEST:

Matt West, Township Manager

RESOLUTION 2026 – 24

A RESOLUTION RECOGNIZING AND HONORING THE MEMBERS OF PLYMOUTH FIRE COMPANY AND HARMONVILLE FIRE COMPANY FOR THEIR BRAVERY, DEDICATION, AND SELFLESS SERVICE TO THE COMMUNITY.

WHEREAS, annually, the first Sunday in May has been designated as International Firefighters' Day, and

WHEREAS, Plymouth Township desires to honor the valor, service, and dedication of its own firefighters.

NOW, THEREFORE, BE IT RESOLVED that **Plymouth Township Council** hereby proclaims Sunday, May 4, 2026, to be International Firefighters' Day and calls upon all citizens in this community to especially honor and show their sincere appreciation for the firefighters of this Township.

BE IT FURTHER RESOLVED that **Plymouth Township Council** likewise expresses its gratitude to the men and women in uniform who safeguard our citizenry, homes, and businesses, and make Plymouth Township a desirable place in which to live and work.

ADOPTED this 11th day of May A.D., 2026.

PLYMOUTH TOWNSHIP COUNCIL

Lynne M. Viscio, Chair

ATTEST:

Matt West, Township Manager

RESOLUTION - 25

POLICE OFFICER OF THE YEAR - 2025

WHEREAS, Officer Jacob Hennessey has performed diligently and faithfully the duties and services required of him by the Township of Plymouth, and

WHEREAS, the performance of Officer Jacob Hennessey was in the highest standard of the Law Enforcement profession, and

WHEREAS, a vote has been taken by the police department supervisory staff to recognize Officer Jacob Hennessey and his outstanding contributions.

NOW, THEREFORE BE IT RESOLVED that Officer Jacob Hennessey is hereby commended for his diligent and valuable service.

BE IT FURTHER RESOLVED that this Resolution be entered on the official minutes of Plymouth Township and that a copy of this resolution be publicly tendered to Officer Jacob Hennessey.

ADOPTED this 11th day of May A.D., 2026

PLYMOUTH TOWNSHIP COUNCIL

BY: _____
Lynne M. Viscio, Chair

Attest: _____
Matt West, Manager

COMMENDATION OF MERIT

WHEREAS, on November 14, 2025, Miller Bros. Solar L.L.C., a business located in Plymouth Township, reported being defrauded \$501,082 by a phishing financial scam, and

WHEREAS, Detective Eric Ponzek worked with law enforcement officials in Colorado to swiftly identify and arrest the suspect, freeze the fraudulently obtained funds and return the entire sum of scammed money back to the victim, Miller Bros. Solar L.L.C., and

WHEREAS, On December 12, 2025, Plymouth Township residents reported a fraudulent transaction from their bank account totaling \$47,786, and

WHEREAS, Detective Eric Ponzek worked with federal, state and local law enforcement agencies to swiftly seize and return the remaining stolen funds (\$22,625.22) to the victims as well as identify the international conspirators responsible for the crime, and

WHEREAS, Detective Eric Ponzek's tenacious pursuit of justice for victims of financial crimes has resulted in the identification of international suspects, the prosecution of an offender in Colorado and the sizable return of stolen funds totaling over \$523,000 in these two cases alone.

NOW, THEREFORE BE IT RESOLVED that Detective Eric Ponzek be publicly commended for his intelligent and valuable police service, in which he demonstrated faithfulness and perseverance, and that his determined actions recovered funds for victims of financial crimes as well as served the basis for the identification and pursuit of its offenders.

BE IT FURTHER RESOLVED that this Commendation be entered on the official minutes of Plymouth Township and that a copy of this Commendation be publicly tendered to Detective Eric Ponzek.

ADOPTED this 11th Day of May A.D., 2026.

PLYMOUTH TOWNSHIP COUNCIL

By: _____
Lynne M. Viscio, Chair

Attest: _____

Matt West, Manager

COMMENDATION OF EXCEPTIONAL SERVICE

WHEREAS, on June 15, 2025 at 7:59 P.M., the Plymouth Township Police Department responded to the intersection of Ridge Pike and Chemical Road for a report of an illegal street takeover involving a large crowd of spectators and vehicles blocking the intersection and engaging in an illegal demonstration of vehicle stunts, and

WHEREAS, street takeovers present an ongoing threat to public safety for participants, spectators, innocent civilians and responding law enforcement, and

WHEREAS, video of the June 15th Plymouth Township street takeover was replayed over local and national news broadcasts bringing both scrutiny to the illegal conduct while also highlighting the intersection as a future target for takeovers, and

WHEREAS, Detective Joseph LaPenta utilized intelligence from a variety of sources, including social media and law enforcement partners in Pennsylvania, New Jersey, Delaware, and Maryland to identify conspirators of the street takeover, and

WHEREAS, Detective Joseph LaPenta identified and arrested street takeover suspects from New Jersey, Maryland and Delaware providing a deterrent response to dangerous criminal conduct impacting public safety, and

NOW, THEREFORE BE IT RESOLVED that Detective Joseph LaPenta be publicly commended for his exceptional police service, which vindicated the authority of the police to successfully prosecute such reckless conduct now and in the future.

BE IT FURTHER RESOLVED that this Commendation be entered on the official minutes of Plymouth Township and that a copy of this Commendation be publicly tendered to Detective Joseph LaPenta.

ADOPTED this 11th Day of May A.D., 2026.

PLYMOUTH TOWNSHIP COUNCIL

By: _____
Lynne M. Viscio, Chair

Attest: _____
Matt West, Manager

PLYMOUTH TOWNSHIP, MONTGOMERY COUNTY
OATH OF APPOINTED OFFICER

STATE OF PENNSYLVANIA:

COUNTY OF MONTGOMERY:

I, Gianni Mitchell-Graves , having been duly appointed to the office of **Fire Police** in and for the Township of Plymouth, Montgomery County, Pennsylvania, do (swear) (affirm) that I will support and obey the Constitution of the United States and the Constitution of the Commonwealth of Pennsylvania, and that I will perform the duties of the above-mentioned office with all fidelity.

Sworn to and subscribed before me this **11th** day of **May A.D. 2026**.

_____ (signed)
Applicant

_____ (signed)
Officer Subscribing

Chair of Council

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council and Matt West, Township Manager

FROM: Christopher Loschiavo, Director of Public Works *CL*

DATE: April 28, 2026

SUBJECT: Street Paving Bid Award

Overview

As part of the Public Works streets program, the township was accepting bids for milling and asphalt overlay for Belvoir Road, Virginia Road and Pleasant Road using the online platform Pennbid. Bids were opened on Thursday April 23, 2026. There were 7 qualified bidders on the project. We would like to award this project to the lowest responsible bidder who meets all the qualifications.

Key Changes

The street paving program is an annual project to stay proactive on all township owned streets.

Policy Considerations

It is critical to maintain the annual street paving project to preserve roadway assets. Milling and paving extends pavement life for 10-15 years, sometimes longer. New roads improve safety and residents expect drivable well maintained streets, this is a core municipal service.

Fiscal Impact

The fiscal impact to mill and overlay existing streets is significantly cheaper than costly road reconstruction such as a full depth reconstruction once roads fail. This program is funded by the capital reserve. \$300,000.00 is the budgeted amount. The lowest responsible bidder came in at \$286,665.00.

