

**Richmond Township Planning Commission**

December 20, 2021 Monthly Meeting

7:00 p.m.

Kenneth Schlegel called the monthly meeting of the Richmond Township Planning Commission to order at 7:00 P.M. In attendance were Samuel Burkholder, Mathew Dempsey, Scott Anderson, S.P.E.; Kraft Engineering, Michelle Mayfield; Hartman, Valeriano, Magovern & Lutz, PC. and Jennifer Galomb, Commission Secretary. Also in attendance was Joseph Peters of Snyder, Secary & Associates, LLC.

**I. MINUTES**

A motion was made by Sam Burkholder to approve the minutes of the June 28, 2021 monthly meeting, Mat Dempsey seconded the motion. Motion carried unanimously.

**II. PUBLIC PARTICIPATION – AGENDA COMMENTS**

None

**III. OLD BUSINESS**

None

**IV. NEW BUSINESS**

A. Joseph C. Peters; Project Engineer- Submitted sketch plans to rebuild the Sheetz Store #247. The site is located at the southeastern corner of the intersection of Rt 222 & Rt. 662. The 2.43-acre parcel is proposing to rebuild the existing facility, relocate the gas pumps, the parking spaces, increase the impervious area and add a drive-thru lane. Scott reviewed the plan and offered the following comments:

1. The plan proposes to rebuild a structure for the same previous use of retail sales and twelve (12) gas pumps, but also includes the addition of a drive-thru. This is an approved use in the C-2 Commercial Zoning District per §407.1. a.
2. The rear yard within the R-A zoning district should be fifty feet (50'). The southern boundary of this parcel is the designated rear yard. (Zoning §402.6).
3. Any revisions to the site lighting or signage will need to comply with the applicable zoning requirements. (Zoning §506 and 514).

4. The plan will need to demonstrate a tractor trailer can safely navigate the parking lot. At a minimum the fuel delivery truck should be used, but a tractor trailer is recommended due to the high volume of these trucks on the state highway. (Zoning §507.2)
5. The drive-thru lane will also need to demonstrate the path of the largest permitted vehicle, as well as address the restrictions to be posted to deny a larger vehicle.
6. If an “air-filling” station is offered on the property, the location should be identified and adequate passage of two-way traffic will need to be demonstrated. (Zoning §507.8)
7. The plan, or a supplemental report, should demonstrate the stacking of the vehicles at the drive-thru will not impact the driving aisles of the parking lot or the driveways from the public street. (Zoning §507.11)
8. Screening of the parking areas is required of the proposed commercial use and due to the adjacent R-A zoning district. (Zoning §507.14 and 519)
9. The plan does not identify an off-street loading zone. (Zoning §507.27)
10. The right-of-way is not identified on the plan for either of the State Routes to which this site has frontage and driveways. Therefore, it is unclear whether there are any off-site improvements required. If off-site improvements are not required, the Township Planning Commission may permit the application to submit only sketch and final plans (SALDO §700.2)
11. The plan may require approvals by the Department depending on the limits of work in relation to the right-of-way lines, as well as the additional trip generation by the drive-thru use. (SALDO §700.2)
12. The applicant will need to provide the Township with approvals of all permits or site disturbance as needed from DEP or the Berks County Conservation District. (SALDO §808)
13. Paving of the proposed parking area will need to meet or exceed the standards §1003.17 in the SALDO.
14. The proposed improvements will be required to comply with the Stormwater Management Ordinance (No. 101). By this plan, no stormwater management facilities are proposed except the basin along Moselem Springs Road which is to remain untouched. It is assumed this basin is insufficient to handle the entire stormwater generated by the site.
15. The proposed improvements are within the footprint of the existing above-ground basins and the underground stormwater facility. The applicant should discuss how these existing facilities will be handled.
16. Although the plan identifies two (2) sand mound absorption areas for the sanitary sewer, it is our understanding that the current property is served by a holding tank that is pumped on a regular basis.

17. The well on the property must be on the plan. If a septic system is proposed, a compliant isolation distance will also need to be added.

18. A Developer's Agreement, an Improvements Agreement, a Stormwater Management Agreement and any other applicable agreement deemed necessary by the Solicitor will be required at time of the Final Plan.

19. The Sheetz Store #247 has an open Improvements Agreement that should be addressed prior to the approval of a Final Plan associated with the current Sketch Plan.

A motion was made by Mat Dempsey to have The Sheetz Store #247 go right to The Final Plan; motion was seconded by Samuel Burkholder. Motion was carried unanimously.

**V. MISCELLANEOUS BUSINESS**

1. Review proposed meeting dates for 2022. A motion was made by Mat Dempsey to adopt the proposed meeting dates for 2022, Samuel Burkholder seconded the motion. Motion carried unanimously.

**VI. PUBLIC PARTICIPATION – BUSINESS FROM THE FLOOR**

None.

**VII. ADJOURNMENT**

There being no further business, a motion was made by Kenneth Schlegel to adjourn at 7:47 p.m. The motion was seconded by Samuel Burkholder. Motion carried unanimously.

Respectfully submitted,

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Jennifer Galomb  
Secretary, Richmond Township  
Planning Commission

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Kenneth Schlegel, Chairman  
Richmond Township  
Planning Commission