SUGARLOAF TOWNSHIP PLANNING COMMISSION MINUTES

REORGANIZATION AND REGULAR MEETING

JANUARY 3, 2023

The Sugarloaf Township Planning Commission held their reorganization and regular monthly meeting Tuesday, January 3, 2023 at 7:00 P.M. at the Municipal Building, 858 Main Street, Sugarloaf, PA 18249, as duly advertised in the Standard Speaker on December 15, 2022.

**Attendance:** In attendance were Chairman Reed, Vice- Chairman DiSabella, and Secretary Cusatis,

**Reorganization:**

1. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella, to appoint Atty Peter Fagan as Temporary Chairman. The motion passed unanimously.
2. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella, to appoint Harry Reed as Chairman for the year 2023. The motion passed unanimously.
3. A motion was made by Secretary Cusatis, seconded by Chairman Reed, to appoint Joseph DiSabella as Vice-Chairman for the year 2023. The motion passed unanimously.
4. A motion was made by Chairman Reed, seconded by Vice-Chairman DiSabella, to appoint Tony Cusatis as Secretary for the year 2023. The motion passed unanimously.

**Public Comment on Items on Agenda Only:** There was no public comment.

**Minutes:** A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella, to approve the minutes of the December 5, 2022 Regular Meeting as submitted. The motion passed unanimously.

**Zoning Officer’s Report:**

1. Chairman Reed read the list of permits issued/denied by the Zoning Officer for the month of December 2022. There were four permits issued and none denied.
2. Chairman Reed read the Annual Zoning Report for 2022. There were ninety permits issued and ten denied.

**Subdivision/Lot Consolidations/Land Development:**

1. There were no new Subdivisions, Lot Consolidations or Land Developments for the Month of December 2022

**Old Business:**

**SAI (SR93 Convenience Store and Gas Station)**

1. Justin Ross from Livic Civil attended representing SAI seeking Conditional Approval on their Land Development Plan. An email was received from Dennis Peters stating that the Land Development Plans and various required submittals are not complete at this time. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella to table the Conditional Approval on the Land Development Plans. The motion passed unanimously.

2. A Review Letter was received from Dennis Peters in regard to the Revised Subdivision Plan with comments stating that the revision is acceptable, all the requirements of Sugarloaf Township have been met and approval is recommended. A motion was made by Vice-Chairman DiSabella, seconded by Secretary Cusatis to approve the Subdivision Plan as presented. The motion passed unanimously, and the plans were signed by the Planning Commission after the meeting. The Plans will now be forwarded to the Board of Supervisors for approval and signature.

3. A letter of request was received from LIVIC Civil for a 60-day extension expiring on March 27, 2023. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella, to approve the 60-day extension expiring on March 27, 2023. The motion passed unanimously.

4. A representative from LIVIC Civil was present and recommending approval for both M-950AA’s (Applicant’s Authorization for Agent to Apply for Highway Occupancy Permit): SAI Sugarloaf for the Driveway and Sugarloaf Township for the Stormwater work in the right of way (to be signed after the Operation & Maintenance Agreement is approved). Discussion was tabled at the December Planning Commission Meeting until comments were received from Dennis Peters. An email with comments was received from Dennis Peters on December 2, 2022.

a. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella to table the M-950AA for the Driveway due to traffic concerns. The motion passed unanimously.

b. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella to table the M-950AA for the Stormwater work in the Right of Way, until after the Operation and Maintenance Agreement is received and approved. The motion passed unanimously.

**Crossroads XOX, LLC**

1. A request was received from Pennoni seeking Conditional Approval for the Preliminary Land Development Plans for Building #4. A motion was made by Secretary Cusatis, seconded by Vice Chairman DiSabella, to approve Conditional Approval on the Preliminary Land Development Plans for Crossroads XOX, LLC (Building #4). The motion passed unanimously.

**Crossroads XOXO**

1. A Review letter was received from Engineer Dennis Peters with comments.

**New Business:**

1. A request was received from the Conyngham-Sugarloaf Joint Municipal Authority. They are applying for the Covid-19 ARPA H2O PA Water Supply, Sanitary Sewer and Storm Water Projects Grant Program. The PA Commonwealth Financing Authority requires that the applicants receive a formal written review for consistency with local and county land use plans and with agricultural land use plans. A letter was received from Engineer Dennis Peters with comments.

A motion was made by Vice-Chairman DiSabella, seconded by Secretary Cusatis, to approve providing a written review on this project. The motion passed unanimously.

2. A letter was received from Attorney Kevin Fogerty in regard to Sugarloaf Industrial and Logistics Holdings, L.P. Petition for Curative Amendment. It states that they own property completely within the I-1 Zoning District. The Ordinance Amendment would allow construction of warehouses up to height of 50 feet instead of the listed 35 feet height. The letter was approved by the Supervisors at their meeting on December 20, 2022 to be moved to the Planning Commission for consideration. Per Attorney Baranko, a Public Hearing would need to convene by January 14, 2023. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella, to approve the Curative Amendment to change the allowable building height from 35 feet to 50 feet in the I-1 Zoning District. The motion passed unanimously.

3. Proposed exhibits for the UGI Pipeline project were received due to the fact that it will affect 2 parcels owned by Sugarloaf Township. They are presenting these exhibits to all of the land owners in order to get their feedback and approval on routing. Once the final route is agreed to and locked in, they will begin the ROW Agreement and compensation negotiations. The exhibits are open for comment and approval. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella, to approve the UGI Pipeline Project conditional upon compensation negotiations and acceptable Right of Way Agreement. The motion passed unanimously.

4. The Greater Hazleton Joint Sewer Authority Service Area Act 537 Plan Revision Outline was received from Andy Nowak at Greater Hazleton Joint Sewer Authority for review. A review letter from Dennis Peters was received with comments. A motion was made by Secretary Cusatis, seconded by Vice-Chairman DiSabella to approve the GHJSA Act 537 Plan of Service Review for submission. The motion passed unanimously.

5. Monthly Meetings of the Planning Commission will be held on the first Monday of each month at 7:00 pm.

6. The next scheduled meeting of the Planning Commission will be held on Monday, February 6, 2023 at 7:00 P.M.

7. **Other Business:** The committee unanimously voted to accept the resignation of Mr. Morrison with regrets.

**Public Comment:** There was no public comment.

**Adjournment:** With no further business to attend to, a motion to adjourn was made by Vice-Chairman DiSabella, seconded by Secretary Cusatis at 7:30 P.M.