Recommendation

I would like to recommend the Pavement Milling and Overlay project be awarded to Allan Meyers LP for \$286,665.00. They are a very reputable company who is the lowest responsible bidder on this project. They meet all the qualifications. See attached for the overall bidder's summary.

| | | | | Allan Myers LP | | G&B Construction | | General asphalt Paving | | Glasgow Inc. | | ames D. Morrissey, Inc | | Sacks & Sons, Inc. | | Schiefer Contractors, I | | |
|----------------------|----------|--------------|-----------|----------------|------------|------------------|------------|------------------------|------------|--------------|------------|------------------------|------------|--------------------|------------|-------------------------|------------|--------------|
| | | | | Total Cost | | Total Cost | | Total Cost | | Total Cost | | Total Cost | | Total Cost | | Total Cost | | |
| | | | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | |
| | | | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | |
| # Items | Selected | Lowest | UnitofMea | QuantityRec | UnitPrice | TotalCost | UnitPrice | TotalCost | UnitPrice | TotalCost | UnitPrice | TotalCost | UnitPrice | TotalCost | UnitPrice | TotalCost | | |
| Base Bid Pricing (3) | | | | | | | | | | | | | | | | | | |
| # Mobilizatic | \$ 0 | \$ 2,000.0 | LS | 1 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 4,000.0 | \$ 4,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | \$ 2,000.0 | |
| # Milling | \$ 0 | \$ 21,280.0 | SY | 15200 | \$ 1.4 | \$ 21,280.0 | \$ 4.33 | \$ 65,816.0 | \$ 3.61 | \$ 54,872.0 | \$ 3.55 | \$ 53,960.0 | \$ 3.75 | \$ 57,000.0 | \$ 3.56 | \$ 54,112.0 | \$ 4 | \$ 60,800.0 |
| # Paving | \$ 0 | \$ 263,385.0 | Ton | 2700 | \$ 97.55 | \$ 263,385.0 | \$ 117.12 | \$ 316,224.0 | \$ 124.35 | \$ 335,745.0 | \$ 101.5 | \$ 274,050.0 | \$ 104 | \$ 280,800.0 | \$ 125.73 | \$ 339,471.0 | \$ 120 | \$ 324,000.0 |

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council and Matt West, Township Manager
FROM: Joel Rowe, Zoning Officer
DATE: April 30, 2026
SUBJECT: LD 25-2 1920 Little Avenue Extension

Overview

LD 25-2 1920 Little Avenue, is a 2 Lot subdivision for the construction of 2 new single-family dwellings. The project currently expires on May 12th, 2026. The project is currently going through the Township's review process for compliance with our Subdivision and Land Development Ordinance (SALDO). The Applicant is requesting the project be extended until October 18th, 2026.

Key Changes

There are no key changes. The Township would be providing the applicant and Township staff with more time to review, modify and approve the plan.

Policy Considerations

It is best practice for Council to approve extension requests so that the application does not expire while the Applicant is actively working with Township Staff to comply with the Township's review comments.

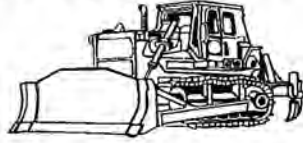
Fiscal Impact

This will have no direct fiscal impact on the township.

Recommendation

I, Joel Rowe, recommend that Council approve to extend this project to October 18th, 2026.

DAVID ERB CONTRACTORS, INC.



2301 DEKALB PIKE | EAST NORRITON PA | 19401
610-275-6281 | DAVID@ERBCONTRACTORS.COM

4/21/26

Plymouth Township

700 Belvoir Road

Plymouth Meeting PA 19462

RE: Subdivision

1920 Little Avenue

Conshohocken Pa 19401

Plymouth Township Council,

Please extend an additional 6 months to allow council enough time to act on the above referenced project,

to October 19th 2026.

Thank you,

A handwritten signature in black ink, appearing to read 'David Erb Jr.' with a stylized flourish at the end.

David Erb Jr.

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council and Matt West, Township Manager
FROM: Joel Rowe, Zoning Officer
DATE: April 30, 2026
SUBJECT: LD 26-2 Plymouth Woods Extension

Overview

LD 26-2 Plymouth Woods is a land development for 521-531 Plymouth Road for the construction of 159 Townhomes. The project expires on May 28th, 2026. The project is currently going through the Township's review process for compliance with our Subdivision and Land Development Ordinance (SALDO). The Applicant is requesting the project be extended until July 31, 2026.

Key Changes

There are no key changes. The Township would be providing the applicant and Township staff with more time to review, modify and approve the application.

Policy Considerations

It is best practice for Council to approve extension requests so that the application does not expire while the Applicant is actively working with Township Staff to comply with the Township's review comments.

Fiscal Impact

This will have no direct fiscal impact to the Township.

Recommendation

I, Joel Rowe, recommend that Council approve to extend this project to July 31, 2026.



SAL PAONE • BUILDER

1120 N. Bethlehem Pike • P.O. Box 280 • Spring House, PA 19477

Telephone: (215) 542-1331 • Fax (215) 542-2418 • www.salpaonebuilder.com

April 21, 2026

Mr. Joel Rowe, Zoning Officer
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

RE: Plymouth Ridge (Woods) Townhouses
Subdivision & Land Development Review Period Extension

Dear Mr. Rowe,

On or about February 24, 2026, we submitted the official application for the Plymouth Ridge (Woods) Subdivision and Land Development project. It is my understanding the deadline for action by the Township is May 28, 2026.

Please accept this letter as notice to Plymouth Township that the requirement for action be taken on this application within ninety (90) days is extended to July 31, 2026.

If you have any questions or require further information, please feel free to contact me.

Sincerely,

Salvatore J. Paone
Manager, G&P Development, LLC

CC: Matt West, Township Manager (via email w/enclosure)
Timothy Woodrow, P.E. – Township Engineer (via email w/enclosure)
Alexander Glassman, Esquire – Township Solicitor (via email w/enclosure)
Steve McBrearty, P.E. – Landcore Engineering (via email w/enclosure)
Christen Pionzio, Esquire – HRMML – (via email w/enclosure)

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council and Matt West, Township Manager
FROM: Joel Rowe, Zoning Officer
DATE: April 30, 2026
SUBJECT: LD 26-1 1175 Conshohocken Rd – New Live Fire Training Building

Overview

LD 26-1 1175 Conshohocken Rd is a simple land development that is proposing to build a new Live Fire Training Building with a break area for the firefighters. At this point the Applicant has complied with majority of the comments and will comply with all remaining comments. At this stage in the Sub-Division and Land Development process, applications are eligible for Conditional Approval. In Addition, the applicant has requested two waivers from our Sub-Division and Land Development Ordinance (SALDO) to which Woodrow & Associates have no objections to. The Planning Agency recommended approval of this application on April 1st, 2026.

Key Changes

The County is proposing to construct a New Live Fire Training Building and a Recovery Pavilion on the property to be able to provide better training and rest area to firefighters in the Montgomery County area. In addition to the new fire building, the project also includes upgrades to stormwater and landscaping. The applicant is also seeking two waivers from the following Sections of our SALDO;

- Section 510.1 – Storm Drains and appurtenances
- Section 518.2.C – Planting plans to be prepared by a Registers Landscape Architect

Policy Considerations

It has been the Township’s policy to give conditional approval to project that has met the majority of the Township’s comments during the review process. Review letters at this time must be “relatively clean” with minor comments still outstanding that the applicant will comply with and submit for confirmation prior to the Zoning Officer allowing the applicant to record the project with the County. Giving conditional approval also allows the Township Solicitor to start completing a Resolution and Improvement Agreements.

Fiscal Impact

There is no direct fiscal impact on the Township.

Recommendation

I, Joel Rowe, recommend that Council approves this project for Conditional Approval.

MEMO

PLYMOUTH TOWNSHIP



TO: Council & Matt West, Township Manager
FROM: Joel Rowe
DATE: April 30, 2026
SUBJECT: LD 26-1 1175 Conshohocken Rd

Woodrow & Associates' review letter is dated March 16, 2026. The applicant will comply with all remaining comments and is requesting the following waivers;

1. **Section 510.1 – Storm Drains and Appurtenances**

The applicant, is requesting to waive the requirement that minimum size diameter for storm sewer pipes shall be fifteen (15) inches. The existing and proposed sections of pipe are twelve (12) inches in diameter.

