

**PENN FOREST TOWNSHIP  
PLANNING COMMISSION MINUTES  
JANUARY 57, 2025**

**PLACE OF MEETING**

PENN FOREST TOWNSHIP  
2010 STATE RIUTE 903  
JIM THORPE, PA 18229

**CALL TO ORDER**

**PLEDGE OF ALLEGIENCE**

**ATTENDANCE:**

WILLIAM MILLER, CHAIRMAN

CHRIS RAU, MEMBER

STACY VENETOS, MEMBER

JIM DENIER, MEMBER

ROCK STAHOVIC, REP. OF BIA, TWSP. ENGINEER

SHANNON MECKES, SECRETARY

**ABSENT:**

DENNIS HABIG, MEMBER

**GUESTS:**

NANCY SARCINELLO

JONATHAN SHUPP

TIGHE MECKES

## **ACCEPTANCE OF MINUTES**

CHRIS RAU MADE THE MOTION TO ACCEPT THE MINUTES FROM NOVEMBER 2024 MEETING. STACY VENETOS SECOND THE MOTION. MOTION CARRIED.

## **OLD BUSINESS**

**PROPOSED LAND DEVELOPMENT FOR PARCEL 36-51-A8.33-P-24-3- GETZ SELF STORAGE-** TIGHE MECKES ASKED FOR A WAIVER FROM SECTION 210-23.B(2): WRITTEN CONSENT FORM DOWNSTREAM LANDOWNER WHEN STORMWATER CANNOT BE DISCHARGED INTO AN EXISTING DOWNSTREAM CHANNEL OR OTHER CONVEYANCE. THE BOARD VOTED TO REJECT THE REQUEST FOR THE WAIVER AND SEND IT TO THE SUPERVISORS. THEY ALSO VOTED ON A CONDITIONAL APPROVAL MEETING CRITERIA FROM BIA REVIEW DATED JANUARY 10, 2025. WILLIAM MILLER MADE THE MOTION. CHRIS RAU SECOND THE MOTION. MOTION CARRIED.

**PROPOSED SUBDIVISION FOR PARCEL 22-51-A502-P-24-5- EGGERT/FARNELL-** THE MAJOR ISSUE IS THE SEWER APPROVAL NEEDS TO BE SUBMITTED TO DEP. THEY VOTED ON A CONDITIONAL APPROVAL AND ALL WAIVERS MEETING CRITERIA FROM BIA REVIEW FROM JANUARY 10, 2025. WILLIAM MILLER MADE THE MOTION, STACY VENETOS SECOND, AND THE MOTION WAS CARRIED. ON THE TREE WAIVER, WILLIM MILLER MADE THE MOTION TO PASS, JIM DENIER SECOND THE MOTION, MOTION CARRIED. ON THE STORMWATER MANAGEMENT DISTRICT BOUNDRAIES WAIVER STACY VENETOS MADE THE MOTION TO PASS, CHRIS RAU SECOND THE MOTION, THE MOTION CARRIED. ON THE WAIVER TO ALLOW THE DRAWING SCALE AS INDICATED ON THE DRAWING STACY VENETOS MADE THE MOTION TO PASS, CHRIS RAU SECOND THE MOTION, MOTION CARRIED.

**PROPOSED REVERSE SUBDIVISION AND LAND DEVELOPMENT FOR PARCELS 51-51-A8.03 & 51-51-A8.04-P-24-9- MAZELLA- AN EXTENSION WAS GRANTED UNTIL APRIL 17, 2025.**

**PROPOSED LOT LINE REVISION 36-51-A8.16 & 51-51-A8.04-P-24-11- MATTI-TABLED. THER WAS NO HOP PROVIDED. STATE SAYS THERE IS NO NEED FOR HOP. TOWNSHIP ORDINANCE SAYS WE NEED THE HOP TO APPROVE. TOWNSHIP ALSO ASKED FOR RESUBMISSION OF THE PLAN. WILLIAM MILLER MADE THE MOTION, JIM DENIER SECOND THE MOTION, MOTION CARRIED.**

