**SUGARLOAF TOWNSHIP PLANNING COMMISSION**

**AGENDA FOR MAY 1, 2023**

The Sugarloaf Township Planning Commission is holding their regular monthly meeting this Monday

May 1, 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:**

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock, \_\_\_\_\_ Reed, \_\_\_\_\_

**Pledge of Allegiance**

**Public Comment on Items on Agenda Only:**

Five minute time limit. Address the Board from the podium. You must be a taxpayer or resident of the Township. One address per person.

**Minutes:**

The Minutes from the Regular Meeting from April 3, 2023 are up for approval. Are there any additions or corrections?

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the Minutes as submitted.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

**Zoning Officer’s Report:**

1. The Zoning Officer’s Report for the month of April is attached. There were 8 permits issued and 1 denied.

2. A Zoning Hearing was held on April 24, 2023 at 7pm in regards to Paul Demko’s request for dimensional variance on property located at 75 College Crest, Sugarloaf, PA 18249 for an 8’ rear setback, where a 20’ setback is required. The Variance was approved with no conditions.

3. The Stormwater Management Permit Application for Jeffrey Zanolini, Main Street Sugarloaf, PA 18249. It is in regards to a new driveway and parking lot for a RV/Camper storage facility located in a vacant field. Plans were given to our secondary Engineer, Twin Oaks Consulting for review. Copies of Plans are available for Planning Members to review.

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

**Barry Ervin Subdivision:**

1. Received a Review Letter from Luzerne County Planning Commission with no comments and also Luzerne County Engineer with no comments.

2. Received 4 copies of Final Rolled Plans. They are presented to the Planning Commission for acceptance and signature.

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the Final Plans as presented.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

If approved, the Plans will be signed after the meeting.

**Randall Skuba Minor Subdivision:**

1. Plans were received and reviewed by Peters Consultants. They were deemed Administratively Complete and are presented to the Planning Commission for acceptance as Administratively Complete.

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the acceptance of the Plans as Administratively Complete.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

2. Received Review Letter from Brior Environmental with comments.

3. Received Review Letter with comments from Engineer, Peters Consultants.

**Victor Berroa Land Development:**

1. Preliminary Land Development Plans for the Trucking Repair Facility were received from Berroa’s Engineer, Twin Oaks Consulting. The Plans were deemed as Administratively Complete by our Primary Engineer, Peters Consultants and are forwarded to the Planning Commission for acceptance as Administratively Complete.

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the acceptance of the Plans as Administratively Complete.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

2. Received copies of emails between Township Manager, Liz Tolan, Zoning Officer, Henry Mleczynski and Atty. Joseph Baranko with comments about a complaint in regards to garbage on the property.

3. Received a letter with comments from Atty. Charles Decosmo. Atty. Decosmo is representing Charles Mason, a business owner at 75 Kiwanis Blvd, West Hazleton who has complaints about Berroa’s project.

4. Received a copy of the letter from Atty. Baranko that was sent to Atty. Charles DeCosmo in regards to Mr. Mason’s ongoing concerns.

**Old Business:**

**SAI Sugarloaf Realty (SR93 Convenience Store & Gas Station):**

1. Received the Irrevocable Standby Letter of Credit between SAI Sugarloaf Realty and First Columbia Bank & Trust Company

2. Received a letter from Atty. Joseph Baranko in regards to the letter of credit stating that it is short on the actual bond amount by $241.40. Mr. Ashok Patel was made aware and later dropped off a revised Letter of Credit from First Columbia Bank increasing the amount to $424,241.40. He took the “Applicant’s Authorization for Agent to Apply for Highway Occupancy Permit” form.

3. Received a letter from Pennsylvania Liquor Control Board stating that they received the transfer application from Hanover Beverage, LLC to SAI Sugarloaf LLC.

4. Received a letter from Peters Consultants stating the concerns of the Planning Commission in regards to the entrance off of Old Berwick Road.

5. Received email and drawing from Justin Ross at LIVIC Civil in regards to driveway changes.

6. Received a notice from PennDOT e-permitting stating that they received the application for a highway occupancy permit and it is under review.

7. Received copies of emails between Justin Ross of LIVIC Civil and Peters Consultants in regards to SAI wanting final approval. On April 25, 2023, the email from Peters Consultants to Justin Ross at LIVIC Civil listed comments of needed conditions and stated that Planning or Supervisors will not grant “Conditional Final Approval” until all conditions are met

8. A request was received from LIVIC Civil for a 30 Day Extension. The current extension expires on May 26, 2023 so therefore the additional 30 day extension would expire on June 25, 2023.

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the 30 Day Extension which will expire on June 25, 2023.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

9. A request was received by Justin Ross of LIVIC Civil to be on tonight’s agenda to speak to the Planning Commission.

**Thomas Trella/ Bellagio Fields Banquet Facility:**

1. Lighting Plans have been received from Tom Trella.

2. A Site Lighting Review Letter was received from Twin Oaks Consulting with comments and stating that the proposed lighting is acceptable.

3. A Zoning Review Letter with comments was received in regards to the Lighting Plans

4. A request for a 90 day extension was received from Peters Consultants. The extension will expire on August 5, 2023.

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the 90 Day Extension which will expire on August 5, 2023.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

**Crossroads XOXO, LLC:**

1. Received Revised Land Development Plans for Crossroads XOXO Building #1. The Plans have been forwarded to Peter’s Consultants for review.

Copies are available for Planning Commission Members to review.

2. Received a response letter from Pennoni addressing comments and concerns from the Planning Commission

3. Received a request from Pennoni for a 90 Day Extension. The extension will expire on August 3, 2023

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to (approve, table, deny) the 90 Day Extension which will expire on August 3, 2023.

Ecker, \_\_\_\_\_; Cusatis, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Larock \_\_\_\_\_; Reed, \_\_\_\_\_

**Choice Cigarettes/Sonny’s Vape Store at SR93 Sugarloaf Township:**

1. Received copy of email from Darrick Kreischer at United Environmental Services to Peters Consultants showing the approximate location of the proposed groundwater monitoring well within Rock Glen Road along with other comments.

2. Received Letter from Peters Consultants advising Choice Cigarettes that installation of monitoring wells needs to be installed only during weekend hours as to not interfere with school bus traffic traveling to and from the Valley Elementary/Middle School on Rock Glen Road, Sugarloaf, PA 18249.

**New Business:**

1. Any other business that the Board Members would like to discuss.

2. The next Regular Meeting of the Planning Commission will be held on Monday,

June 5, 2023 at 7:00 P.M.

**Public Comment:**

Five minute time limit. Address the Board from the podium. You must be a taxpayer or resident of the township. One address per person.

**Adjournment:** With no further business to attend to, a motion to adjourn was made by \_\_\_\_\_, seconded by \_\_\_\_\_, at \_\_\_\_\_\_ P.M.