

**MINUTES  
EXETER TOWNSHIP  
February 20, 2017**

The Regular Meeting of the Exeter Township Planning Commission was held on Monday, February 20<sup>th</sup>, 2017 at the Township Hall, 4975 DeMoss Road, Berks County, Pennsylvania. Glen Powell, Chairman, called the meeting to order at 7:00 p.m. followed by the Pledge to the Flag.

**COMMISSION MEMBERS:** Glen Powell, Chairperson  
Lisa VanderLaan, Vice Chairperson  
Gary Shane, Secretary  
Gary Lloyd  
Sebastian Sottosanti

Hunter Ahrens

**OTHERS IN ATTENDANCE:** Joseph Rogosky, GVC Consulting Engineer  
Ramsey Reiner, Recording Secretary

**ABSENT:**

**MINUTES**

**MOTION** to approve the minutes of the Planning Commission meeting of December 19<sup>th</sup>, 2016.

**MOTION** to approve the minutes of the Planning Commission meeting of January 16, 2017.

**AGENDA**

**MOTION** by Ms. VanderLaan, seconded by Mr. Sottosanti, to approve the agenda of the February 20<sup>th</sup>, 2017 Planning Commission meeting. The motion carried unanimously.

**SHEETZ, INC.- FINAL PLAN**

Terri Delo, BL Companies, presented the final plan for Sheetz, Inc. and discussed comments by Mr. Rogosky noted in the February 1<sup>st</sup> review letter from Great Valley Consultants. Ms. Delo mentioned that the sidewalk would be moved and tucked behind the fuel tank and that the back of site driveway will show striping. Sheetz will also remove the 3-foot concrete base at the bottom of light poles, as requested in the Simone Collins review letter. The 20-foot pole will be flush with the ground. Ms. Delo mentioned that there were updated notes to the plans and that the pole would be relocated behind the curb line and is no longer an issue.

Mr. Powell asked about the sidewalks being ADA accessible. Mr. Rogosky mentioned that this would entail that there be a traffic study to update the light to be ADA accessible. The Board of Supervisors could create an ordinance that would require property owners to comply at any time. Mrs. VanderLaan then asked how granting a deferral now would affect things later. Mr. Rogosky noted that it is possible to require the applicant to create sidewalks for frontage. Mrs. VanderLaan then asked how this would affect the separate parcel. Ms. Delo answered that this portion of land is not intended to be built upon now and that this would be something the landlord would be responsible for.

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Mr. Rogosky asked if an easement had been prepared. Brian Dinges, Sheetz, replied that their solicitors were working to secure an easement at present. Mr. Rogosky noted that the solicitor had been in contact with him in regards to the Stormwater Operations & Maintenance Agreement, financial agreement and easements. Mr. Ronal Lucas, solicitor for Sheetz, responded they were currently working on all easements, including drainage and also a sidewalk easement in perpetuity.

Mr. Rogosky noted that PennDOT no longer takes control of any new storm sewers at this point. The Township will need to complete traffic signal forms because it owns the signal. The Township must execute those documents at a public meeting. In regards to the post construction SWM plan, the Township solicitor has reviewed and they will do a conference call. Sheetz must establish a fund for SWM 167 fund to hold escrow for later BMP inspections for years 1,4,7,10. The fire department review letter will need to be addressed.

Eric Mountz, TP&D, stated that the driveway will be improved with a curb per pennDOT standards. It will have good alignment with the driveway across the street. The original drive was unpermitted. The landowner has agreed to all paperwork so far. This is being reviewed as one plan set, but it's actually two H.O.P. applications. One is under Sheetz, one is under Neversink Realty.

Mr. Lucas asked the Township to make recommendation for approval. There is a deadline for the landlord of March 20<sup>th</sup>. The Township manager asked them not to go to BOS until they have the HOP paperwork taken care of. Mr. Lucas asked for a recommendation of Planning Commission conditional approval to BOS per engineer review. Mr. Rogosky stated that if the motion were to be made, that it would include all outstanding review comments that were addressed in the letter.

Mr. Rogosky remarked that the new driveway presented is similar to the original and that he was content with the changes. He will issue another review letter for final approval if the Planning Commission made a motion.