2. **Section 518.2.C – Planting plans prepared by a Registered Landscape Architect**

The applicant is requesting to waive the requirement that plans for proposed plantings shall be prepared by a landscape architect registers by the Commonwealth of Pennsylvania. The project is minor in nature and requires minimal plantings, proposed plantings will instead be prepared by a Licensed Professional Engineer registered in PA.

Woodrow & Associates' review letter (landscaping) is dated February 9, 2026. The applicant will comply with all remaining comments.

Montgomery County Planning Commission recommended approval on March 24, 2026. The applicant will comply with the comments.

Carroll Engineering Corporation's review letter (sanitary sewer) is dated March 30, 2026. The applicant will comply with the comments

Carroll Engineering Corporation's review letter (traffic) is dated March 27, 2026. The applicant will comply with the comments.

The staff's review letter is dated February 24, 2026. The applicant will comply with the comments.

The Planning Agency recommended approval at the April 1st Planning Agency Meeting.

All consultants' letters should be attached to the resolution for complete compliance as a condition of approval.

I recommend approval of this subdivision.

Transportation Impact Fee: TBD per Carroll Engineering Corporation's letter.

Recreation Fee: TBD per employee/sqft..

Sanitary and Storm Sewer Outfalls: TBD.

Sewer Connection Fee: In accordance with the connection fee and EDU schedule in effect at the time of the application for connection and payment.



March 16, 2026
Revised April 8, 2026

Joel Rowe, Zoning Officer
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

Reference: Final Land Development Plan Application
Montgomery County New Live Training Building
1175 Conshohocken Road

Dear Joel:

The current proposal submitted to the township is the construction of a live fire training building to be used for firefighting training, a recovery pavilion near the proposed training building is also proposed. Stormwater management BMPs are proposed to manage stormwater prior to it exiting the site. The property contains several buildings and facilities for different public safety training scenarios as well as parking areas with surrounding pervious areas consisting of mature grass and landscape trees. We are currently in receipt of a plan set, Sheets 1 through 16 of 16 as well as a Stormwater Management Report, both documents dated January 14, 2026, and revised March 6, 2026. The only comment we have is as follows:

1. S.O. Section 510.1 – The infiltration detail should be revised to increase the size diameter of the outlet pipe from 12 inches to 15 inches. Fifteen inches is the minimum outlet pipe design standard in Plymouth Township.

The applicant is requesting a waiver of this requirement. We have no objection to this waiver request.

2. S.O. Section 518.2.C – The Landscape Plan is to be prepared by a landscape architect registered by the Commonwealth of Pennsylvania.

The applicant is requesting a waiver of this requirement. We support this waiver request.

March 16, 2026, Revised April 8, 2026

Joel Rowe, Zoning Officer

Plymouth Township

Reference: Final Land Development Plan Application
Montgomery County New Live Training Building
1175 Conshohocken Road

All comments listed in our previous review letters have been addressed to our satisfaction.

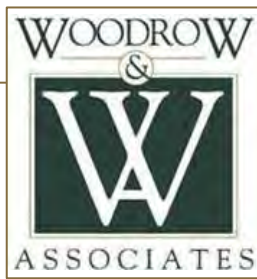
Sincerely,

A handwritten signature in black ink that reads "Lonnie Manai". The signature is written in a cursive, flowing style.

Lonnie Manai,
Woodrow & Associates, Inc.

LM/del

cc: Matt West, Manager – Plymouth Township
Michael Clarke, Esq., Township Solicitor – Rudolph Clarke, LLC
Alex Glassman – Rudolph Clark, LLC
Kevin Marmas, PE – Benesch



February 9, 2026

Joel Rowe, Zoning Officer
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

Reference: Landscape Plan Review
Montgomery County Fire Academy – New Live Fire Training Building

Dear Joel:

The site is on the existing campus of the Montgomery County Fire Academy, located behind the existing Administration and Classroom building in the Heavy Industrial District and surrounded by other properties in the same district. We have reviewed the submitted landscape plan and the existing site conditions for the above-mentioned project and have the following comments:

1. Per section 518.2.C., The Landscape Plan is to be prepared by a landscape architect registered by the Commonwealth of Pennsylvania.
2. Landscape calculations are not shown on the plans.
3. Per section 518.4.A.(8) the location of existing individual trees with trunks eight (8) inches in diameter or more measured twelve (12) inches above the ground are required to be shown on the landscape plans. A site review indicated most of the trees in the work area are in excess of 8" in diameter and are likely to be removed during construction.
4. Per section 518.4.A.(9) Calculations for the removal and replacement of existing trees, per Appendix A, are to be included on the plans per section 518.4.A.(10). These replacement trees are to be incorporated on the Landscape Plan and be listed on a replacement tree plant schedule.
5. Proposed vegetation does not meet the size requirements of the ordinance. Plans need to be revised to meet the size standards of Appendix C. Note 5 on the Tree Planting Detail lists an incorrect size and should be corrected.
6. One (1) new shade tree is required for Individual Lot Landscape per Table 1.

February 9, 2026

Joel Rowe, Zoning Officer

Plymouth Township

Reference: Landscape Plan Review

Montgomery County Fire Academy – New Live Fire Training Building

7. Per Table 2, Screen Buffer Requirements, a screen buffer is required in the Heavy Industrial Zone adjacent to a road. In some areas there is an existing buffer, although it is not shown on the Landscape Plan. It must be added to be given credit. At the north end of the proposed development between the Drill Tower and the Steel Combat House there is no screen buffer, and one needs to be added to the plans. Table 1, Minimum Planting Requirements, lists the planting requirements for a screen buffer.
8. Details for the planting of shrubs are to be added to the plan.
9. A tree protection detail is not included on the detail sheet; We assume the existing buffer trees along Conshohocken State Road will remain. A detail for the preservation of existing trees to be preserved is to be added to the plans/details.
10. Landscape Notes 27-29 on Sheet 7 of 16 are to be removed. The applicant should provide a landscape design for these areas for review by the Township.
11. A detailed cost estimate will be required with the final plan submission.
12. BMP-2 is in the area of the required Screen Buffer noted in #7 above. There is no conflict between the required screen buffer plantings and the proposed soil amendments of the Filter Strip. This plant soil mix is designed to maximize infiltration. Formula B is a standard lawn mixture that is not particularly compatible with the drier conditions that may be created.
13. No new parking lot is proposed. As such, Parking lot landscape requirements do not apply.
14. The Landscape Notes on the plan note a mulch thickness of 4". That is excessive and should be reduced.

Sincerely,



Lonnie Manai

Woodrow & Associates, Inc.

LM/del

cc: Matt West, Manager – Plymouth Township
Kevin A. Marmas, P.E. – Benesch
Timothy P. Woodrow, P.E. – Township Engineer

**MONTGOMERY COUNTY
BOARD OF COMMISSIONERS**

Jamila H. Winder, Chair
Neil K. Makhija, Vice Chair
Thomas DiBello, Commissioner

www.montgomerycountypa.gov



**Montgomery County
Planning Commission**

Montgomery County • PO Box 311
Norristown, PA 19404-0311

610-278-3722
planning@montgomerycountypa.gov

Scott France, AICP
Executive Director

March 24, 2026

Mr. Joel Rowe, Zoning Officer
Plymouth Township
700 Belvoir Road
Plymouth Meeting, Pennsylvania 19462

Re: MCPC #26-0050-001
Plan Name: Montgomery County New Live Fire Training Building
(9,283 sq. ft. institutional on approximately 16.9 acres)
Situate: Conshohocken Road (east)/north of Academy Drive
Plymouth Township

Dear Mr. Rowe:

We have reviewed the above-referenced land development plan in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on March 3, 2026. We forward this letter as a report of our review.

