

A. OPENING

1. **CALL TO ORDER:** The meeting of the Richland Township Board of Supervisor's was called to order on Monday, November 10, 2025, at 7:00 p.m. with Tim Arnold, Chairperson presiding.
2. **ROLL CALL: Present:** Tim Arnold, Chairperson; Chris Vanelli, Vice-Chair; Kathie Doyle, Member; Leslie Huhn, Township Manager; Rich Ficco, Police Chief; Linc Treadwell, Township Solicitor; Mike Schwartz, Township Engineer; Brian Harman, Traffic Engineer and Vicki Schuller, Administrative Assistant.
3. **PLEDGE OF ALLEGIANCE**

B. ANNOUNCEMENTS – The Board will have a brief Executive Session at the end of the meeting to discuss a personnel matter.

C. PUBLIC HEARINGS

1. **Ordinance No. 308 - Public Hearing and Consideration of Adoption - Amending Chapter 27 (Zoning) to Allow for Mixed Use**
Ordinance No. 308 has been prepared and advertised for a public hearing and consideration of adoption. In summation Ordinance No. 308 will amend the zoning regulations found in Chapter 27 (Zoning) Part 4, (Use Regulations) Sections 27-404 (Table of Use Regulations) and 27-405 (Use Regulations, to create and add subsection E31 (Mixed Use Development) to the retail and consumer Zoning Uses in Richland Township.

Motion to open the Public Hearing

MOTION BY: Tim Arnold

SECOND BY: Chris Vanelli

MOTION CARRIED

Public Comment – None

Motion to Close Public Hearing

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

Motion to approve Ordinance No. 308

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

2. **Ordinance No. 309 - Public Hearing and Consideration of Adoption - Creating Chapter 10, Part 4 and Chapter 13, Part 2 of the Code Relative to Drug Paraphernalia and Location of Tobacco/Smoke Shops**

Ordinance No. 309 has been advertised for a public hearing and consideration of adoption to create Chapter 10, Part 4 of the Code of Ordinances to provide that it is unlawful for any person to sell, possess with intent to sell, deliver, and possess with intent to deliver, any drug paraphernalia within the Township of Richland and creating Chapter 13, Part 2 regulating and governing the location of tobacco/smoke shops within the Township of Richland.

Motion to open the Public Hearing

MOTION BY: Tim Arnold

SECOND BY: Chris Vanelli

MOTION CARRIED

Public Comment – None

Motion to Close Public Hearing

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

Motion to approve Ordinance No. 309

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

3. Ordinance No. 310 - Public Hearing and Consideration of Adoption Regarding Establishing Local Limits for Discharging into the Quakertown Wastewater Treatment Plant

Ordinance No. 310 has been prepared and advertised to amend the Code of Richland, Chapter 18, Part 2B, establishing new limits of certain pollutants allowed to be discharged into the sanitary sewer system for treatment at the Borough of Quakertown Wastewater Treatment Plant.

Motion to open the Public Hearing

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

Public Comment – None

Motion to Close Public Hearing

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

Motion to approve Ordinance No. 308

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

D. PUBLIC COMMENT– None

E. ZONING HEARING BOARD APPLICATIONS

1. Richland Associates, LLC - Variance Requests - 1300 and 1320 N West End Blvd, TMP Nos. 36-006-006 and 36-006-007 E17 Car Wash and G3 Warehouse

The subject property is located at 1300 and 1320 N West End Boulevard, Tax Map Parcel Nos. 36-006-006 and 36-006-007 and lies within the the (PC) Planned Commercial Zoning District and (AC) Arterial Corridor Overlay Zoning District. The applicant is seeking the following variances for a proposed E17 Car Wash and G3 Warehouse:

