

**SALEM TOWNSHIP PLANNING COMISSION
MEETING AGENDA
MUNICIPAL BUILDING
6:00 P.M.
May 7, 2025**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

**John Durco PC member
Paul Holleran, PC Vice-chair
Connie Mattei, PC Chair
Gary Falatovich, Township Solicitor
Kelly Otto, Township and PC Secretary**

4. ADMINISRATIVE

**A. Motion made by _____ and seconded by _____ to approve
the Minutes of the previous Planning Commission meeting of April 2, 2025
(Cherry Hills LP, Westmoreland County Food Bank)**

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

5. NEW BUSINESS

A. Review the request of Greg Koontz

1. To revise the lot lines between tax map nos. 57-10-00-0-031 situated in Salem Township and 52-11-00-0-005 situated in Loyalhanna Township by consolidating parcel B being a portion of tax map no 57-10-00-0-008 into tax map no 57-10-00-0-031 and also consolidating parcel A being the remaining portion of tax parcel 57-10-00-0-008 and all of tax parcel 52-11-00-0-004 into tax map no 52-11-00-0-005. Tax map nos. 57-10-00-0-008 and 52-11-00-0-004 will no longer exist after the consolidation.

Discussion/Conditions follow:

- 1.
- 2.
- 3.

Motion made by _____ and seconded by _____ to recommend (Preliminary approval/Final approval/denial/Table) subject to the conditions mentioned above.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

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B. Review the request of Jack & Deborah Dunaway

1. To subdivide parcel "2" in the Dunaway Subdivision Plan from the entire tract for future estate purposes.

Discussion/Conditions follow:

- 1.
- 2.
- 3.

Motion made by _____ and seconded by _____ to recommend (Preliminary approval/Final approval/denial/Table) subject to the conditions mentioned above.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

C. Review the request of Penn Home & Farm LLC

1. To add lot 1 to the property of John & Patricia Kilpatrick as an additional side yard and to add lot 2 to the property of Penn home & Farm LLC as an additional side yard.

Discussion/Conditions follow:

- 1.
- 2.
- 3.

Motion made by _____ and seconded by _____ to recommend (Preliminary approval/Final approval/denial/Table) subject to the conditions mentioned above.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

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D. Review the request of Robert and Loretta Zundel

1. To subdivide off lot 101 containing 1.9987 acres for conveyance to the current owner's grandson for the purpose of constructing one (1) single family home thereupon. No other subdivision of the property shall occur.

Discussion/Conditions follow:

- 1.
- 2.
- 3.

Motion made by _____ and seconded by _____ to recommend (Preliminary approval/Final approval/denial/Table) subject to the conditions mentioned above.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

E. Review the request of ITEAM Forward LLC

1. To consolidate tax map nos. 57-04-00-0-088 and 57-04-00-0-089 into one property.

Discussion/Conditions follow:

- 1.
- 2.
- 3.

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Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

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F. Review the request of Gregory Tuttle

1. For a side lot addition to remedy the encroachment of a newly constructed garage on tax map no. 57-09-00-0-091

Discussion/Conditions follow:

- 1.
- 2.
- 3.

Motion made by _____ and seconded by _____ to recommend (Preliminary approval/Final approval/denial/Table) subject to the conditions mentioned above.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

6. OLD BUSINESS

A. Review the request of Cherry Hills LP

1. To subdivide three lots totaling 4.85 acres from tax map parcel# 57-13-09-0-044 to be known as the Salem Estates Subdivision. This plan was tabled at the April 2, 2025 Planning Commission meeting due to the details listed below that are needed to bring the plan into compliance with our SALDO

Discussion/Conditions follow: From April 2, 2025 PC Meeting

1. A Statement of Purpose must be added to the Plan (Section 307.A.8).
2. The Name and Address of the Developer should be amended to show the current Owner, Cherry Hills LP, as the Developer with the appropriate Deed Reference to the parcel (Section 307.A.4 and Section 502.H.4);
3. The perimeter boundaries for Lot 1, Lot 2 and Lot 3 should be drawn with darker lines to more clearly define the lots (Section 502.H.6);