BACKGROUND

The applicant, Montgomery County, proposes to construct a NFPA 1402 compliant live fire training building to replace the existing structural burn building; however, the existing burn building will remain on site for other safety training purposes. Additional improvements shown at this time include a 768-square foot recovery pavilion, an infiltration basin, additional site lighting, and relocation of propane tanks. No changes to the parking or vehicular access on the site are proposed. The property is located in the township's Heavy Industrial zoning district.

COMPREHENSIVE PLAN COMPLIANCE

This area of Plymouth Township is identified as a Business Area in the Future Land Use Plan of the Montgomery County Comprehensive Plan, *Montco 2040: A Shared Vision*. Business Areas are concentrations of employment-oriented land uses, such as offices, research facilities, and industrial parks. The proposed improvements to the fire training facility are generally consistent with the recommendation to "organize and support emergency services by enhancing 911 communication, upgrading response systems, continuing strong training, and coordinating efforts."

In addition, this area is shown as Institutional in the Future Land Use Plan of the *Plymouth 2040 Comprehensive Plan*, which includes municipal and county facilities. The comprehensive plan states that the continuation of the use of these lands for institutional use is desired to support the needs of the community.

RECOMMENDATION

The Montgomery County Planning Commission (MCPC) generally supports the applicant's proposal without comment as we have not identified any significant issues.

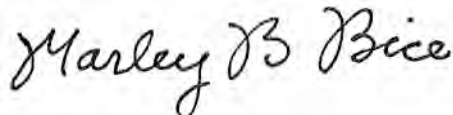
CONCLUSION

We wish to reiterate that MCPC generally supports the applicant's proposal without comment as we have not identified any significant issues.

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 (#26-0050-001) on any plans submitted for final recording.

Sincerely,

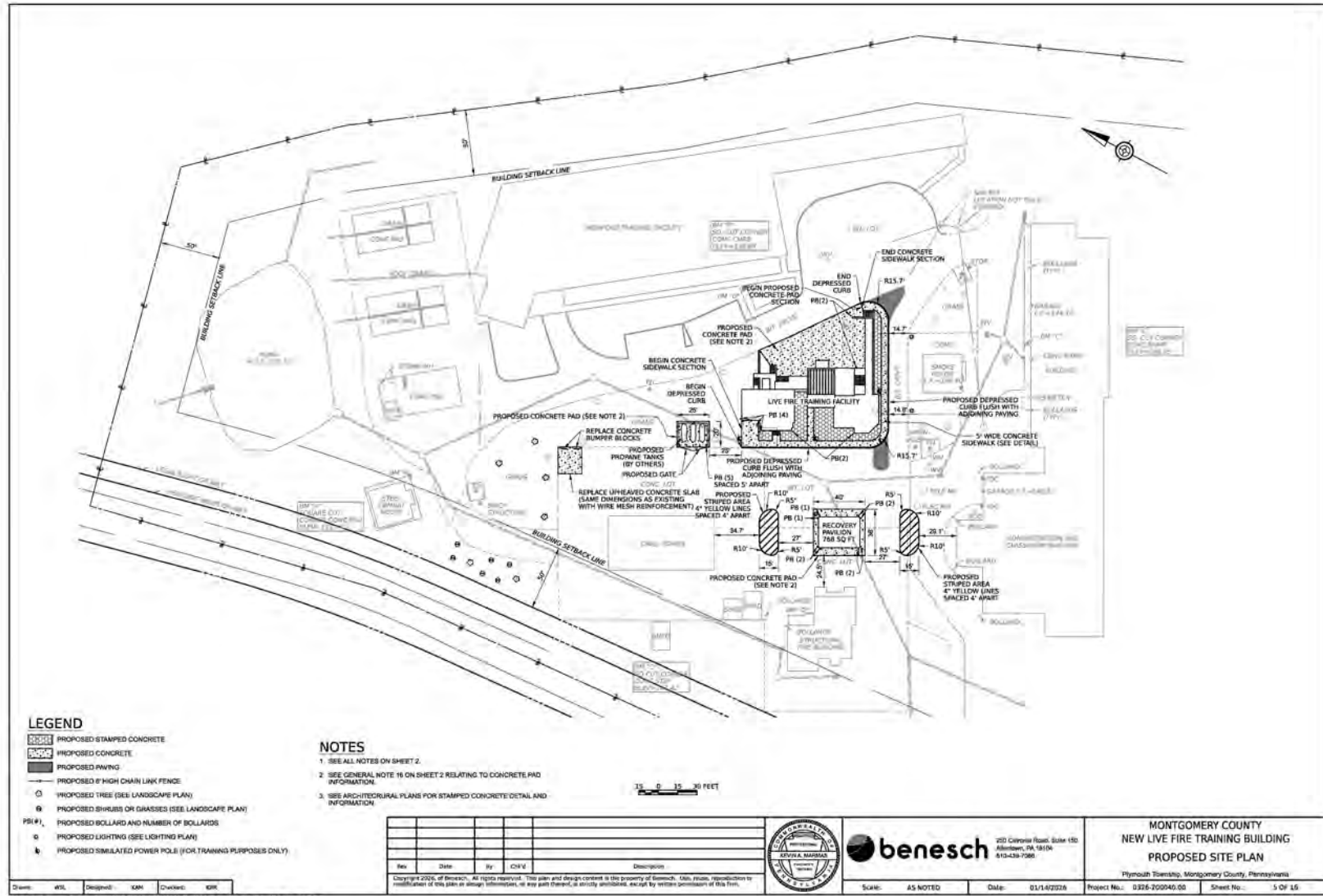


Marley Bice, AICP, Community Planning Assistant Manager
610-278-3740 – marley.bice@montgomerycountypa.gov

c: Benesch, Applicant's Engineer, c/o Kevin Marmas, P.E.
Matt West, Township Manager

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

Attachment B: Aerial Image of Site



LEGEND

- PROPOSED STAMPED CONCRETE
- PROPOSED CONCRETE
- PROPOSED PAVING
- PROPOSED 8' HIGH CHAIN LINK FENCE
- PROPOSED TREE (SEE LANDSCAPE PLAN)
- PROPOSED SHRUBS OR GRASSES (SEE LANDSCAPE PLAN)
- PROPOSED BOLLARD AND NUMBER OF BOLLARDS
- PROPOSED LIGHTING (SEE LIGHTING PLAN)
- PROPOSED SIMULATED POWER POLE (FOR TRAINING PURPOSES ONLY)

NOTES

1. SEE ALL NOTES ON SHEET 2.
2. SEE GENERAL NOTE 16 ON SHEET 2 RELATING TO CONCRETE PAD INFORMATION.
3. SEE ARCHITECTURAL PLANS FOR STAMPED CONCRETE DETAIL AND INFORMATION.



| Rev | Date | By | CHK'd | Description |
|-----|------|----|-------|-------------|
| | | | | |
| | | | | |



benesch

200 California Road, Suite 150
 Allentown, PA 18104
 610-439-7260

**MONTGOMERY COUNTY
 NEW LIVE FIRE TRAINING BUILDING
 PROPOSED SITE PLAN**

Plymouth Township, Montgomery County, Pennsylvania

| | | | | | |
|---------|-----|-----------|-----|----------|-----|
| Client: | WFL | Designed: | KAN | Checked: | KJR |
|---------|-----|-----------|-----|----------|-----|

13-JAN-2024 7:\pennsylvania\3300-2026\26-2000-00_MontCo_LiveFireTraining_Building_Plan_Site_Plan.dwg

Scale: AS NOTED Date: 01/14/2026 Project No.: 0326-200040.00 Sheet No.: 5 OF 16



Montgomery County
New Live Fire Training Building
MCPC#260050001

Montgomery
County
Planning
Commission

Montgomery County Courthouse - Planning Commission
PO Box 311, Norwood PA, 19064-0311
(610) 278-3723 (610) 278-3941
www.montcopa.org/platcom
Aerial photography provided by Newsmap

0 100 200 400 Feet





March 30, 2026

Matt West, Township Manager
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

Subject: Montgomery County Live Fire Training Building Project (1175 Conshohocken Road)
Sanitary Sewer Review

Dear Mr. West:

We have reviewed the plans of Land Development for the above-referenced project, which proposes the addition of a Live Fire Training Building on Tax Parcel No. 49-00-02741-50-4. The plan set was prepared by Benesch, consisting of 16 sheets, and dated January 14, 2026, with a latest revision date of March 6, 2026.

