

A. **OPENING**

1. **CALL TO ORDER:** The meeting of the Richland Township Board of Supervisor's was called to order on Monday, January 5, 2026, at 7:00 p.m. with Chris Vanelli, Chairperson presiding.
2. **ROLL CALL: Present:** Chris Vanelli, Chairperson; Vice-Chair; Kathie Doyle, Member; Tim Arnold, Leslie Huhn, Township Manager; Rich Ficco, Police Chief; Linc Treadwell, Township Solicitor; Mike Schwartz, Township Engineer; Brian Harman, Gilmore & Associates and Vicki Schuller, Administrative Assistant.
3. **PLEDGE OF ALLEGIANCE**

B. **ANNOUNCEMENTS** – Stainless Steel Associates has been tabled.

C. **PUBLIC HEARINGS**

1. **Comcast Cable Franchise Agreement Renewal for Richland Township - Public Hearing and Possible Adoption of Ordinance No. 312**

The Cable Franchise Agreement with Comcast is expiring and a renewal agreement has been prepared along with Ordinance No. 312 which was advertised for a public hearing and consideration of adoption.

Motion to open the Public Hearing

MOTION BY: Kathie Doyle

SECOND BY: Chris Vanelli

MOTION CARRIED

Mr. Treadwell – This is the public hearing on the proposal to adopt Ordinance No. 312 which is the Comcast Cable Franchise Agreement. Last month we did one for Verizon, this is for Comcast, a 10-year term, they pay 5% to the Township in order to be able to use the roads and rights-of-way for their cable service.

Public Comment – None

Motion to close the Public Hearing

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

Motion to approve Ordinance No. 312 - Comcast Franchise Agreement

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

2. **Richland Associates, LLC – Conditional Use Application E17 Car Wash and G3 Warehouse 1300 and 1320 N. West End Boulevard, TMP Nos. 36-006-006 and 36-006-007**

The plan proposes a lot line adjustment and land development of two (2) parcels TMP Nos. 36-006-006 and 36-006-007. The project includes the construction of a 6,202 s.f. car wash (E17 Car Wash Use), a 5,000 s.f. and a 9,400 s.f. storage buildings (G3 Warehouse Use) and associated improvements. The E17 Car Wash is permitted by right in the PC Zoning District. The G3 Warehouse Use is permitted by Conditional Use in the PC District. Since the affected parcels are located in the AC Zoning District, in accordance with 27-602 a conditional use is required for the E17 Car Wash

and G3 Warehouse in the arterial corridor overlay zoning district. Stormwater runoff will be managed by two (2) basins and one (1) water quality swale. The site will be served by on-site water and sewer.

Motion to open the Public Hearing

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

Motion to continue the Public Hearing to the February 9, 2026, Board of Supervisors meeting

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

3. **Development Services, LLC - Richland Tracts - Tollgate Road Conditional Use Application - G17 Flex Building Use - Tax Map Parcel Nos. 36-013-051, 36-038-031, 36-013-052 and 36-013-053**

The subject properties are located at the southwest corner of Tollgate Road and S West End Boulevard. The applicant is proposing to consolidate four parcels consisting of 62.32 Acres - Tax Map Parcel Nos. (36-038-031 - 130 S West End Boulevard); (36-013-051 - no assigned address); (36-013-052 - 150 Tollgate Road) and (36-013-053 - 142 Tollgate Road). The applicant is proposing to develop the property as a G17 Flex Building Use (Building 1 - 156,000sf and Building 2 - 400,050sf), which is permitted by right within the (PC) Planned Commercial Zoning District and lie within the (AC) Arterial Corridor Overlay Zoning District. The applicant is seeking a conditional use from Chapter 27-601, 27 -602 and 27-1109 of the Zoning Ordinance to permit the G17 Flex Building Use within the (AC) Arterial Corridor Overlay Zoning District.

The Planning Commission reviewed the Conditional Use application on Tuesday, December 16, 2025. The Planning Commission voted unanimously to recommend the conditional use to the Board of Supervisors with the following:

1. Compliance with the Gilmore and Associates Review Letter Dated October 29, 2025.
2. Compliance with the QAPC Memorandums Dated October 10, 2024, and December 11, 2025.
3. Applicant obtains Highway Occupancy Permits from PennDOT.
4. Compliance with all Stormwater, Zoning and Subdivision and Land Development Ordinance requirements.
5. Compliance with the regulations of all municipal and governmental agencies having jurisdiction.

Motion to open the Public Hearing

MOTION BY: Kathie Doyle

SECOND BY: Chris Vanelli

MOTION CARRIED

Public Comment –

Bob Dontonville – 1234 Winterthur Lane, Quakertown, said I've lived in my house for 26 years. I knew this property was commercial. I'm not opposed to it being commercialized or whatever you are building. I have 3 areas of concern. Environmental impact, traffic because I don't think what is there is going to work and impact of this building which is going to be in my back yard so that same problem all four sides. We talked about and showed the intersection with left turn and right turn. Can I get that in perspective because I drive this intersection every morning and it backs up. My concern is it is going to continue to back up.