**PROPOSE DREVERSE SUBDIVISION AND LAND DEVELOPMENT FOR PARCELS 22A-51-B643 & 22A-51-B634-P-24-16- LECHNER-COMBINED TO CREATE 22A-51-B634A- COMBINING LOTS TO MOVE SEPTIC. CONDITIONAL APPROVAL MEETING CRITERIA FROM BIA REVIEW 1/13/25. WILLIAM MILLER MADE THE MOTION, CHRIS RAU SECOND THE MOTION, MOTION CARRIED. WAIVER 210-16.C(15) NOT SHOW CONTOURS AND DATUM SINCE ONLY COMBINING LOTS. WILLIAM MILLER MADE THE MOTION TO PASS, CHRIS RAU SECOND THE MOTION, MOTION CARRIED. WAIVER 210-16.D(31) NOT SHOW TREES GREATER THAN 8 INCHES IN CALIPER- WILLIAM MILLER MADE THE MOTION TO PASS, CHRIS RAU SECOND THE MOTION, MOTION CARRIED. WAIVER 210-16.D(8) NOT PROVIDE OPINION OF TITLE SINCE ONLY COMBINING LOTS AND DID PROVIDE DEEDS. WILLIAM MILLER MADE THE MOTION TO PASS, CHRIS RAU SECOND THE MOTION, MOTION CARRIED.**

### **NEW BUSINESS**

**PROPOSE DREVERSE SUBDIVISION AND LAND DEVELOPMENT FOR PARCELS 66B-51-A105 & 66B-51-A106-PP-24-18- LEVAN- COMBINED TO CREATE 66B-51-A105A- TABLED DUE TO EMAIL SENT FROM SURVEYOR. THEY WEREN'T QUITE READY BUT WILL BE READY FOR THE FEBRUARY MEETING.**

WILLIAM MILLER MADE THE MOTION, CHRIS RAU SECOND THE MOTION, MOTION CARRIED.

**PROPOSED REVERSE SUBDIVISION AND LAND DEVELOPMENT FOR PARCELS 22A-51-C968 & 22A-51-C969-P-25-2- HILL-** COMBINED TO CREATE 22A-51-C968A- TABLED DUE TO THINGS THAT NEED TO BE ADDRESSED FROM REVIEW. WILLIAM MILLER MADE THE MOTION, CHRIS RAU SECOND THE MOTION, MOTION CARRIED.

**PROPOSED REVERSE SUBDIVISION AND LAND DEVELOPMENT FOR PARCELS 12A-51-MV2463 & 12A-51-MV2465- P-25-1-FIERRO-** TABLED BECAUSE EVERYTHING REFGERENCES OLD SALDO. CLEAN UP WITH CURRENT SALDO AND PLANS. THE COUNTY ALSO AGREED. WILLIAM MILLER MADE THE MOTION, STACY VENETOS SECOND THE MOTION, MOTION CARRIED.

**NANCY SARCINELLO-** DISCUSSING SALDO AND ZONING AMMENDMENTS:

**SALDO AMMENDMENTS**

- PAGE 1- SUBDIVISION AND LAND DEVELOPMENT- SUBMISSION PROCEDURES- A SKETCH PLAN IS NOT MANDATORY BUT IF ONE IS PROVIDED TOPOGRAPHIC MAPS AND AERIEL PICTURES SHOULD ALSO BE PROVIDED.
- PAGE 9- F- 4 STEP DESIGN PROCESS- REPLACED OPEN SPACE CONSERVATION DESIGN. STACY VENETOS ASKED IF WE HAD TO LET THE COMMUNITIES KNOW AND NANCY SAID WE DID NOT.

