

**SALEM TOWNSHIP PLANNING COMISSION  
MEETING MINUTES  
MUNICIPAL BUILDING  
WORKSHOP AT 5:00P.M. REGULAR AGENDA 6:00 P.M.  
FEBRUARY 5, 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 John Durco and seconded by Paul Holleran to TABLE the approval of the Minutes of the previous Planning Commission meeting of January 9, 2025 (Reorg. Of Board/Mark Drive, LLC/Bushy Run Investments/Daniels)**

**Due to the minutes being detailed, Connie Mattei asked for a motion to table this motion to allow time for a more thorough review.**

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

**5. NEW BUSINESS**

**A. Review the request of: George Jobe**

1. To revise and consolidate the lot lines of tax map parcel nos. 57-18-00-0-172, 57-18-00-0-178, and 57-18-00-0-190

**Discussion/Conditions follow:**

**Present: Ryan Jones, Surveyor**

**Lisa Jobe, designated agent for George Jobe**

**Connie believes a separate notary is required for each owner. Sometimes it is listed as one notary for both owners. There were not any comments from the County.**

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1. As per Section 307(A)(8), the Statement of Purpose should be revised to read as follows:

“The purpose of this plan is to subdivide tax map parcel number 57-18-00-0-172 into two (2) parcels, namely Parcel A (containing 4.760 acres) and Parcel B (containing 8.270 acres). Parcel A will be consolidated with Tax Map Parcel Number 57-18-00-0-178. Parcel B will be consolidated with Tax Map Parcel No. 57-18-00-0-190.”

2. As per Section 502(H)(7), the Note on Sheet 1 relating to the creation of the 40’ easement should be revised to read as follows:

“A permanent 40’ right of way and easement is hereby created for ingress, egress and regress from Beaver Run Road to lot 3R (Tax Map Parcel No. 57-18-00-0-190) in the location depicted on the plan. Such right-of-way and easement is intended to burden Lot 2R (Tax Map Parcel No. 57-18-00-0-178) and benefit Lot 3R (Tax Map Parcel No. 57-18-00-0-190).”

3. Form B waivers for each of the two Side-Lot Additions have been signed by the SEO and must be approved by the Township.
4. A Revision Number and Date must be shown on the Plan.

**Motion made by Paul Holleran and seconded by John Durco to recommend approval subject to the conditions mentioned above.**

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

**B. Review the request of: John & Alice Heasley**

1. To create a new 10-acre residential building Lot 4 from tax map parcel no. 57-18-00-0-084.

**Discussion/Conditions follow:**

**Present: David Lentz, Surveyor**

**Connie Mattei questioned the private ROW coming off Beaver Run Rd to access Lot 3 (subdivision Lot 4 is taken out of that). There isn’t anything on record for the adjoining properties - Keefer’s and Paulich’s. Explain how the private ROW was established if it isn’t on the deed.**

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**David Lentz believes there is confusion with County mapping. If you compare the survey with county mapping, you are going to see differences. It has nothing to do with Keefer. It doesn't even touch his property.**

**Connie stated that surveying trumps the GIS**

**A note needs to be on the plan that a HOP is required. Language will be sent to the surveyor. Beaver Run Rd is a State Road. The note needs to be on the plan before it goes to the Supervisor but it doesn't need to be in place for Supervisor approval. The mylar can't be signed until HOP approval is received.**

**David Lentz argued the reason for needing two notary lines being needed for two owners. The only time he has seen multiple notary lines in 40 years is if people are going to different notaries. He has seen multiple notaries if they are mailing drawings out of state. Connie will refer the question to Solicitor Falatovich and advise.**

**Ther weren't any county comments.**

- 1. The Statement of Purpose must be modified to reflect that the new Parcel No. 4 is being created for the purpose of constructing a single-family home (Section 307.A.8).**
- 2. The Property is in an Agricultural Security Area. A request must be made to the Township to remove the 10-acre parcel created by the plan for the construction of the single-family home, and a Resolution approving the 10-acre parcel's removal must be approved by the Supervisors at a public meeting;**
- 3. A request for a modification of the minimum road frontage requirements of the SALDO must be requested and approved by the Supervisors;**
- 4. A statement must be added to the Plan indicating that the sewage facilities on Lot 4 will not be within 200' of a private water well;**
- 5. As per Section 307.D.4, the following statement must appear on the Plan:**

**"No portion of the property is located within an identified flood plain."**

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6. The following language at the end of the Owner's Certification must be removed from the Certification:

“... and that all streets, and other property identified as proposed public property (excepting those areas identified “NOT FOR DEDICATION” are, hereby, upon recording of this plan, dedicated to the public use.”

7. The following note must appear on the Plan:

“Owners hereby create a permanent easement over, on and through the Residual Lot 3 on the Plan to provide ingress, egress and regress to Lot 4 in the area identified as Private “R/W” on the plan. Such easement shall benefit Lot 4 and burden Lot 3 in the Plan. To the extent the area of this easement or right of way may encroach on any adjoining property, if at all, nothing in the approval of this plan by the Board of Supervisors of Salem Township shall be deemed or construed as the Township's condoning of such encroachment or as a condemnation of all or any portion of the encroaching area.”