1. A variance from 27-513, to allow the proposed access drives for both parcels and uses to be located within the 50' foot rear yard setback.
2. A variance from 27-513, to allow the access drive for the warehouse proposed on parcel 36-006-007 to be within the 30' foot building setback line on the northside of the proposed warehouse.
3. A variance from 27-516.2.C, to allow a portion of the warehouse loading area on parcel 36-006-007 to be located within the 100' foot rear buffer yard.
4. A variance from 27-541.9 - G3, to allow 9 parking spaces associated with the warehouse use on parcel 36-006-007 where 16 parking spaces is required.
5. A variance from 27-911.1.A.(1), to allow a freestanding sign with 182 square feet on parcel 36-006-006 where 150 square feet is permitted.
6. A variance from 27-909.1.A, to allow incidental signs to be no greater than 6 square feet on parcel 36-006-006 where the maximum permitted is 2 square feet.

7. A variance from 27-911.1.A, to allow additional freestanding signs, if the incidental signs are approved on parcel 36-006-006.
8. A variance from 27-516.2.C., to allow signs within the required buffer yard on both parcels.
9. A variance from 27-604, to allow signs in the required 100' foot setback from West End Boulevard.

The ZHB application was received October 1, 2025, and found to be administrative complete on October 31, 2025. The 60-day timeframe is set to expire December 30, 2025. The Zoning Hearing Board meeting is scheduled for Thursday, December 11, 2025.

The Board chose to take no action in the matter.

F. DEVELOPER MATTERS

1. Roof Strong LLC - 940 S West End Boulevard - TMP 36-025-011 Proposed D1 Office Use - BOS Administrative Review on Re-Use of Developed Property in the (AC) Arterial Corridor Overlay Zoning District

940 S West End Blvd, Tax Map Parcel No. 36-025-011 is located within the (PC) Planned Commercial Zoning District and lies within the (AC) Arterial Corridor Overlay Zoning District. Township records indicate that the property was previously used as a B1 Single-Family Detached Use (Legal Nonconforming Use in the PC Zoning District) with an associated Psychic Reading Business. The property is vacant at this time and is for sale. We have received an inquiry for a proposed D1 Office Use which is permitted within the planned commercial zoning district. In accordance with the (AC) Arterial Corridor Overlay Zoning District (Chapter 27 - Part 6) Section 602 (Limitations) "Any re-use of already developed property within the Arterial Corridor (Overlay) District shall only be permitted after the Board of Supervisors administratively approves the proposed re-use in accordance with the provisions of this Section and provided that the re-use of the property does not generate significantly more traffic (as demonstrated by the Applicant) than the previously approved use". Township staff has reviewed the letter from Shane Stewart of Roof Strong LLC dated October 20, 2025, whereas 992 sq. ft. of the building will be devoted to the administrative office for 1-2 employees per day. The remaining portion of the building will no longer be used as a B1 Single-Family Detached Dwelling and will remain vacant. The proposed use meets the required parking requirements and no proposed exterior site improvements and or building expansions are proposed. Township staff has reviewed the letter and acknowledges that the proposed re-use of the property for a D1 Office Use will not generate significantly more traffic than the previously approved use and recommends that the Board of Supervisors administratively approve the D1 Office Use (Administrative Office for Roof Strong LLC)

Linc Treadwell – This comes before you due to the recent amendment you made to the zoning ordinance. If you recall, any use in the arterial corridor under the Richland zoning ordinance requires a conditional use application and approval. What we were running into with some frequency was people who come in not to start a new use on 309 but reuse an existing building. What we changed in the zoning ordinance is instead of that requiring a conditional use application with planning commission review and a hearing in front of the BOS, anybody requesting to reuse a building in that manner would just come before the board for an administrative review.

Shane Stewart, owner of Roof Strong LLC, a small roofing company. I live in the township and saw the building at 940 S. West End Boulevard for sale and decided it would be a perfect place for our roofing office. It would not be used as a shop or yard, it would not be a meeting place for guys in the morning, it wouldn't be a storage place for material or equipment. It would solely be used as an office with a sign that says Roof Strong. Traffic would be about 2 to 4 vehicles per day. We checked with the Quakertown Health Department for the sewage, and they said the well is sufficient for our usage. There are about 8 parking spaces. We have about 1,000 SF so we are okay with square footage per parking space.

