

PLANNING COMMISSION MEETING
MINUTES
APRIL 12, 2022

The Dallas Township Planning Commission held their monthly meeting on Tuesday, April 12, 2022 at 7:00pm in the Administration Building located at 105 Lt. Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

ATTENDANCE

The following individuals present were: **(Members)** Robert Besecker, Jr., Charles Kishbaugh, Dan Jones, **(Solicitor)** William J. McCall, **(Twp., Engineer)** Thomas J. Doughton, **(Secretary/Treasurer)** Tammy Miller and **(Twp. Manager)** Martin Barry. In attendance via Go To Meeting/phone included: **0**. Also present were: Nick Argot from Borton-Lawson Engineering and Frank Grabowski, surveyor.

ABSENT: (Chairman) Jack Dodson, **(Member)** Daniel Mulhern

Approval of Minutes and Treasurer's Report:

Vice Chairman Robert Besecker, Jr. opened the April meeting followed by the pledge of allegiance.

C. Kishbaugh made a motion to approve the **Minutes** from March 8, 2022 Meeting and **Treasurer's Report** from March, 2022. D. Jones second the motion. Motion carried.

Misericordia University Campus Improvements – Final Plan approval. Nicholas Argot from Borton-Lawson Engineering was representing on behalf of Misericordia University. N. Argot said these are the final plans for Misericordia's Campus Improvement Project. Preliminary Plans were approved May 8, 2018. Final Plans were submitted January 14, 2022 with the following information for review:

1. As Built Drawing Set C-1 – C-14. 24 Drawing Sheets
2. Stormwater Facility Certification

N. Argot stated Mr. Doughton did his review and issued his comment letter on March 29, 2022. It appeared from his letter that everything was in order from the sight. The construction matched the Preliminary Land Development Plans. So, we're requesting approval for Final Plans tonight.

Solicitor McCall asked T. Doughton for his commentary. T. Doughton said everything is in order. The project was built in compliance with the Preliminary Plan Approval. Solicitor McCall said there's no substantial deviations. T. Doughton said no, some little minor things, very minor. Solicitor McCall said then the plan qualifies for approval by the Planning Commission upon motion, second and vote, based upon the Engineers approval of the construction being in accordance with the plans. Vice Chairman, R. Besecker, Jr. asked the Board members if they had any questions; there were none. Motion was made by D. Jones. Seconded by C. Kishbaugh. Motion carried.

Solicitor McCall asked if we had copies of the Final Plans signed by the appropriate parties? N. Argot said yes, there are three (3) copies here at the township building. N. Argot said he understands the PC Chairman is not here tonight, and maybe he can sign them tomorrow or at his earliest convenience.

T. Doughton stated to Nick please get a recorded copy back to Tammy. Nick said we will deliver a hard copy back to Secretary Miller after being recorded. Solicitor McCall said I don't know if we have anything else outstanding, but we need copies of the recorded Developer's Agreement and Storm water Facilities Management Agreement. N. Argot stated there were no easements associated with the project. Nick said he has an Operational Maintenance agreement to give to Secretary Miller. Nick asked is the Developer's agreement needed for when the construction is completed? Solicitor McCall stated that is conditioned to every final plan approval. There has to be an executed Developer's agreement between the township and Misericordia. It should have been on hand before final plan approval. T. Doughton said he believes he has copies of it, but doesn't know if they have been executed. Solicitor McCall stated they need to be executed and recorded and brought to Secretary Miller. N. Argot said okay.

Newhart-Bresnahan Subdivision – Surveyor Frank Grabowski was presenting on behalf of Newhart-Bresnahan Subdivision. F. Grabowski stated that Mr. Newhart is conveying 0.53 acres of land at the rear of his property to the adjoiner, Robert Bresnahan, Jr., which is shown as parcel “A” on the Subdivision map. Mr. Bresnahan, Jr., is adding the 0.53 acres to his existing lot changing the area from 4.21 acres to 4.74 acres. F. Grabowski stated there will be no earth disturbance with this subdivision.

T. Doughton stated he did receive Luz. Cty. comments today, dated: 4/12/2022.

Sewage Facility Planning Module – F. Grabowski has filed a request for a planning waiver a non-building declaration. It does require signatures from the Sewage Enforcement Officer, a Planning Commission Official or the Municipal Chairman or Secretary.

A Storm water Management application was also filed, which also qualifies for an exemption. F. Grabowski stated he tried getting in contact with the SEO, but has had no luck in doing so. T. Doughton told F. Grabowski to make sure he makes a copy of the non-building declaration once it is executed, it needs to be sent to DEP and the Sewage Enforcement Officer, (Steve Egenski), so it goes on record that it’s a non-buildable section, until it meets sewage facility plan.

Wetlands: T. Doughton stated it qualifies for an exemption under the ordinance, because no development is planned for the subdivided lot.

