

SALEM TOWNSHIP PLANNING COMISSION
MEETING MINUTES
MUNICIPAL BUILDING -244 CONGRUITY RD GREENSBURG
6:00 P.M.
MAY 6, 2026

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

John Wright PC member
Paul Holleran, PC Vice-chair
Connie Mattei, PC Chair
Ryan Thomas, Township Solicitor
Doug Regola, Township Engineer & SEO
Kelly Otto, Township and PC Secretary
Melissa DeHaven, Asst. Township Secretary

4. ADMINISRATIVE

- A. Motion made by Paul Holleran and seconded by John Wright to approve the Minutes of the previous Planning Commission meeting of April 1, 2026 (Brinker, Penn Home & Farm-Hutter, Don Jones Subdivision, Demary Lot Line Revision, Tresco Lot Consolidation, Tresco LD, Dunlap Lot Line Revision, Schlemmer LD)**

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

5. NEW BUSINESS

A. Schlemmer Side Lot Addition

Present: Jason Beranek, Cenkner Engineering
Bob Schlemmer, property owner

- 1. Motion made by Paul Holleran and seconded by John Wright to review and **accept** the Schlemmer Side Lot Addition Plan application as complete.**

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

- 2. Motion made by Paul Holleran and seconded by John Wright to discuss and to recommend **tabeling** the Schlemmer Side Lot Addition plan to add Parcel A containing 0.3737 acres from Lot 2 containing 8.9981 acres to Lot 1 containing 40.3739 acres in order to build the proposed parking lot in the Schlemmer Land Development and contain the parking lot on one parcel. The tax map parcels are 57-15-00-0-202 and 57-15-00-0-067. **The following informal comments were made to the applicant and their agent:****

Connie requested a title block on the side with the name of the plan. Jason Beranek said it has a name, but it is located on the top of the page because that is how Cenkner Engineering formats their plans. Connie said it is acceptable because the title is on there but it is out of format.

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1. The Plan name should be amended to add “Consolidation Plan” (Section 307.A.1);
2. Parcel A is missing the distance along the line between Lots 1 and 2 (Section 307.D.1);
3. Please clarify the property being subdivided by revising the weight/type for Lot 2 (Section 307.D.1);
4. The side/rear setback line on Tax Map Parcel No. 57-15-00-0-067 can be reduced to 10’ (Section 307.E.5);
5. Contour lines should be removed for clarity (Section 307.D.3);
6. A typographical error for Instrument Number for Easement should be changed to “202410170026709”;
7. Record a separate Easement Agreement for the sewage facilities on Lot 2 (Tax Map Parcel No. 57-15-00-0-067) that serve Lot 1 (Tax Map Parcel No. 57-15-00-0-202), provide a copy to the Township, and list the easement agreement Instrument Number on the Plan (Section 307.D.7);
8. The Drafting Checklist language for Item #1 of the “Additional Requirements for Minor Subdivisions” must be shown on the plan (Section 502.A.2);
9. References to Lots 1 and 2 should be consistent on the Plan. Amend Note 2 which refers to Lots 101 and 102 (Section 307.E.4);
10. A Non-Building Waiver form must be signed by the Owners and submitted to the Township for Township and DEP approvals; and
11. A Revision Number and Date must be added to the Plan.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

3. Motion made by Paul Holleran and seconded by John Wright to complete and sign the Non-Building Declaration Section D for Parcel A of the Schlemmer side lot addition plan.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

B. Clean Express Auto Wash #625

Present: Jeff Holzer, Project Engineer for Kimley-Horn

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1. Motion made by Paul Holleran and seconded by John Wright to review and **accept** the Clean Express Auto Wash #625 Plan application as complete.

Connie explained that originally the application was signed by Dennis Dunmire, but the application itself listed Connor McCain as the agent. This was corrected by re-submitting a revised application. There is question about the ownership. Documents were submitted after hours today for Solicitor Thomas to review. Solicitor Thomas noted that the ownership document submitted may not be sufficient and that additional documents may be required.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

2. Motion made by Paul Holleran and seconded by John Wright to discuss and recommend **labeling** the plan pending approval of the modification request for the Clean Express Auto Wash #625 plan for a proposed redevelopment project to retrofit an existing building on the site into an automated car wash with associated parking and stacking lanes. The tax map parcel is 57-12-00-0-096. **The following informal comments were made to the applicant and their agent:**

The Applicant requested two exceptions as part of their application. Solicitor Thomas pointed out that the parcel does not meet the minimum lot size for a commercial development and would also need a modification.

- a. Motion made by Paul Holleran and seconded by John Wright to recommend an Exception to SALDO Section 602.F.1 for the minimum parking space size of 9' by 20' for the existing 13 parking spaces along the front of the building to remain 9' by 18'.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

- b. Motion made by Paul Holleran and seconded by John Wright to recommend an Exception to SALDO Section 601.B.2 for the 2-acre minimum lot size for a non-residential development.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

- c. Motion made by Paul Holleran and seconded by John Wright to recommend an Exception to Section 307 of the Stormwater Management Ordinance.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously

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The Modification requests must be submitted to the Board of Supervisors no later **than Noon on May 13th** for consideration on their May agenda.