Kathie Doyle – There is a single family detached dwelling on the property you will leave vacant?

Linc Treadwell – It was a single family detached dwelling but was used for the psychic reading business. It will now be used as an office.

Motion to administratively approve the proposed D1 Office Use (Administrative Office for Roof Strong LLC) to be located at 940 S West End Boulevard, tax map parcel number 36-025-011.

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

2. Liberty Home Development Corp. LTD - The Hamlet at Metzger Preserve - Sketch Plan - 445 Gross Road, Quakertown - TMP No. 36-009-116

The subject property is located at 445 Gross Road, Tax Map Parcel No. 36-009-116 and lies within the (RA) Rural Agricultural Zoning District consisting of 62.68 acres. The Applicant is proposing a B1 Single-Family Detached Use for the construction of a 7-lot cul-de-sac for single family homes, along the east side of Gross Road southeast of Springfield Township/Richland Township border. The existing house and improvements will be located on Lot 7 with 6 new lots accessing the proposed cul-de-sac. Three areas consisting of 39.68 acres will remain open space. On-lot water and sanitary sewer will serve this development.

William Maurer from the Land Group is here to discuss a sketch plan for a property located at 445 Gross Road. We have gotten a review letter back from Gilmore & Associates and we have responded to all comments in that letter and will address all of the items. There is just under a 63 acre tract of land. We want to develop the front portion of that land in front of the PPL easement with 6 new residential Bluse lots which are permitted in that district. The remainder of that will be open space and 20 acres for lot 7 which will be residual for the existing home that is in the rear of the property. We intend not to touch anything back there. There is an existing house where all of the environmental impact is, the wetlands and steep slopes. All of that will remain untouched. The 6 lots up front all meet the required lot area. They will be served by on site well. We have mailed out a letter to all adjacent property owners. One of the items I will bring up is under the 319 act, we will have to pay the back taxes on that and the owner is aware of that.

3. Richland Tracts - Tollgate Road Warehouse - TMP #36-013-051 - Presentation of Proposed Plan

The developer would like to present their revised proposed plan to the Board of Supervisors.

Carl Wiener representing the applicant. They are here to update the status of the plan. This is a flex building project located at the NE intersection of Tollgate Rd. and West End Blvd. This project has evolved over time, we have solicited a lot of input from township consultants and staff. We have resolved zoning issues. We are in the process of revising the plan to present the cleanest plan possible. We have submitted a new Conditional Use application. We have representatives of the buyers of this property and future operators of the property, Outrigger to give you an overview of the use of this property and some highlights of this proposed building.

Scott Henderson, Sr. Vice President for Outrigger. If this project were to be approved, we would be the ultimate developer, we would build it and continue to own it. Once the building is completed, we would lease them as well. Initially when we were introduced to this site there was a different building which we decided it was not conducive to the best type of business park for this site. We now have two buildings. Front building sits on Route 309 is 156,000 SF and the rear building is 400,000 SF. We listened to feedback and decided to build a large berm on Tollgate Rd. that will be a vantage point obstruction to the actual site. We created a series of fences around stormwater detentions. A gentleman let us know he would like to see an ornate type of fence on the employee parking area so we have incorporated that into the plan. We have plenty of parking. Initially the applicant was looking at dock ends on both sides of the building. What we have decided to do is flip that and create an internal truck port system. All trucks would be in the internal truck court. We are trying to create

an attractive building. They are very high image; we think they will be aesthetically pleasing with a modern design. We will be making traffic improvements through PennDOT. We will create a new left turn lane Northbound 309 and add an additional lane on Tollgate Rd. There are two points of access. What we are trying to do is build a flex business park. We can divide into smaller suite sizes, the middle truck court is a big change, traffic improvements, infrastructure improvements, roadway improvements.