This is our first review of the plans relative to the Sanitary Sewer aspects of the project, and with additional information provided by Benesch to confirm no new Sanitary Sewer facilities are proposed by this project nor will any existing Sanitary Sewer facilities be affected, we have no comments relative to the Sanitary Sewer aspects of the proposed project at this time.

Should you have any questions or require any additional information, please feel free to contact this office.

Very truly yours,

CARROLL ENGINEERING CORPORATION

A handwritten signature in black ink, appearing to read 'AM', is written over a horizontal line.

Allen B. Mason, P.E.
President

ABM/dc

cc: Joel Rowe, Zoning Officer, Plymouth Township
Kevin Marmas, P.E., Benesch
Steven Hartman, P.E., CEC

Today's Commitment to Tomorrow's Challenges

| | | | | |
|--|---|--|---|---|
| Corporate Office: 949 Easton Road Warrington, PA 18976 215.343.5700 | 630 Freedom Business Center Third Floor King of Prussia, PA 19406 610.572.7093 | 433 Lancaster Avenue Suite 200 Malvern, PA 19355 610.489.5100 | 101 Larry Holmes Drive Suite 201 Easton, PA 18042 610.989.4940 | 105 Raider Boulevard Suite 206 Hillsborough, NJ 08844 908.874.7500 |
|--|---|--|---|---|



March 27, 2026

Matt West, Township Manager
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

Subject: Montgomery County Live Fire Training Building Project (1175 Conshohocken Road) – Traffic Engineering Review

Dear Mr. West:

We have reviewed the submission made by Benesch on behalf of Montgomery County for the proposed Live Fire Training Building with respect to the project's Traffic Engineering considerations.

Based upon our review, we have no comments relative to the Traffic Engineering aspects of the proposed project at this time.

Please do not hesitate to contact our office should you have any questions or require additional information.

Very truly yours,

CARROLL ENGINEERING CORPORATION

A handwritten signature in black ink, appearing to read 'AM', is written over the printed name of Allen B. Mason.

Allen B. Mason, P.E.
President

ABM/dc

cc: Joel Rowe, Zoning Officer, Plymouth Township
Kevin Marmas, P.E., Benesch
Steven Hartman, P.E., CEC

Today's Commitment to Tomorrow's Challenges

| | | | | |
|--|---|--|---|---|
| Corporate Office: 949 Easton Road Warrington, PA 18976 215.343.5700 | 630 Freedom Business Center Third Floor King of Prussia, PA 19406 610.572.7093 | 433 Lancaster Avenue Suite 200 Malvern, PA 19355 610.489.5100 | 101 Larry Holmes Drive Suite 201 Easton, PA 18042 610.989.4940 | 105 Raider Boulevard Suite 206 Hillsborough, NJ 08844 908.874.7500 |
|--|---|--|---|---|

PLYMOUTH
MONTGOMERY COUNTY



TOWNSHIP
PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
PHONE: 610-277-4104
FAX: 610-277-4335

ADDRESS REPLY TO

Joel Rowe

February 24, 2026

Montgomery County
PO Box 311
Norristown, PA 19404

RE: LD 26-1, 1175 Conshohocken Road, review of plans dated January 14th, 2026.

Dear Kevin Marmas:

The staff has reviewed the above referenced plans and has no comments on the plan.

Sincerely,

Joel Rowe
Zoning Officer

Plymouth Township Planning Agency

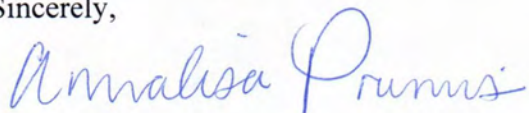
April 1, 2026

To: Plymouth Township Council

Subject: 1175 Conshohocken Road – Land Development Conditional Approval

Ms. Carosello made a motion to approve the application and was seconded by Ms. McCullough. The motion was approved 7-0 with Mr. Sudell, Ms. McCullough, Ms. Carosello, Mr. Clark, Mr. Renneisen, Ms. Quinn, and Mr. Korkus.

Sincerely,



Annalisa Primus
Planning Agency Secretary



March 16, 2026
Revised April 1, 2026

Matt West, Township Manager
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

Reference: 1175 Conshohocken Road – Montg. County Live Burn Training Bldg.
Opinion of Probable Cost

Dear Matt:

Attached please find the Revised Estimated Construction Costs for the proposed land development at 1175 Conshohocken Road. We find this information and find it to be fair and reasonable.

If you have any questions, please feel free to contact our office.

Sincerely,

A handwritten signature in cursive script that reads "Lonnie Manai".

Lonnie Manai
Woodrow & Associates, Inc.

LM/del

cc: Michael Clark, Esq., Township Solicitor – Rudolph Clark, LLC
Alex Glassman – Rudolph Clark, LLC
Joel Rowe, Zoning Officer – Plymouth Township

March 16, 2026 - Revised April 1, 2026

Matt West, Township Manager

Reference: 1175 Conshohocken Road – Montg. County Live Burn Training Bldg.- Opinion of Probable Cost