Mr. Harman – To answer that question in general, the northbound through lane ends roughly around Lowes and southbound it ends approximately at their driveway.

Mr. Dontonville – Question about the berms.

Ms. Rice – It is ground level, we are not disturbing the woods and we are not installing a new berm. The green is on the property, the yellow is on the Township property. About 1 ½ acres on the property and 3 ½ acres of Township property.

Mr. Dontonville – I'm glad to see that it's variable use vs 100 warehouses but is it going to be restricted to no refrigeration trucks? Not restricted. Is there going to be emergency generation? Not for the building itself but will be a generator for the wastewater treatment site.

Truck access to loading docks I assume is in-between buildings. Correct?

Operating Hours – is there any restriction on operating hours? We will not restrict hours.

Motion to close the Public Hearing

MOTION BY: Tim Arnold

SECOND BY: Chris Vanelli

MOTION CARRIED

Motion to direct the Solicitor to prepare the Conditional Use opinion for the February 9, 2026, BOS meeting to come back with a decision approving the Conditional Use.

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

D. PUBLIC COMMENT

E. ZONING HEARING BOARD APPLICATIONS

1. Hevin Holdings, LLC, 1113 N. West End Boulevard, TMP No. 36-005-046-001 – E19 Automotive Repair – Variance Requests

The subject property is located at 1113 N West End Boulevard, Tax Map Parcel No. 36-005-046-001 and is located in the (PC) Planned Commercial Zoning District and further lies within the (AC) Arterial Corridor Overlay Zoning District. There is an existing E19 Automotive Repair Establishment (Midas of Melody Lakes). The applicant is seeking the following variance requests for the construction of a 30' x 50' 1,500SF (H6 Nonresidential Accessory Building):

1. A variance from Chapter 27- Section 512.C, to increase the current non-conforming impervious surface coverage of (0.8914 29,166sf) to (0.9088 29,735sf)
2. A variance from Chapter 27- Sections 513, 514.K and 557 to allow the proposed nonresidential accessory building to 16.14 feet from the side property line and 11.39 feet from the rear property line and from the special setback floodplain line.
3. A variance from Chapter 27- Section 516 - 27-516-1. to not provide buffer yard plantings along the side and rear yards.

The ZHB application was submitted administrative complete on November 25, 2025. The sixty (60) day MPC timeframe to hold the Zoning Hearing Board is valid to January 23, 2026. The Zoning Hearing Board meeting is scheduled for Thursday, January 15, 2026.

The Board chose to take no action in the matter.

F. DEVELOPER MATTERS

1. Hevin Holdings, LLC, 1113 N. West End Boulevard, TMP No. 36-005-046-001 – E19 Automotive Repair – Proposed Nonresidential Accessory Building – Waiver of Land Development Request

The subject property is located at 1113 N West End Boulevard, Tax Map Parcel No. 36-005-046-001 and is located in the (PC) Planned Commercial Zoning District and further lies within the (AC) Arterial Corridor Overlay Zoning District. There is an existing E19 Automotive Repair Establishment (Midas of Melody Lakes). The applicant is seeking a waiver of Land Development for the construction of a 30' x 50' 1,500SF (H6 Nonresidential Accessory Building).

Staff recommends approving the waivers.

Motion to approve a waiver of land development subject to:

1. Compliance with the Gilmore and Associates Sketch Plan review letter dated July 31, 2025.
2. Compliance with obtaining Zoning Hearing Board variance relief.
3. Compliance with obtaining an Earth Disturbance Application Permit.
4. Compliance with all Stormwater, Zoning and Subdivision and Land Development Ordinance requirements.
5. Compliance with the regulations of all municipal and governmental agencies.
6. Compliance with applicant paying applicable preliminary and final application fees.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

2. Development Services, LLC - Richland Tracts - Tollgate Road Preliminary/Final Land Development Application and Waiver Requests - G17 Flex Building Use - Tax Map Parcel Nos. 36-031-051, 36-038-031, 36-013-052 and 36-013-053

The subject properties are located at the southwest corner of Tollgate Road and S West End Boulevard. The applicant is proposing to consolidate four parcels consisting of 62.32 Acres - Tax Map Parcel Nos. (36-038-031 - 130 S West End Boulevard); (36-013-051 - no assigned address); (36-013-052 - 150 Tollgate Road) and (36-013-053 - 142 Tollgate Road) The applicant is proposing to develop the property as a G17 Flex Building Use (Warehouse Building 1 - 156,000sf and Warehouse Building 2 - 400,050sf)

On December 16, 2025, the Richland Township Planning Commission unanimously recommended the approval of the waivers listed in the (STA Engineering, Inc.) waiver letter dated June 18, 2025, Revised August 25, 2025. It is noted that following a discussion that waiver number 5 from Section 25-307.8 waiver to provide fencing for the basins is not required. In addition with regard to waiver number 6 from Section 25-307.9.A. a partial waiver to allow the berms to be 5' feet wide pertains only SCM's 003, 005, 009, and 010. After discussion a waiver is not required for 011 as initially identified. They also recommended Preliminary/Final Plan subject to the following conditions:

1. Compliance with the Gilmore and Associates Preliminary Plan review letter 5 dated October 29, 2025.
2. Compliance with the BCPC Memorandum Dated December 16, 2025.
3. Compliance with the QAPC Memorandum.
4. Applicant obtains a Highway Occupancy permit from PennDOT.
5. Applicant obtains Planning Module approval from DEP.
6. Compliance with all Stormwater, Zoning and Subdivision and Land Development Ordinance requirements.
7. Compliance with regulations of all municipal and governmental agencies having jurisdiction.