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NOTE: The three homes located on the parcel are existing. The purpose of the subdivision is to create a separate parcel for each of the existing homes. In an effort to comply with the minimum lot size of one (1) acre for lots served by a public sanitary sewerage disposal system and a public water distribution system (Section 414.A.ix), the lot lines for Lot 2 are very irregular. If the lot lines for Lot 2 are adjusted to a more rectangular shape and the acreage falls below the minimum lot size, a modification would need to be requested with the “hardship” that the location of the existing homes are fixed. If granted, a Note will need added to the Plan.

4. A minimum frontage for all Lots shall be one-hundred twenty-five (125) feet. If Lot 1, Lot 2 and/or Lot 3 fall below this minimum, a modification will need requested (Section 414.A.ix). If granted, a Note will need added to the Plan.
5. Define and Label on the Plan the existing stormwater management area located on Lots 1, 2 and 3 as the “Limit of Stormwater Management Area” (Section 502.H.7);
6. The Stormwater Management Area manages stormwater from the adjoining property DCM Real Estate Partnership (Tax Map No. 57-13-09-0-043) and possibly CVM Group Inc. (Tax Map No. 57-13-09-0-010). Provide any agreements or evidence of understandings regarding their responsibility to maintain those facilities (Section 502.H.7);
7. Identify and Label on the Plan all utilities to include the sanitary sewer and water line connections to each existing structure, and all utility easements (Section 307.D.5);
8. Determine the current status of the twenty-four (24) foot “access easement” shown on the DCM Real Estate parcel (57-13-09-0-043) as access to the “vinyl and brick garage” on Lot 3, and clarify on the Plan if the easement is existing with its proposed/future purpose or intent (Section 502.H.7);
9. A Private Road Agreement for the maintenance of “Brush Run Road” must be signed by the Developer and recorded prior to Final approval of the Plan, and all language must be removed from the Plan that Brush Run Road is to be dedicated to the public (Section 502.H.7). Maintenance of the stormwater area and easements may also be incorporated into the agreement;
10. Verify and Note on the Plan that each lot within the subdivision shall contain an easement for ingress and egress and across any private road and/or access way for the benefit of such lot and for access by emergency vehicles (Section 405.H and Section 503.A.3);
11. Sufficient data to determine the location, bearing and length of “Brush Run Road” should be added to the Plan with the correct spelling of the road name (Section 502.H.8);
12. Building set back lines must be shown on the Plan for Lot 1, Lot 2 and Lot 3 (Section 502.H.11) as follows:

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- a. A building on a lot abutting a private road (Brush Run Road) shall be set back from the right of way line not less than thirty (30) feet (Section 405.G);
- b. The minimum front building setback line distance on all streets (Scenic Drive) shall be thirty (30) feet from the edge of the right-of-way (Section 412.A); and
- c. The minimum side and rear building setback line distance shall be ten (10) feet for any residential use and fifteen (15) feet for any commercial use (Section 412.D);

NOTE: The homes on the parcel are existing and front the private road Brush Run Road. The parcel is part of the original Cloverleaf Office Park Plan which was modified under the County's SALDO in the Cloverleaf Office Park Plan No. 2. The back lot line is located along Township Road Scenic Drive. It is unclear in the Township's SALDO if setbacks for building lines along a Township Road considered the 'back' of the property require compliance with a thirty (30) foot building line as per Section 412.A.