Linc Treadwell – They have submitted a Conditional Use application so that needs to go through the process. They have also submitted Preliminary Plans that have been reviewed several times by Gilmore & Associates. The last review letter is fairly clean. The Conditional Use application will go to the Quakertown Area Planning Commission to review it. Possible December Richland Township Planning Commission meeting. It would then come back to this board for a Conditional Use hearing, review and action on the plan.

G. TOWNSHIP BUSINESS - NEW

1. Approve Board of Supervisors Meeting Minutes

Motion to approve the October 13, 2025, Board of Supervisors Meeting Minutes.

MOTION BY: Kathie Doyle

SECOND BY: Chris Vanelli

MOTION CARRIED

2. Financial Business – Approve payment of Bills

Motion to approve payment of the October 2025 bills.

MOTION BY: Chris Vanelli

SECOND BY: Kathie Doyle

MOTION CARRIED

3. Approval to Advertise Intent to Appoint Outside Auditing Services

The Board should authorize the advertisement, as required, of the Township's intent to hire an outside auditing firm to conduct the 2025 annual audit.

Motion to authorize the advertisement of the Township's intent to hire an outside accounting firm to conduct the 2025 annual audit.

MOTION BY: Kathie Doyle

SECOND BY: Chris Vanelli

MOTION CARRIED

4. Review of Preliminary 2026 Budget and Authorization to Advertise the 2026 Proposed Budget

The proposed budget is attached. The final budget will be presented to the Board for adoption at the December 8, 2025 meeting.

Motion to approve and advertise the 2026 Proposed Budget for the required twenty (20) day public inspection time period.

MOTION BY: Tim Arnold

SECOND BY: Chris Vanelli

MOTION CARRIED

5. MRP Richland – East Park 309 – Request for Financial Security Release No. 2

MRP Richland has requested a security release. Gilmore and Associates has conducted an inspection and is recommending a release in the amount of \$552,402.90.

Motion to approve a release of funds in the amount of \$552,402.90, for improvements completed to date, subject to any outstanding invoices owed to the Township being paid in full.

MOTION BY: Tim Arnold
SECOND BY: Chris Vanelli
MOTION CARRIED

H. TOWNSHIP BUSINESS - OLD – None

I. BOARD & STAFF APPOINTMENTS

J. BOARD & STAFF REPORTS

1. SUPERVISORS

Tim Arnold – Congratulated Kathie Doyle on being reelected as Supervisor for another 6 years.

2. TOWNSHIP MANAGER

3. ENGINEER

Mike Schwartz introduced Brian Harman, traffic engineer at Gilmore.

4. SOLICITOR

5. POLICE CHIEF

- Drug Take Back again netted a record amount of drugs to be incinerated. We do have a dropbox in the lobby of the police station as well.
- Shred event had over 100 people that showed up and the food drive went over very well. We were able to donate to two food banks along with some cash that was donated. We may incorporate that into every shred event.
- Now heading into assessment period for accreditation.

K. PUBLIC COMMENT

Tim Wieand – Richland Township resident

- When you are talking turn lanes I have 3 points I want to hit. It's my personal experience Northbound 309 using the Broad St. 309 interchange for example, where the McDonalds is, when the trucks turn left to go to the turnpike, they are always in the right lane to swing around. They don't start turning right away, they pull the trailer through so I don't know how they are going to design this left turn lane that takes them into this development especially rookie drivers pulling out and blocking the inside lane where people want to turn left. If they are designed like the lanes by McDonald's, I don't think it's going to work.
- Two questions on the proposed budget. 1 - Could you share with us where we advertise the budget? Leslie Huhn – The Intelligencer. 2 – Looking through the budget it caught my eye that we have transfers when we are looking at the general fund. We have \$733,000 coming from the police fund being transferred yet there is no police fund noted in the budget. Leslie Huhn – That police fund is being phased out so this is being transferred into the general fund. Kathie Doyle - Last meeting didn't we have to vote on having the tax money put into the general fund PLGIT? Leslie Huhn – Yes. Kathie Doyle – The police fund is now being put into the general fund.

L. ADJOURNMENT

Motion to adjourn at 8:00 p.m.

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