| | DESCRIPTION | QTY | UNIT | UNIT COST | TOTAL |
|----------|--|-----|------|-------------|---------------|
| A | Erosion and Sediment Pollution Control | | | | |
| 1 | Stripping and Stockpiling of Topsoil - 6" Depth | 450 | CY | \$ 25.00 | \$ 11,250.00 |
| 2 | Erosion Control Blanket | 575 | SY | \$ 5.00 | \$ 2,875.00 |
| 3 | Pump Water Filter Sock | 1 | EA | \$ 1,100.00 | \$ 1,100.00 |
| 4 | 24" Compost Filter Sock | 440 | LF | \$ 12.00 | \$ 5,280.00 |
| 5 | Rock Filters | 1 | EA | \$ 250.00 | \$ 250.00 |
| 6 | Seeding - Formula T (Temp) | 75 | LB | \$ 4.00 | \$ 300.00 |
| 7 | Seeding - Formula B (Perm Non-Steep) | 160 | LB | \$ 20.00 | \$ 3,200.00 |
| 8 | Seeding - Formula N (Perm Steep Slopes) | 70 | LB | \$ 22.00 | \$ 1,540.00 |
| 9 | Type M Inlet Protection | 2 | EA | \$ 250.00 | \$ 500.00 |
| 10 | Concrete Washout | 1 | EA | \$ 500.00 | \$ 500.00 |
| | Subtotal - Erosion and Sediment Pollution Control | | | | \$ 26,795.00 |
| B | Stormwater Management and Drainage | | | | |
| 1 | Infiltration Basin Grading | 1 | LS | \$ 8,000.00 | \$ 8,000.00 |
| 2 | Planting Soil Media Filter Strip Excavation | 156 | CY | \$ 25.00 | \$ 3,900.00 |
| 3 | Basin Outlet Structure and Trashrack | 1 | EA | \$ 5,000.00 | \$ 5,000.00 |
| 4 | 12" SLCOO | 16 | LF | \$ 60.00 | \$ 960.00 |
| 5 | 15" SLCPP | 92 | LF | \$ 70.00 | \$ 6,440.00 |
| 6 | Type M Inlets | 2 | EA | \$ 2,500.00 | \$ 5,000.00 |
| 7 | Storm Manhole | 1 | EA | \$ 2,500.00 | \$ 2,500.00 |
| 8 | Basin Bottom Seeding Mix | 5 | LB | \$ 25.00 | \$ 125.00 |
| 9 | Basin Bottom Cover Crop Seeding Mix | 5 | LB | \$ 5.00 | \$ 25.00 |
| 10 | Planting Soil media | 191 | CY | \$ 75.00 | \$ 14,325.00 |
| | Subtotal - Stormwater Management and Drainage | | | | \$ 46,275.00 |
| C | Landscaping | | | | |
| 1 | Red Maple Tree | 5 | EA | \$ 250.00 | \$ 1,250.00 |
| 2 | Eastern Redbud Tree | 6 | EA | \$ 250.00 | \$ 1,500.00 |
| 3 | White Pine | 6 | EA | \$ 300.00 | \$ 1,800.00 |
| 4 | Temporary Tree Protection Fence | 450 | LF | \$ 10.00 | \$ 4,500.00 |
| 5 | Shrubs | 2 | EA | \$ 100.00 | \$ 200.00 |
| 6 | Grasses | 4 | EA | \$ 50.00 | \$ 200.00 |
| | Subtotal - Landscaping | | | | \$ 9,450.00 |
| D | Lighting | | | | |
| 1 | Pole Mounted Lights | 3 | EA | \$ 8,000.00 | \$ 24,000.00 |
| | Subtotal - Lighting | | | | \$ 24,000.00 |
| E | Miscellaneous | | | | |
| 1 | Existing Features Demolition | 1 | LS | \$ 3,000.00 | \$ 3,000.00 |
| 2 | Bollards | 19 | EA | \$ 100.00 | \$ 1,900.00 |
| 3 | Concrete Bumper Blocks | 2 | EA | \$ 100.00 | \$ 200.00 |
| 4 | Paving and Paving Reconstruction | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 5 | Line Painting | 1 | LS | \$ 500.00 | \$ 500.00 |
| 6 | Fence & Gate | 30 | LF | \$ 150.00 | \$ 4,500.00 |
| 7 | Construction Stakeout | 1 | LS | \$ 3,500.00 | \$ 3,500.00 |
| 8 | Construction Observation | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| | Subtotal - Miscellaneous | | | | \$ 23,600.00 |
| | NET CONSTRUCTION COSTS | | | | \$ 130,120.00 |
| | 10% PER MPC | | | | \$ 13,012.00 |
| | GRAND TOTAL | | | | \$ 143,132.00 |

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council and Matt West, Township Manager
FROM: G. Philip Brady Jr, Parks and Recreation Director
DATE: April 28, 2026
SUBJECT: Alcohol Sales at Summer Concert Series

Overview

The Parks and Recreation Department would like to partner with Well Crafted Beer Company to provide beer and hard seltzers at the four concerts held at GPCC Park. This offering was popular last year, and we would like to continue the partnership to enhance the overall concert experience.

Key Changes

This will be the second season offering alcohol sales at the concerts, expanding from three evenings last year to all four concerts this year. This approach aligns with neighboring municipalities that provide beer and hard seltzers at select events.

Policy Considerations

Alcohol is not permitted in Plymouth Township Parks by ordinance; however, sales during the concerts will be managed under contract with Well Crafted Beer Company in accordance with Delaware Valley Insurance Trust (DVIT) guidelines. Consumption will be limited to alcohol purchased on site within a clearly designated area around the bandshell, and the Plymouth Township Police CPU will be present at each concert.

Fiscal Impact

Well Crafted will donate 10% of sales to the Recreation Department.

Recommendation

Staff recommends Council approve alcohol sales at four summer concerts following DVIT's alcohol guidelines.

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council
FROM: Matt West, Township Manager
DATE: April 30, 2026
SUBJECT: Change Order MC-02: Harmonville Fire Company Station 2 Rebuild

Overview

Change Order MC-02 for the Harmonville Fire Company Fire Station 2 Rebuild Project provides credit back for the removal of two radiant heaters and from switching from stainless steel double lined flues to B-vent with galvanized exterior components. Because this change order exceeds \$10,000, the Township Manager is not authorized to execute it under Resolution 2025-38 and requires Council review and approval.

Key Changes

- Removes two radiant heaters and changes flue material resulting in a credit.
- The original contract amount was \$563,475.00.
- Previously authorized Change Orders totaled \$1,250.07
- This Change Order **DECREASES** the contract by \$13,466.00, resulting in a new contract total of \$551,259.07.
- There is no change to the Contract Time; the Substantial Completion date remains unchanged.
- Council action is required prior to execution.

Policy Considerations

This Change Order updates the current contract to reflect current design updates. As the cost exceeds \$10,000, Council is required to review and approve prior to the Township Manager executing. Also, as this is a contract deduction, construction was not delayed.

Fiscal Impact

The contract sum decreases by \$13,466.00. There is no impact on the project schedule.

Recommendation

Staff recommends that Council approve Change Order MC-02 for the Harmonville Fire Station 2 Rebuild Project and authorize the Township Manager to execute it.



AIA[®]

Document G701[®] – 2017

Change Order

PROJECT: *(Name and address)*
Harmonville Fire Company
904 Germantown Pike
Plymouth Meeting, PA 19462

CONTRACT INFORMATION:
Contract For: Mechanical Construction

CHANGE ORDER INFORMATION:
Change Order Number: 02

Date: 7/1/2025

Date: 3/26/26

OWNER: *(Name and address)*
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

ARCHITECT: *(Name and address)*
KCBA Architects
8 East Broad Street
Hatfield, PA 19440

CONTRACTOR: *(Name and address)*
Integrity Mechanical, Inc.
37 Appletree Lane
Pipersville, PA 18947

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide credit back for removal of two (2) radiant heaters and for switching from stainless steel double lined flues to B-vent with galvanized exterior components. See attached PCO #02 and supporting documents.

| | |
|--|---------------|
| The original Contract Sum was | \$ 563,475.00 |
| The net change by previously authorized Change Orders | \$ 1,250.07 |
| The Contract Sum prior to this Change Order was | \$ 564,725.07 |
| The Contract Sum will be decreased by this Change Order in the amount of | \$ 13,466.00 |
| The new Contract Sum including this Change Order will be | \$ 551,259.07 |

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

KCBA Architects

ARCHITECT *(Firm name)*

Integrity Mechanical, Inc.

CONTRACTOR *(Firm name)*

Plymouth Township

OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Rick Stamper, RA

PRINTED NAME AND TITLE

Nick Ziegler, Project Manager

PRINTED NAME AND TITLE

Matt West, Township Manager

PRINTED NAME AND TITLE

DATE

DATE

DATE



From: Nick Ziegler

E-Mail: Nziegler@integmech.com

To: Rick Stamper
 Attention: _____
 Address: _____
 Project: Harmonville FC

| Markup Rates | Material | Labor | Subcontractor |
|----------------------|----------|-----------------|---------------|
| | | | |
| Integrity Project #: | | Date: 3/18/2026 | |
| PCO #: 002 | | WO #: | |