Solicitor McCall said the first thing, if the Planning Commission is comfortable with, would be to grant the three (3) waivers: **planning waiver for a non-building declaration, a wetland delineation waiver and storm water management.** It would be appropriate for a motion to grant Conditional Final Plan approval pending the receipt of the documents the applicant is presently pursuing. Robert Besecker asked for a motion for Conditional Final Plan approval. D. Jones made a motion. C. Kishbaugh second it. Motion carried.

Dallas Township Board of Supervisors requests a letter of support from Dallas Township Planning Commission in order for them to do a grant from DCNR for the Southside Park Phase II. Twp. Mngr. M. Barry stated Phase I is almost completed and would like to start Phase II. Last year we applied for monies from DCNR, but were turned down. So, this year we are applying for the 2022 grant run. Solicitor McCall stated the request is only that we provide a resolution, directed to... you have the addressee for us? This would be who our support will be sent to. M. Barry said all we need is a letter from the Planning Commission to the Supervisors and then it is submitted to the digital porthole.

Solicitor McCall said they are asking for a motion to lend our support for Phase II for the park project, only in respect that it conforms to the recreational and open space goals of the township. It’s just a matter of indicating we have no problem with it, from that perspective for those items. Solicitor McCall said we need a motion that a resolution be adopted by the Planning Commission extending to the township our support of the Phase II for whatever the name of the project is. That our review indicates that it is consistent with the open space and recreational goals of the township. It will be signed by Mr. Dodson once approved by vote. He will okay the resolution and Jack will sign it.

M. Barry stated we went with a new recreation architect for the second phase and they are also using a company called Land Study’s for the Environmental.

Tom Doughton stated he needs some advice on this. Ms. Miller submitted an application to him for a subdivision in Saddle Ridge. He said neither of us know what to do with this. It’s a very strange request and this is from Northeast Layout Services, which is Jason Moran who did the original survey for Saddle Ridge. Tom stated he will read the narrative for it.

The purpose of this submission is to record a previously approved sheet C-25 of 25 titled "Access Road Minor Subdivision Plan" of the Saddle Ridge Residential Development for Halbing-Amato Developers, LLC.

Sheets C-2 of 25 through sheets C-6 of 25 have been recorded in Luzerne County Map Book 180 Page 57 on October 11, 2005 and Sheet C-2 (Overall Subdivision Plan) was re-recorded in Luzerne County Map Book 202 Page 50 on October 22, 2007. These sheets are included in the submission for reference purposes only and are not being re-recorded.

Sheets C-25 of 25 includes four parcels as well as a portion of Saddle Ridge Drive. Saddle Ridge Drive has already been constructed and dedicated to Dallas Township by deed dated September 21, 2009 and recorded in Luzerne County Deed Book 3009 Page 197447.

Existing conditions shown on sheet C-25 of 25 reflect the existing conditions on the original application in 2005 and do not reflect improvements constructed since the initial application (roads, swales, utilities, and detention basins).

There is no construction and/or earth disturbance proposed with this application as the intent is to record Sheet c-25 of 25 that was mistakenly not included with the two previous recordings.

Solicitor McCall stated all he has to do is come here and show us on the map. Halbing and the surveyor need to come in and explain what's going on. We don't want them to now include everything that was done afterwards. We want him to record the original sheet C-25 that was approved. Solicitor McCall asked do we have a copy of the plan containing sheet C-25? Secretary Miller said she is not sure; this was before her time here. T. Doughton said he's saying that it was never recorded. Solicitor McCall said he that's what he wants to confirm. Was sheet C-25 in the original submission. T. Doughton stated he does not have anything to compare it to. Solicitor McCall said all it requires is for them to appear and establish a record that sheet C-25 was part of the original submission and was part of the plan that was approved by the Planning Commission. It was inadvertently omitted from the recordings of the plans and they're requesting because they can't record it without something from the Planning Commission that we give them something in writing that they can provide to the mapping department to the County Planning Commission to say that we agree that it was part of the original submitted plan and that we are extending that approval by noting the same on whatever they are submitting now. Tom stated in his review there was a sheet C-25 in the original plans, but now we will have to compare this C-25 to the one that was approved. T. Doughton stated John Halbing should have an original copy of it somewhere. Secretary Miller stated some of the older plans were placed on discs, it might be there. Zoning Officer Russ Coolbaugh has them in his office, he can check to see if one for Saddle Ridge is there or not. If not, they will do a search for it in the storage area.

PUBLIC COMMENTS:

Next Meeting May 10, 2022 at 7pm.

ADJOURN:

C. Kishbaugh made a **Motion to adjourn**. Seconded by Dan Jones and carried.
The Meeting adjourned at 7:40pm.

Respectfully submitted,

Tammy L. Miller

Tammy L. Miller, Secretary-Treasurer