- PAGE 15-ARTICLE 4- DESIGN STANDARDS-REMOVING OPEN SPACE PRESERVATION AND ADDING PARK AND RECREATION LAND OR FEE-IN-LIEU. IT COMPLIES WITH THE MUNICIPALITY PLANNING CODE AND APPLICANT CAN ALSO BE CHARGED FOR NOT HAVING GREEN SPACE.
- PAGE 21- REQUIRES 50% OPEN SPACE- UPDATED TO THE CONSERVATION SUBDIVISION DESIGN DEVELOPMENTS

- PAGE 23- SPACE LEFT IN DEVELOPMENT AREAS/ GRAPHS ON PAGE

STEP 2- SIGHT FOR DWELLING UNITS

STEP 3- ADD THE STREETS

STEP 4- DEVELOP LOT LINES

CHRIS RAU ASKS IF THEY THOUGHT OF THE DIFFERENT SOILS HERE? NANCY SAID THE BAD SOILS WOULD BE IN THE GREEN AREA. THE HOUSES WOULD BE ON THE LAND WHERE THE SOIL IS GOOD. CHRIS RAU ASKS HOW CAN ANYONE SAY THAT WITHOUT KNOWING WHAT'S ON THE GROUND? NANCY'S REPLY WAS THAT'S NOT WHAT IT SAYS.

- PAGE 30- RESIDENTIAL SUBDIVISIONS- DECREASED THE WIDTH OF THE STREETS TO 10 FOOT LANES AND THE PAVEMENT FROM 32 FEET TO 28 FEET. CHRIS RAU HAD CONCERNS ABOUT EMERGENCY AND DELIVERY VEHICLES.
- PAGE 31- ADDED DEFINITIONS AND ADJUSTED VERBAGE WHERE NEEDED.

## **ZONING AMMENDMENTS**

- PAGE 35- ADDED NEW TERMS AND DEFINITIONS.
- PAGE 47- PLAN RESIDENTIAL DEVELOPMENT WAS LEFT IN.
- PAGE 48- APPLICABILITY AND ELIGIBILITY TELLS WHERE IT CAN OCCUR IN THE DEVELOPMENT. IT HAS TO BE A MINIMUM OF 100

ACRES, HAVE FRONTAGE TO 903 OR 534, AND HAVE RESIDENTIAL, COMMERCIAL, AND OPEN SPACES.

- PAGE 58- OPEN SPACE DEVELOPMENT OPTIION WILL BE REPLACED WITH CONSERVATION SUBDIVISION DESIGN STANDARDS.
- PAGE 67- LISTS THE STANDARDS
- PAGE 68- SECTION B- DEVELOPMENT OPTIONS-BASIC CONSERVATION WITH NEUTRAL DENSITY-GREENWAY LAND IS 50 PERCENT- IN ADDITION TO THAT THE BAD SOILS ETC. WOULD BE IN THE GREENWAY AREA. IT WOULD BE PERMITTED ON 10 ACRES OR MORE IN R1 OR R2 DISTRICTS. CHRIS RAU WAS CONCERNED THAT ONLY HALF OF THE LAND CAN BE DEVELOPED AND IT WASN'T COST EFFECTIVE. HE FELT THIS WAS MORE FOR A CENTRALIZED SEWER SYSTEM. NANCY STATED THAT IT'S NOT LIKE THAT IN RURAL AREAS AND SHE WOULD DOUBLE CHECK THE MEANING OF THE VERBAGE.
- PAGE 79- 240-40- APARTMENTS ON THE SECOND AND/OR THIRD FLOOR OF A COMMERCIAL USE

SECTION A2 -PROVIDE FOR APARTMENT UNITS IN CLOSE PROXIMITY TO EXISTING AND FUTURE COMMERCIAL USES IN THE C2 COMMERCIAL ZONING DISTRICT AND THE C1 COMMERCIAL ZONING DISTRICT WITHIN WALKING DISTANCE TO THE MAJOR ROAD INTERSECTIONS, THEREBY FORMING NODES OF MIXED COMMERCIAL-RESIDENTIAL LAND USE AT THESE INTERSECTIONS.

