ROSS TOWNSHIP PLANNING COMMISSION
MONTHLY MEETING
SEPTEMBER 15, 2026

CALL TO ORDER:
The Ross Township Planning Commission Meeting, for September 15, 2026, was called to order by Chairman Howard Beers at 7:00 pm. The meeting was held at the Township Municipal Building.

ROLLCALL:
These members were present:
Howard Beers, Chairman
Lauri Lapping, Vice Chairman
Keith Noble Jr.
Kevin Overfield
Vincent Delhery
Eric Longenbach

Members not present were:
Thomas Wagner, Secretary

Also present were:
Tighe Meckes, Keystone Consulting Engineers,
Solicitor Michael Gaul, Zachary Karasek of Arro Consulting, Inc.
Karen Orlando, Recording Secretary,
members of the public, and applicants and their representatives, as noted below.

APPROVAL OF MINUTES:
August 18, 2026 meeting minutes

Motion: Motion to approve August 18, 2026 meeting minutes as presented was made by Vincent Delhery and seconded by Kevin Overfield.

Motion Carried: 6-0.

COMMUNICATIONS:
None.

OLD BUSINESS:

1) **1889 Kunkletown Road – Kurlowich -Preliminary/Final Land Development Plan – 12/07/26 Deadline.**

Neither the applicant nor their representative was present.

Motion: Motion to table consideration of the Kurlowich Plan until the next meeting was made by Lauri Lapping and seconded by Keith Noble.

Motion Carried: 6-0.

2) **Gateway Industrial – Final Land Development Plan – 12/31/26 Deadline**

Neither the applicant nor their representative was present.

Motion: Motion to table consideration of the Gateway Industrial Plan until the next meeting was made by Vincent Delhery. and seconded by Keith Noble Jr.

Motion Carried: 6-0.

3) **Schultheis/Lobb - Mount Eaton Rd - Major Subdivision Plan - Revised Submission - 11/3/26 Deadline.**

Zachary Karasek of Arro Consulting, Inc. reported that the plans had been revised to address comments from the previous meeting and the Township Engineer's technical review. Attorney Gaul and Chairman Beers discussed access to the electronic plans. Because the plans had been forwarded rather than shared directly, the recipients initially lacked authorization; Attorney Gaul advised that Matthew Klein had corrected the access. Chairman Beers confirmed that he could open the files. Mr. Karasek offered to provide additional full-size copies, and the Recording Secretary confirmed that a hard-copy set was available at the Township Office.

Mr. Karasek stated that the revised plans were substantially the same as the prior submission, with modifications including widths and driveway locations. He provided the PennDOT materials received to date.

Mr. Karasek reported that PennDOT driveway approval remained pending. The sight-distance area had been cleared and marked on the plan, and PennDOT was expected to confirm that the brush had been removed. In response to Attorney Gaul's question, Mr. Meckes stated that the proposed driveway location was noted on the meeting copy of the plan and would be immediately left of the setback line.

Regarding the Sewage Facilities Planning Module Component 1, Mr. Karasek reported that two of the six probe records could not be located. He contacted Ryan Engler, Sewage Enforcement Officer, on September 9 and was awaiting a response; the clients also had been unable to locate the records. Mr. Karasek believed Mr. Engler performed the testing and Gerald completed the design. He explained that some records may identify a confirming probe rather than list it separately. The matter remained under review with Mr. Engler. Mr. Karasek also reported that MCCD had located a check submitted two weeks earlier and was reviewing the submission.

Mr. Karasek presented three waiver requests: (1) combined Preliminary/Final Plan review; (2) modification of the stormwater release-rate criteria; and (3) an alternative design for the private access road slope. He explained that meeting the stormwater requirement was not feasible without substantially increasing site disturbance. The ordinance limits a private access road to a 12% slope, while an existing driveway segment is 14%; residential driveways may be permitted up to 15%. He requested that the Planning Commission consider recommending the waivers to the Board of Supervisors.

Chairman Beers requested that the plan address access and maintenance responsibilities for the private access road to protect future property owners. Attorney Gaul advised that approval should be conditioned upon a recorded easement agreement satisfactory to the Board of Supervisors and Township Solicitor. He noted that the SALDO requires the private access road to remain private and assigns responsibility to the owners of the lots served by it. The Planning Commission discussed whether the agreement should specify each lot owner's maintenance obligations and how costs would be shared.

Mr. Meckes stated that a legal description of the easement area had been submitted for inclusion in the agreement. Attorney Gaul confirmed that the easement agreement would be recorded and could provide greater specificity than the plan regarding shared maintenance. An applicant stated that the current deeds provide for joint ownership and maintenance of the driveway, including after the properties are separated. Attorney Gaul stated that he would review the deed. Chairman Beers emphasized that the arrangement should remain clear and enforceable after ownership changes.