The Planning Commission members reviewed the Plan and voted **to table** making the following informal comments to the Applicant's Agent:

1. The Cover Sheet should contain the following items:
 - a. Names and addresses of the Owner and the Developer of the property separately (Section 307.A.4 and 5):
 - b. The certification and license number of the Professional Engineer who prepared the Plan (Item #8, Section 307.A.7);
 - c. Owner's Certification requires a Name of the Owner;
 - d. The following signature nomenclature must be shown on the plan for Planning Commission's Review (Section 501.H.5.b):

Reviewed by the Salem Township Planning Commission this ____ day of ____, 20__.

Chairperson

Secretary

2. A revised Site Plan should be submitted showing the following:
 - a. The exterior tract boundaries, with bearings and distances shown, as prepared by a Professional Land Surveyor or Landscape Architect (Section 307.D.1);
 - b. A forty-foot (40') front building setback off US Route 22 (Sections 307.E.5 and Section 412.B);
 - c. A thirty-foot (30') front building setback off Hollywood Boulevard and Vine Street Road (Sections 307.E.5 and 412.A);
 - d. A fifteen-foot (15') side and rear set back (Sections 307.E.5 and 412.D);
 - e. All existing buildings, sewers, water mains, etc. (Section 307.D.5);
 - f. All existing property lines and easements, including the width and purpose of any existing easements and/or rights of way (Section 307.D.7);

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- g. The dimensions and area of the existing building (Section 307.E.8);
 - h. Minimum distances between setbacks and proposed building (Section 307.E.8);
 - i. Provide a chart showing the number, size and purpose of the proposed parking spaces (Section 602.B);
 - j. One loading space not less than 12' in width or 35' in length or have a vertical clearance of less than 10' must be provided (Section 604.C.1 and Section 605);
 - k. Show the internal traffic circulation patterns on the Plan (Section 602.B);
 - l. Show on the Plan the location of the proposed sign with the distance from the edge of the ROW on Route 22, and provide construction details as to the size of the sign and lighting (Section 601.B.3.c and Section 601.B.6)
- 3. Township Engineer approval of a Stormwater Management Plan is required;
 - 4. WCCD approval of an Erosion and Sedimentation Control Plan is required;
 - 5. DEP approval of a Component 3 is required;
 - 6. FTMSA and Township approval of tap allocations are required;
 - 7. MAWC verification letter; and
 - 8. A Revision number and Date must be added to the Plan.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

6. OLD BUSINESS

A. Robert & Alice Brinker Plan No. 4

Present: Jeff Ripple, Morris Knowles
Jim & Karen Brinker, recipients of subdivided lot

This plan was reviewed at the April 1, 2026, Planning Commission meeting, and the PC tabled the plan making informal comment to the applicant. Revised plans were submitted April 22, 2026.



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1. Motion made by Paul Holleran and seconded by John Wright to discuss and recommend **approval with the following conditions** of the Robert & Alice Brinker Plan No. 4 to subdivide a portion of Lot 2R remaining tract which is to be consolidated with Lot #1 in the plan of subdivision Robert J. and Alice M. Brinker plan as recorded in Instrument No. 200105250026271 tax map parcel # 57-08-00-0-004.
1. Update the parcel information with the Tax Map No. and Instrument # for Lot 3 on Sheets 1 and 2 to reflect the new deed. *Please note that the previous Instrument Number for Lot 3 had a typo and should read "20162120004794" if it remains on the plan* (Section 307.A.6);
2. A 30' front building set back line for Lauffer Mine Road must be shown on the Plan for Lot 2R Remaining Tract (Section 307.E.5);
3. A Non-Building Waiver form for Parcel A must be signed by the Owners and submitted to the Township for Township and DEP approval;
4. Amend Note 7 with the standard Non-Building Waiver language as provided by the DEP;
5. The following Note must be added to the Plan to address the structures encroaching into the 30' front building set back line for Lauffer Mine Road:

"By approval of this plan, the Board of Supervisors acknowledge the 1 Story Wood Barn located on Lot 1R and the 1 Story Wood Barn located on Lot 2R were laid out and approved prior to the enactment of the Township's Subdivision and Land Development Ordinance and accordingly are legally nonconforming with respect to the Township's current building setback requirements."
6. A Revision Number and Date must be added to the Plan.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

7. SEWAGE

8. ADJOURNMENT

Motion made by Paul Holleran and seconded by John Wright to adjourn this meeting with the next regular meeting to be held on June 3, 2026, at 6:00pm if there is an agenda.

Vote on the motion: John Wright, Paul Holleran and Connie Mattei voted for the motion. Motion passed unanimously.

Meeting adjourned: 7:26pm

Respectfully submitted,



~Kelly Otto~