- 13. The "vinyl and brick garage" shown on Lot 3 is encroaching into the front building setback and will need a modification request. If granted, a Note will need added to the Plan;
- 14. The location of the private driveways and/or access to each structure need to be shown and labeled on the Plan, whether existing or proposed (Section 502.H.12);
- 15. Show on the Plan the location of the "billboard" on Lot 3, and label it as existing with the proposed/future purpose or intent (Section 307.D.5);
- 16. The hatched area at the end of Brush Run Road appears to be the location of a dumpster and should be labeled if it is located on Lot 3 (Section 307.D.5);
- 17. Amend the "Box" labeled "Suburban Residential" and "Zoning Standards" to read "Subdivision and Land Development Requirements";

NOTE: The Township does not have a specific building height requirement, and the rear yard setback is ten (10) feet (Section 412.D);

- 18. FTMSA/DEP and MAWC verifications of the public sanitary sewer and public water facilities are required;
- 19. The following Note must be added to the Plan:

"This Plan modifies the Cloverleaf Office Park Plan of Lots recorded with the Recorder of Deeds of Westmoreland County in Plan Book Volume 91, Pages 973 & 974 and the Cloverleaf Office Park Plan No. 2 recorded with the Recorder of Deeds of Westmoreland County at Instrument No. 200407210043988."

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20. The Corporate Adoption makes reference to “covenants” applicable to this property, but makes no reference to what they are or where they can be found. The Plan appears to be subject to those restrictions recorded with the Recorder of Deeds of Westmoreland County in Deed Book Volume 3612 Page 310 & Volume 3612, Page 315 and at Instrument No. 200411120067130. Please clarify. (Section 502.H.20);
21. Amend the “Corporate Adoption” language to reflect the Owner’s Certification in Section 502.H.22 as follows:

Owner’s Certification:

I, the undersigned, _____, owner of the real estate shown and described herein, do hereby certify that I have laid off, platted and subdivided, and hereby lay off, plat and subdivide said real estate in accordance with this plat. This subdivision shall be known as the _____ subdivision. All streets and alleys shown not heretofore dedicated to the public shall be deemed “private roads” and shall be the responsibility of the property owners into which such property is conveyed. The building setback lines are hereby established as shown on this plat, between which lines and the property lines of the street, there shall be erected or maintained no building or structure. Nothing in the approval of this subdivision shall be deemed or construed as an acceptance of any street, road or other facility or improvement for public purposes and the Township of Salem, Westmoreland County, Pennsylvania has no construction and/or maintenance responsibilities over same.

Witness my hand and seal this _____ day of _____, 20__ before me, a Notary Public in and for said state and county personally came _____ known to me to be the person whose name(s) is/are subscribed to the within instrument. In witness whereof I have hereunto set my hand and official seal.

Notary Public

My Commission Expires: _____

22. Amend the Township Certification as follows:

Township Certification:

“Approved by the Board of Supervisors of Salem Township, Westmoreland County this _____ day of _____, 20__ . Approval of this plan by the Salem Township Board of Supervisors is for recording purposes only and does not constitute acceptance of any dedicated roads into the township road system.”

Attest: _____
Secretary

Chairman

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23. Amend the Westmoreland County Planning Certification as follows:

Westmoreland County Planning Certification:

This subdivision was reviewed and approved by the Westmoreland County Planning Department this _____ day of _____, 20____.

Attest: _____
Director, Westmoreland County Planning Dept.

24. A Revision Number and Date must be shown on the Plan.

Motion made by _____ and seconded by _____ to recommend (Preliminary approval/Final approval/denial/Table) subject to the conditions mentioned above.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

7. SALDO DISCUSSION

Motion made by _____ and seconded by _____ to discuss review procedures for the new revisions to the Subdivision and Land Development Ordinance.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

Motion made by _____ and seconded by _____ to recommend a review procedure for the new revisions to the Subdivision and Land Development Ordinance.

Vote on the motion: DURCO _____ HOLLERAN _____ MATTEI _____

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8. Adjournment

Motion made by _____ and seconded by _____ to adjourn this meeting with the next regular meeting to be held on June 4, 2025 at 6:00pm if there is an agenda.

Vote on the motion: DURCO_____HOLLERAN_____MATTEI_____

Meeting adjourned_____