Attorney Gaul agreed that access and maintenance rights should be established at this stage. Mr. Karasek summarized that the objective was to protect future owners from disputes over maintenance costs.

Attorney Gaul recommended a separate easement agreement in addition to plan notes and offered to review the proposed document. He noted that the Board of Supervisors would also consider the Development Agreement, Stormwater Agreement, and required financial security.

Attorney Gaul explained that improvements required by SALDO must be completed before plan execution or secured by an approved financial guarantee. A cost estimate has been submitted for Mr. Meckes's review and would include the contingency required by the planning code. The Commission also discussed the supporting plan set, including the Conservation District submission, Stormwater Plan, Erosion and Sedimentation Plan, Land Development Plan, and Grading/Utility Plan.

Attorney Gaul and Mr. Karasek discussed whether the Record Plan and Major Subdivision Plan would be recorded separately or as one coordinated plan set. Mr. Karasek stated that the Subdivision Plan depicts the division of the two lots, while the Record Plan shows stormwater facilities, driveway sight distances, easements, utilities, and improvements included in the cost estimate. Attorney Gaul advised that, if both plans are recorded, both should include the required notes and stamps.

The Commission discussed whether the plans should be combined or retained as separate sheets. Mr. Meckes explained that designation as a Major Subdivision triggered performance and financial guarantee requirements, and Mr. Karasek stated that the Record Plan identifies the improvements covered by the cost estimate. Attorney Gaul noted that the organization differed from prior submissions but could be acceptable if the documents were coordinated.

Attorney Gaul suggested consulting Township Engineer Russ Kresge regarding the preferred organization of the plans. The final plan-recording format remained to be resolved.

Mr. Karasek requested recommendations to the Board of Supervisors for: (1) combined Preliminary/Final Subdivision review under SALDO Section 502.G.4; (2) a stormwater management waiver under SALDO Section 12, Tables 12.A.(1) and 12.B; and (3) a private access slope waiver under SALDO Section 1004.F.3.a and Table 10.1.

Motion: Since it was determined that the plan qualifies as a Major Subdivision, a motion was made to recommend approval of a waiver to the Board of Supervisors for a combined Preliminary/Final review under SALDO Section 502.G.4 by Lauri Lapping and seconded by Kevin Overfield.

Motion Carried: 6-0.

Motion: A motion was made to recommend approval of a stormwater management waiver to the Board of Supervisors under SALDO Section 12, Tables 12.a and 12.b by Vincent Delhery and seconded by Eric Longenbach.

Motion Carried: 6-0.

Motion: A motion was made to recommend that the Board of Supervisors approve a private access road slope waiver under SALDO Section 1004.F.3.a and Table 10.1. made by Keith Noble Jr and seconded by Kevin Overfield.

Motion Carried: 6-0.

4) **Scenic Vista Realty, LLC (Meixsell Valley Rd.) – Minor Subdivision Plan – Application filed 11/16/26; Completeness review 11/16/26**

Neither the applicant nor a representative was present.

Motion: Motion to table consideration of the Scenic Vista Realty Plan until the next meeting was made by Vincent Delhery and seconded by Keith Noble Jr.

Motion Carried: 6-0

NEW BUSINESS:

1) **Scenic Vista – Minor Subdivision Plan - Sewage Facilities Planning Module Component 1 – submitted to Twp 8/18/26**

Attorney Gaul noted that the distributed Planning Module was incomplete and not ready for Township action. He expected that a new Planning Module would be submitted or the current one supplemented. The Planning Commission's only role would be to authorize the Chairman to execute a consistency determination. At Scenic Vista's request, Mr. Meckes asked Chairman Beers about Pearson Lane, which provides access to the rear of the subdivision. The Commission discussed whether the Township had accepted the road as public, whether the applicant had legal access rights, and whether the road appeared on the Liquid Fuels map. Chairman Beers stated that his recollection was that access rights existed and that the other roads in the development had been dedicated to the Township, but he did not believe the Township received Liquid Fuels funding for Pearson Lane. Attorney Gaul recommended confirming the status if any ambiguity remained. Chairman Beers stated he would review the deeds and Township records and follow up with the Township Office.

Motion: Motion to table consideration of the Scenic Vista Realty Sewage Facilities Planning Module Component 1 was made by Keith Noble Jr. and seconded by Vincent Delhery.

Motion Carried: 6-0

OPEN TO THE PUBLIC:

PENDING:
None.

ADJOURNMENT:
There being no further business, the meeting adjourned at 7:36 pm.

Motion: Motion to adjourn was made by Keith Noble Jr. and seconded by Lauri Lapping.

Motion Carried: 6-0

Next Meeting: October 20, 2026 at 7:00 p.m.

Respectfully Submitted,

Karen E. Orlando

Karen Orlando
Recording Secretary