Mrs. VanderLaan noted that Sheetz has gone above and beyond with complying with landscaping and sidewalks, among other things. She asked if Mr. Rogosky felt confident that all issues had been addressed. Mr. Rogosky agreed.

**MOTION** by Mr. Ahrens, seconded by Mr. Sottosanti that the Planning Commission recommend conditional approval pending all comments from outside parties will be addressed. Motion carried unanimously.

**DOLAN, PETER J & KRISTEN- SKETCH PLAN OF RECORD**

Mr. Hoffert, attorney for the Dolans, noted that the plan had a clean review letter and there was not much to be addressed. Mr. Rogosky agreed.

Mr. Powell asked if there would be any construction. Mr. Hoffert responded that there would be no improvements on the land.

**MOTION** by Mr. Shane, seconded by Mr. Ahrens to approve the Dolan Annexation plan. Motion carried unanimously.

**MUSSO ADDITION:**

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Mr. Hoffert, attorney for Musso's, presented the plan for an addition to add seating to the restaurant. He stated that there has been an issue with a utility pole and that the business owner has been waiting for Met Ed to give approval. There was also an issue with a trimming easement, that only pertains to the arbor vitae underneath the pole. Mr. Hoffert mentioned that he would not get an easement for the property, as there would be no challenge to people using the area. Nothing will change from how the property is at present.

Mr. Rogosky asked that the gas line be shown on the plans. Mr. Hoffert responded that it is noted and that UGI had not been responsive. The gas line comes in the back of the building.

Mr. Hoffert presented color renderings by Rich Kepper, architect, that had been requested by the Planning Commission previously. The addition is in a similar style to the original building.

Mr. Rogosky asked for the letter regarding water capacity. Mr. Hoffert responded that it had been provided.

Mr. Rogosky stated that the curbing issue warranted a deferral. PennDOT did not recommend curbing in this area or sidewalk due to lack of frontage. Planning Commission did make a deferral for a sidewalk on June 20<sup>th</sup>.

Mr. Hoffert mentioned that the owner would do his best to provide as much parking as possible.

**MOTION** by Mr. Shane, seconded by Mr. Ahrens to recommend conditional preliminary plan approval subject to the conditions outlined in the engineer review letter.

**3404 CIRCLE AVE VARIANCE:**

Mr. Shane asked if the entrance would be over the grass.

Mrs. VanderLaan asked if the plan had been reviewed for coverage percentages. Mr. Rogosky stated that he would check with Terry Naugle, Great Valley Consultants.

There was general discussion as to whether trees would be considered a hardship. It was determined that it was dependent on whether it was a rare tree or possibly in memoriam of a person.

**MOTION** made by Mr. Sottosanti, seconded by Mrs. VanderLaan to deny the application based on lack of information of lot coverage and meeting the adequate hardships.

**NEW BUSINESS**

The Planning Commission discussed the need to review the Zoning Hearing Board application process and the possibility of adding submission requirements.

Mrs. VanderLaan recommended that the Fire Company segregate the issues within their review letters to specific areas: building, land development, etc. Mr. Powell mentioned that the BOS should recommend this to the Fire Company. Mrs. VanderLaan mentioned that it would be helpful to have the Fire Company review the ordinances/code to find any areas that are lacking so that it may be corrected. The Planning Commission was in favor of this idea.

**ANNUAL REPORT**

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**MOTION** by Mr. Ahrens, seconded by Mr. Sottosanti to approve and sign to file the annual report. Mrs. VanderLaan abstained. Motion carried.

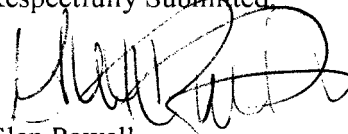
**UPDATE ON DATE FOR JOINT MEETING WITH BOARD OF SUPERVISORS**

Meeting will be on March 20<sup>th</sup>, 2017 at 7:00pm.

**ADJOURNMENT**

**MOTION** by Ms. VanderLaan, seconded by Mr. Sottosanti to adjourn the February 20<sup>th</sup>, 2017 meeting of the Exeter Township Planning Commission at 9:24pm. Motion carried unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Glen Powell', written over a faint, illegible printed name.

Glen Powell  
Chairman