WILLIAM MILLER ASKED IF 200 YARDS WAS CONSIDERED RURAL. NANCY REPLIED THAT IF IT IS OUTSIDE THE QUARTER MILE, IT WASN'T ALLOWED. IN THE WHOLE C2 DISTRICT APARTMENTS ARE ALLOWED ABOVE COMMERCIAL PROPERTIES.

- PAGE 81- REQUIREMENTS FOR SPECIFIC LAND USES

PRINCIPLE SOLAR ENERGY FACILITIES-PSEF

I-1-GENERAL INDUSTRIAL AND C1-A HIGHWAY COMMERCIAL DISTRICTS AS CONDITIONAL USE IN ACCORDANCE WITH THIS 240-42A(56) AND 240-23, CONDITION USE PROCESS.

5 ACRE MINIMUM LOT

60 PERCENT OF THE LOT CAN BE COVERED

HEIGHT RESTRICTIONS ON PANELS

MUST HAVE NATIVE GRASSES AND FENCING

- PAGE 86- STANDARDS FOR DECOMMISSIONING SITE- REQUIREMENTS FOR REMOVAL, VEGETATION REPLACEMENT, AND RESTORATION.

WILLIAM MILLER AND STACY VENETOS ASKED ABOUT WINDMILLS. NANCY WAS UNAWARE THAT ANY WERE ATTEMPTED TO BE PUT IN OUR TOWNSHIP.

- PAGE 91- REGULATIONS FOR OFF-STREET PARKING
- PAGE 92- PARKING TO BE LOCATED TO THE SIDE AND REAR OF BUILDINGS.
- PAGE 96-UPDATES TO PARKING LOT LANDSCAPING- MAKE PARKING LOTS HAVE MORE VEGETATION FOR STORM WATER RUN-OFF AND PROVIDE SHADING.
- PAGE 97-98-EXPLAIN THE REQUIREMENTS FOR PARKING LOTS
- PAGE 113- DIMENSIONAL STANDARDS TABLE- MIDDLE ROW C1 & C2 COMMERCIAL DISTRICT- PUSHED BUILDING TO STREET. 15 FOOT SETBACK.

CHRIS RAU HAD CONCERNS ABOUT THE NEW PLAN COSTING TOO MUCH MONEY AND THE PEOPLE WILL NOW HAVE TO SPEND MORE MONEY.

NANCY STATE DTHAT THE NEW PLAN IS MORE COST EFFECTIVE.

ROCK STAHOVIC, TWSP. ENGINEER SUGGESTED THAT THE 3 WAIVERS THAT ARE ALWAYS GRANTED, (THE TREES, TITLE OF OPINION, AND THE SCALE), BE REMOVED FROM THE ORDINANCE BECAUSE THEY ARE ALWAYS GRANTED. NANCY SUGGESTED THAT THEY SHOULD MAKE THE AMMENDMENTS AND

THEN GO BACK AND REVISE THEM. OTHERS FELT THAT DIDN'T MAKE SENSE. NANCY STATED THAT SHE WILL TAKE IT BACK TO THE SUPERVISORS.

WILLIAM MILLER ASKE DIF THE GRANT WAS SATISFIED. NANCY STATED IT WAS BUT WAS UNSURE OF THE TOTAL.

DENNIS ASKED ABOUT THE SCALES (EMAIL). THEY WERE LEFT AS THEY ARE AFTER ADVICE FROM JONATHAN SHUPP AND ROCK STAHOVIC.

JONATHAN SHUPP HAD QUESTIONS ABOUT THE LOT JOINER ORDINANCE. HE SAID OUR FEES ARE MUCH HIGHER THAN ANY OTHER TOWNSHIPS AND MAYBE THIS IS SOMETHING THAT COULD BE BROUGHT TO THE BOS ATTENTION. ALSO, A LOT OF THE DECISIONS, IN OTHER PLACES, GO STRAIGHT TO THE BOS, NOT THE PLANNING COMMISSION.