8. A Form B Non-Building Waiver for Lot 3 must be prepared by the Owner and submitted to the Township for approval by the SEO and Supervisors;
9. Non-Buildable Nomenclature for Lot 3 must be added to the Plan;
10. A 10-Acre Permit Exemption Confirmation form for Lot 4 must be prepared by the Owner and submitted to the Township for SEO, Township and DEP approvals.
11. The basis for the 10-Acre Exemption for Lot 4 must be stated somewhere on the Plan; and
12. A Revision Number and Date must be added to the Plan.

**Motion made by Paul Holleran and seconded by John Durco to recommend approval subject to the conditions mentioned above.**

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

**C. Review the request of:** Robert M. & Carol B. Paulisick

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1. To consolidate a portion of lot 1R as shown on the Thatcher Plan of Lots from tax map parcel no. 57-04-00-0-194, with Lot 2 in the Thatcher Plan of Lots as recorded instrument no. 200705210023518.

**Discussion/Conditions follow:**

**Present: Eric, Morris Knowles, Inc., Surveyor**  
**Representing the plan in place of Troy Leighty, Surveyor for**  
**Morris Knowles, Inc.**

**Connie asked for two notary lines. One for each owner.**

1. The existing Parcel 57-04-00-0-137 (owned by the Thatchers) is designated as “Lot 2” in the original Thatcher Plan of Lots recorded at Instrument No. 200705210023518. The Existing Parcel 57-04-00-0-194 (owned by the Paulisicks) is designated as “Lot 1R” in the plan. Both parcels should retain the same numbers as indicated in the original Thatcher Plan.
2. The area to be removed from the Paulisick property and consolidated with Lot 2 in the original Thatcher Plan should be clearly labeled as “Lot 2A” to identify it as a separate area on the plan and the dotted line along the common boundary of Lot 2A and Lot 2 should be a little more pronounced.
3. As per Section 307(A)(8), the Statement of Purpose in Note 5 on Sheet 1 of the Plan should be revised to reflect the changes above:

“The purpose of this plan is to subdivide the area identified as Lot 2A from Lot 1R of Tax Map Parcel No. 57-04-00-0-194 (now or formerly owned by Robert & Carol Paulisick), for purposes of conveyance and consolidation with Lot 2 bearing Tax Map Parcel No. 57-04-00-0-137 (now or formerly owned by Robert & Paul Thatcher).”

4. The references to Lots 2A and 2B in the Chart on Page 1 should be revised to reflect the changes above;
5. Note No. 4 can be removed as the Westmoreland County SALDO does not apply;

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6. Note No. 6 can be removed from the plan as there are no apparent encroachments;
7. The location of the private driveway to the Thatcher parcel (57-04-00-0-137) should be shown on the Plan (Section 502.H.12);
8. The location of the public water line and the sewage facilities servicing the Paulisick parcel (57-04-00-0-194) should be shown on the Plan (Section 307.D.5);
9. A Form B “Non-Building/Side Lot Addition Waiver” for Lot 2A must be prepared and executed by the Owners and submitted to the Township for approval by the SEO and Supervisors;
10. Non-Buildable Nomenclature must be added to the Plan; and
11. A Revision Number and Date must be shown on the Plan.

**Motion made by Paul Holleran and seconded by John Durco to recommend approval subject to the conditions mentioned above.**

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

## **6. OLD BUSINESS**

### **1. SALDO DISCUSION**

**One of the sections that was proposed to be changed is the fee section of our SALDO. Some of the updates are to define what an application fee is, what review fees are, who our professional consultants are and how the township would submit itemized bills to developers. How will itemized bills be accepted by developers or disputed? There is a section in the proposed amendments to establish escrow accounts to cover additional charges for Land Developments. The PC would like to see the language used in Penn Townships SALDO sent to the Supervisors for approval.**

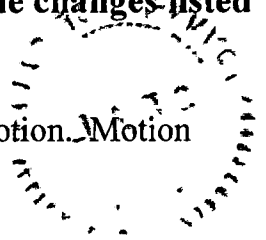
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Regarding second section, 501 that defines a land development, the PC would like to submit the Language directly from the MPC to define a land development and to remove the reference of accessory buildings for commercial use and limit that to accessory buildings including farm buildings on lot or lots subordinate to an existing principle building.

The definition of subdivision, lot line revision, side lot revision, major subdivision – remain unchanged. The PC would recommend modifying the last sentence of a minor subdivision to exclude more than one single family detached dwelling. They recommend removing the construction of a multi-family dwelling that would be more for commercial and remove commercial use. No changes to the removal and repeal of appendix B or any reference to the oil and gas regulations in the SALDO.

Motion made by John Durco and seconded by Paul Holleran to amend the proposed revisions to the Subdivision and Land Development Ordinance based on the changes listed above.

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



Motion made by Paul Holleran and seconded by John Durco to recommend these amended revisions to the Subdivision and Land Development Ordinance to the Supervisors.

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

This will be passed along to the Supervisors for review. They will schedule a public hearing. The public will be able to give testimony of what you agree with what you don't agree with. If there are additional comments, additional changes can be made. Fees will increase. Taxpayers have been subsidizing land developments. The fees have been so low that when land developments come in, our professional services are billing the township. The taxpayers are paying for it. Developers will be invoiced directly from the township and the developers will be covering the costs of their developments. This should have been done a long time ago.

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Motion made by Paul Holleran and seconded by John Durco to adjourn this meeting with the next regular meeting to be held on March 5, 2025 at 6:00pm if there is an agenda.

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

**Meeting adjourned 6:42pm**

**Respectfully submitted,**



**Kelly Otto**