PROPOSED CHANGE ORDER

Subject: _____

Description: Tube heater & vent credits

Exclusions: _____

| | QTY | UNIT | MATERIAL/EQUIPMENT | | labor | |
|------------------|-----|--------------|-------------------------------|----------------|-------|--|
| | | | Price | Subtotal | | |
| MATERIAL | | | | | | |
| BVENT KITS | 5 | each | 158.76 +tx | \$ 841.43 | -8.00 | |
| DBL WALL | 1 | lot of 7 kit | 10211.04 tx incl | \$ (10,211.04) | | |
| delete 2 heaters | 2 | each | \$ 1,000.00 | \$ (2,000.00) | -8.00 | |
| Notes: | | | | \$ - | | |
| | | | Material & Equipment Subtotal | \$ (11,369.61) | | |
| | | | | \$ - | | |
| | | | | \$ - | | |
| | | | | \$ - | | |
| | | | Total Material & Equipment | \$ (11,369.61) | | |

| LABOR | | Hrs. | Established rates | |
|--------------|-------------------------------|--------|-------------------|---------------|
| | delete two heaters, two vents | -16.00 | \$ 131.00 | \$ (2,096.00) |
| | | | \$ - | |
| | | | \$ - | |
| Notes: | | | Labor Subtotal | \$ (2,096.00) |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | Total Labor | \$ (2,096.00) |

| | | |
|--------------|----------------------------|---------------|
| Other Notes: | Total Material & Equipment | \$ (11,370) |
| | Total Labor | \$ (2,096.00) |
| | | |
| | | |

Time extension needed to complete this work: 0 days

Total Change Order Proposal: \$ (13,466.00)

Prepared by: _____
 Signature

** Pricing applies for 30 days

Signature _____
 Date Title _____

Low Intensity Accessory Instruction Sheet

DB-RTVP & RTVP-4 Installation Sheet

The installation of this venting MUST conform with local building codes or, in the absence of local codes, with the National Fuel Gas Code, ANSI-Z223.1-1999 (NFPA54 current edition).

A 1 in. clearance (air space) to combustible material must be maintained when using B-Vent, regardless of the diameter.

DB-RTVP Parts List (3" rooftop vent package)

Note: 3" Vent pipe must be used when single venting LS3 & LD3 Series.

- (1) 3" "B" To "C" Adapter (DB-211)
- (1) 3" Rooftop Vent Cap (DB-RVC)
- (1) 3" Rooftop Firestop Spacer (DB-FS)
- (1) 3" Adjustable Rooftop Flashing (DB-ARF)
- (1) 3" Storm Collar (DB-SC)
- (1) 3" 90° Vent Elbow (DB-VE)
- (1) High Temperature Sealant (RTV-106)

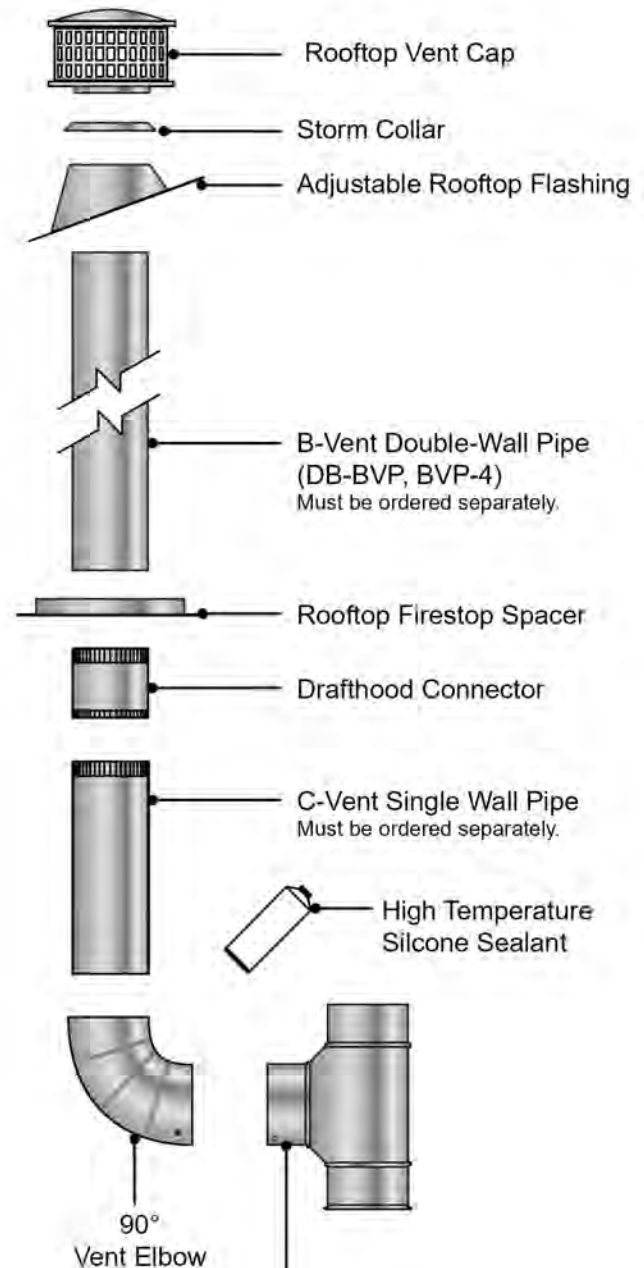
Note: B or C vent pipe material must be ordered separately. B-Vent only offered as a 60" section.

RTVP-4 Parts List (4" rooftop vent package)

Note: 4" Vent pipe must be used when single venting DES3, DET3, DX2, DX3, DX3L, HL2, HL3, REV, & MP3 Series.

- (1) 4" Rooftop Vent Cap (RVC-4)
- (1) 4" Drafthood Connector (DHC-4)
- (1) 4" Rooftop Firestop Spacer (FS-4)
- (1) 4" Adjustable Rooftop Flashing (ARF-4)
- (1) 4" Storm Collar (SC-4)
- (1) 4" 90° Vent Elbow (VE-4)
- (1) 4" Vent Tee with 4" clean out (VT-4)
- (1) High Temperature Sealant (RTV-106)