8. Compliance with the applicant paying applicable final land development fees.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED

Motion to approve the reduction of the number of spaces by removing car lot D on the plan which is approximately 115 spaces. The spaces will continue to be shown on the recorded plan, but they are not required to be constructed.

MOTION BY: Chris Vanelli
SECOND BY: Kathie Doyle
MOTION CARRIED

Motion 2: A motion to approve Preliminary and Final Land Development Plan, subject to compliance with the following:

1. Compliance with the Gilmore and Associates Preliminary Plan review letter 5 Dated October 29, 2025.
2. Compliance with the BCPC Memorandum Dated December 16, 2025.
3. Compliance with the QAPC Memorandum
4. Applicant obtains a highway occupancy permit from PennDOT
5. Applicant obtains Planning Module approval from DEP
6. Compliance with all Stormwater, Zoning and Subdivision and Land Development Ordinance requirements.
7. Compliance with regulations of all municipal and governmental agencies having jurisdiction.
8. Compliance with applicant paying applicable final land development fees.
9. Compliance with the applicant providing additional buffer plantings.
10. The applicant shall commence the process of connecting to public sewer within sixty (60) days of being notified of public sewer being available for the property.
11. Compliance with any conditions contained in the Conditional Use decision relative to the project.

MOTION BY: Chris Vanelli
SECOND BY: Kathie Doyle
MOTION CARRIED

G. TOWNSHIP BUSINESS - NEW

1. Approve Board of Supervisors Meeting Minutes

Motion to approve the December 8, 2025, Board of Supervisors Meeting Minutes.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED

2. Financial Business – Approve payment of Bills

Motion to approve payment of the December 2025 bills.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED

3. **Development Services, LLC (Richland Tracts – Tollgate Road) – Adoption of Resolution #2026-12 Planning Module**

Resolution 2026-12 has been prepared for the Land Development process with DEP for the Planning Module.

Motion to table until February 9, 2025, Board of Supervisors meeting.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

4. **Discussion Regarding Target Range Options**

The Board of Supervisors would like to discuss options regarding target ranges.

Linc Treadwell presented a spreadsheet comparing what other municipalities have adopted. Most municipalities have specifications for a backstop. Some have a distance that it needs to be from a property line. Most have a distance it needs to be from an occupied structure. Some have days and times: Sunrise to Sunset, Dawn to Dusk, 8am to Sunset, etc. Some have minimum lot size required. Most do not deal with the zoning district in any way. Most do not deal with who can take part in using the practice range. Penalties are almost the same. We understand noise is part of the concern and I didn't find any municipalities that regulate what the target is composed of. The Pennsylvania Supreme court has weighed in on this and the Supreme court said you can regulate it, but you have to be careful how you do it. We have heard concerns about public safety and noise.

Board of Supervisors had a discussion and will recommend going back to staff and get Chief involved with recommendations. Chief get something to the BOS in 2 weeks with recommendations.

Mr. Vanelli – Leslie and Linc will kick this back to Chief Ficco and or his designee, work with the staff with what makes sense.

5. **Approval of Professional Services Agreement with Heritage Conservancy**

Attached is the Open Space Professional Services Agreement provided by Heritage Conservancy for 2026. The Professional Services Agreement is entered into on an annual basis. The Professional Services Agreement contains a rate schedule for the work provided.

Motion to approve and execute the Professional Services Agreement with Heritage Conservancy to provide Open Space consulting services for 2026.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

6. **Notification of Township Manager Retirement**

The Township Manager has notified the Board of Supervisors that she will be retiring in April.

The Board of Supervisors have received a letter from Township Manager, Leslie Huhn, notifying of her retirement on April 3, 2026.

Kathie Doyle – Suggested hiring within. We have had the discussion with Rich Brittingham several times and he has no interest as serving as Township Manager. The second person that comes to mind who I think would be an awesome manager is Tim Arnold.

H. **TOWNSHIP BUSINESS ITEMS - OLD**

I. **BOARD & STAFF APPOINTMENTS**

J. BOARD & STAFF REPORTS

1. SUPERVISORS

2. TOWNSHIP MANAGER

Leslie Huhn – We were successful receiving the Grant that we applied for, for the Pickleball court.

3. ENGINEER

4. SOLICITOR

5. POLICE CHIEF

L. PUBLIC COMMENT

Bob Dontonville – Discussed target range and offered suggestions.

M. ADJOURNMENT

Motion to Adjourn at 9:00 pm

MOTION BY: Kathie Doyle

SECOND BY: Chris Vanelli

MOTION CARRIED