Figure 1 • Parts List

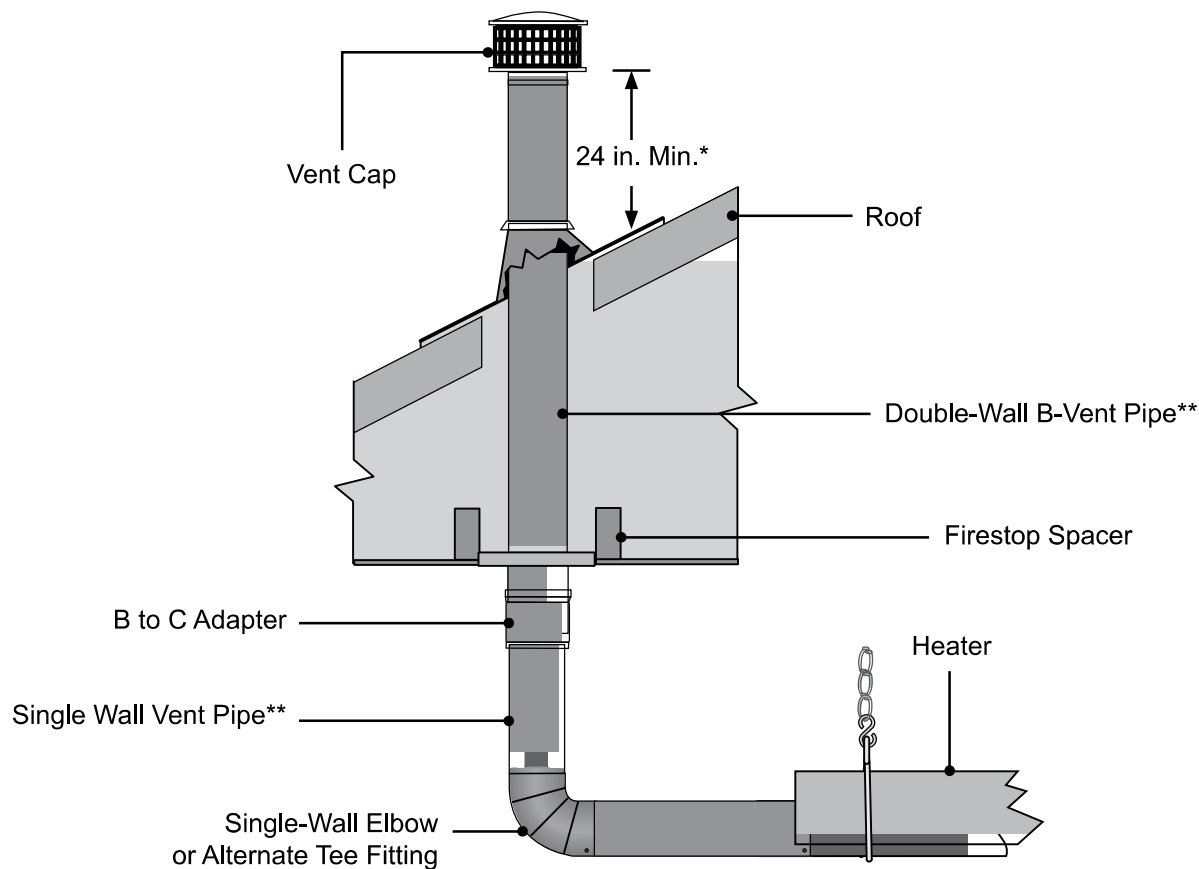


Note: If condensate trap is desired, use supplied VT-4 in place of the vent elbow (RTVP-4 only).

Low Intensity Accessory Instruction Sheet

Rooftop Vent Package Assembly Diagram

Figure 2 • Rooftop Vent Requirements



*Consult the NFPA ANSI Z223.1 Gas Vent Termination criteria if roof pitch exceeds 9:12.

**Item not included in the kit.

From: William Singer <wsinger@thermalmgtco.com>
Sent: Tuesday, December 2, 2025 3:21 PM
To: Nick Ziegler <nziegler@integmech.com>; Jessica Czerwonka <JCzerwonka@integmech.com>
Subject: RE: PO 250404-01

Good afternoon Nick,

Firstly, sorry for being so late getting back to you! Last week was a whirlwind and I am still catching my breath.

We can provide the following package per heater:

| | |
|---|---|
| 1 | BVP-4 (4" x 60" Doublewall B-Vent) |
| 1 | RTVP-4 (4" Rooftop Vent Kit) |

Grand Total for Above Items (plus shipping)

\$158.76

[Here](#) is a link to the RTVP installation instructions.

Thank you,

Will Singer
Thermal Management Co., Inc.
P: 610-689-4181
C: 610-310-8033
38 Hawthorn Ln.
Boyertown, PA 19512
www.thermalmgtco.com

From: Nick Ziegler <nziegler@integmech.com>
Sent: Friday, November 21, 2025 3:34 PM
To: Jessica Czerwonka <JCzerwonka@integmech.com>; William Singer <wsinger@thermalmgtco.com>
Subject: RE: PO 250404-01

Will, I'm working on finishing touches for this project. I didn't purchase the venting yet. Do you want to take another look?

I have attached or Preliminary CAD drawing if that helps.

Thanks
Nick

Shopping Cart

(42 items)

Cart #

82-512422349



[Heat-Fab 6" Saf-T Vent CI+ Tall Cone Flashing with Support](#)

Model: CCM06TCF

Color/Finish: Stainless Steel

Special Order

\$1,539.79

\$219.97 each

Leaves the Warehouse in 7 to 12 weeks



[Heat-Fab 4" Storm Collar and Rain Cap](#)

Model: 5400CI

Color/Finish: Stainless Steel

Special Order

\$1,658.79

\$236.97 each

Leaves the Warehouse in 7 to 12 weeks



[Heat-Fab 4" Saf-T Vent SC 90° Elbow](#)

Model: SC04E90

Color/Finish: Stainless Steel

Special Order

\$1,501.50

\$214.50 each

Leaves the Warehouse in 7 to 12 weeks



[Heat-Fab 4" Saf-T Vent SC 36" Length](#)

Model: SC04L36

Color/Finish: Stainless Steel

Special Order

\$3,622.50

\$258.75 each

Leaves the Warehouse in 7 to 12 weeks



[Heat-Fab 4" Saf-T Vent SC 24" Length](#)

Model: SC04L24

Color/Finish: Stainless Steel

Special Order

\$1,310.47

\$187.21 each

Leaves the Warehouse in 7 to 12 weeks

Cart Tools

Your Cart Number: 82-512422349

[Download Combined Specification Sheets](#)

[Shipping policy](#)

Subtotal:

\$9,633.05

Shipping:

FREE

Estimated Tax:

\$577.99

Grand Total:

\$10,211.04

MEMO

PLYMOUTH TOWNSHIP



TO: Township Council
FROM: Matt West, Township Manager
DATE: April 30, 2026
SUBJECT: Change Order GC-05: Harmonville Fire Company Station 2 Rebuild

Overview

Change Order GC-05 for the Harmonville Fire Company Fire Station 2 Rebuild Project is reimbursement for the required Highway Occupancy Permit required to execute the new curb cuts along Germantown Pike. This change order was executed by the Township Manager in accordance with the authority granted by Resolution 2025-38 authorizing the Township Manager to execute change orders in a total sum not to exceed \$10,000 for this project and the Greater Plymouth Community Center Natatorium Renovations. Adoption of this Change Order provides Council with formal acknowledgment and documentation of the approved change.

Key Changes

- Reimburse contractor for required Highway Occupancy Permit.
- The original contract amount was \$3,299,000.00.
- Previously authorized Change Orders totaled \$17,939.05, bringing the contract to \$3,316,939.05 prior to this change.
- This Change Order increases the contract by \$3,110.00, resulting in a new contract total of \$3,320,049.05.
- There is no change to the Contract Time; the Substantial Completion date remains unchanged.
- The Township Manager executed this Change Order under the authority granted by Council resolution, prior to this formal acknowledgment.

Policy Considerations

This Change Order ensures compliance with the required processes for the new curb cuts along Germantown Pike. Utilizing the Township Manager's delegated authority allowed the modification to proceed without delaying construction, while keeping the cost increase within the \$10,000 limit authorized by Council.

Fiscal Impact

The contract sum increases by \$3,110.00, which is within the previously authorized limit for Manager-approved change orders. There is no impact on the project schedule.

Recommendation

Staff recommends that Council formally acknowledge and approve Change Order GC-05 for the Harmonville Fire Station 2 Rebuild Project.



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Harmonville Fire Company
904 Germantown Pike
Plymouth Meeting, PA 19462

CONTRACT INFORMATION:
Contract For: General Construction
Date: 07-01-2025

CHANGE ORDER INFORMATION:
Change Order Number: GC-005
Date: 03-27-2026

OWNER: *(Name and address)*
Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462

ARCHITECT: *(Name and address)*
KCBA Architects
8 East Broad Street
Hatfield, PA 19440

CONTRACTOR: *(Name and address)*
E.R. Stuebner
227 Blair Avenue
Reading, PA 19601

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

This Change Order is reimbursement for the required Highway Occupancy Permit required to excute the new curbs along Germantown Pike. A201 indicates this as a reimbursable expence with no overhead or profit. Reference attached PCO #11.

| | | |
|--|----|--------------|
| The original Contract Sum was | \$ | 3,299,000.00 |
| The net change by previously authorized Change Orders | \$ | 17,939.05 |
| The Contract Sum prior to this Change Order was | \$ | 3,316,939.05 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ | 3,110.00 |
| The new Contract Sum including this Change Order will be | \$ | 3,320,049.05 |

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be unchanged

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT *(Signature)*

BY: Rick Stamper, RA
(Printed name, title, and license number if required)

4/30/2026

Date

CONTRACTOR *(Signature)*

BY: Doug George, President/CEO
(Printed name and title)

Date

OWNER *(Signature)*

BY: Matt West, Township Manager
(Printed name and title)

4/30/2026

Date