

PLANNING COMMISSION MEETING  
\*\*MINUTES\*\*  
JULY 12, 2022

The Dallas Township Planning Commission held their monthly meeting on Tuesday, July 12, 2022 at 7:00 pm in the Administration Building located at 105 Lt. Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

**ATTENDANCE**

The following individuals were present: (**Chairman**) Jack Dodson, (**Members**) Charles Kishbaugh, Dan Jones, (**Solicitor**) William J. McCall, (**Twp., Engineer**) Thomas J. Doughton, (**Zoning Officer**) Russ Coolbaugh, (**Twp. Manager**) Martin Barry, and (**Secretary/Treasurer**) Tammy Miller. Marketing Consultant Amanda Faneck was at the Administration Building and set up Facebook Live to allow additional residents to participate in the meeting. There was no one in attendance via Go To Meeting/Phone. Nick Argot and Tom Holden from Borton Lawson, and Ira Fedder from Bassett Engineering.

**ABSENT:** (**Members**) Robert Besecker, Jr., and Daniel Mulhern

**Approval of Minutes and Treasurer's Report:**

D. Jones made a motion, seconded by C. Kishbaugh to approve the **Minutes** from June 14, 2022 Meeting and **Treasurer's report** from June, 2022. Motion carried.

**MU SPORTS DOME PROJECT** – Nick Argot from Borton Lawson was representing on behalf of MU. Argot said, we were here two (2) months ago and we've been addressing Tom Doughton's comments. There are a few outstanding items that we need to work through as of yet. One of the discussion items at the last meeting was in regards to parking. We added three ADA parking spaces adjacent to the Dome and there was a discussion on if general parking should be provided.

Nick stated, after the last meeting he talked with the University on how they plan on using the Sports Dome. The size of the sports dome doesn't allow for spectators and having to place bleachers inside the dome. Also, there was talk about having graduation ceremonies in the dome. Typically, they use the football field or for inclement weather they use the Anderson gym. Other than that, he doesn't see anything beyond intramural sports; like in having a real game or anything; it would just be for practice. Solicitor McCall asked is there a requirement for a building of this size, is there a minimal number of parking spaces that must be provided? N. Argot in the ordinance it's considered he believes is recreational. There's a parking requirement, but doesn't remember what that is off hand. Solicitor McCall said you'll have to comply with that. Either by showing us another element of this development or showing what other excess parking you would have available that might satisfy the requirement. N. Argot stated we can show it that way. That's why I wanted to show you this plan here, it's slightly outdated, but it shows the parking across the full campus and what parking is dedicated for what buildings. You can see here, the baseball field, football field, etc., none of those facilities have dedicated parking. The population of the campus isn't increasing due to the field. If you were adding classroom space or a new dorm room that could impact the campus population and in turn impact the parking requirement. Solicitor McCall said he sympathizes with that. The question still becomes, what are the required number of parking spaces that must be provided to accommodate this construction. N. Argot said he did work out the parking count it was thirty (30) to forty (40) parking spaces. I thought that's all that would be needed for the sports dome, so he will take a look at the campus as a whole and do something similar with an updated plan. Chairman Dodson asked Zoning Officer, Russ Coolbaugh if he knew how many were required. R. Coolbaugh stated, he did calculate it, but didn't know off hand. It was mentioned that he could work with the zoning officer to determine how many parking spaces will be needed and what the limitations might be. He said he will work with R. Coolbaugh on it. N. Argot said he would like to go through some of the remaining comments from Tom's review dated July 8 2022. We're still working to address the sewage planning for the project. He stated he has an application mailed into the township to get signed and once that is returned, he will submit it to DEP. The NPDES Permit is still outstanding; we have the admin incomplete, but haven't received the technical comments yet for the NPDES Permit. The financial security and the developer's agreement, that will

come towards final plan approval. Plans were sent to the fire chief for review on April 29, 2022. He hasn't received anything, but will follow up with that. The O&M agreement, that will be addressed more towards final plan approval. Tom mentions a review by the zoning officer. Nick asked Tom if there was anything he may have missed. Tom said no, you mentioned the agreements: Developer's agreement, Storm Water Management System Easement agreement, and the Storm Water O&M agreement. Solicitor McCall said he prepared an easement agreement and submitted it in the mail. N. Argot said yes, he received it. The last thing to review is the 90 days will expire, before the next Planning Commission meeting. N. Argot said he has a letter to grant an extension to November 8, 2022 to the Planning Commission. Solicitor McCall told Nick it needs a signature by the applicant. Nick stated he will have it to Tammy by tomorrow.

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**MU PAYNE BLDG. RENOVATION PROJECT** - will hold off until next month. Waiting on DEP Mailer.

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**GEISINGER CLINIC EXPANSION PROJECT** – Tom Holden from Borton Lawson was representing on behalf of Geisinger Clinic. We were here last month, since then we've received county comments yesterday. They are proposing to put approximately 4,560 SF to be added on the NE side of the building, where the other addition on the SW side of the building will be approximately, 360 SF and will be expanding the parking in the NE corner to accommodate the expansion. T. Holden stated he received County comments yesterday (July 11, 2022). We are awaiting signatures for the DEP Planning Module. LCCD approved the E&S Plan; we received the letter today. The existing O&M Agreement will be modified from the infiltration system; which will be provided prior to Final Approval. We did get a letter back from the fire chief, we will submit that in the next submission. Executing agreements that will come prior to Final Plan approval. Solicitor McCall asked what is outstanding as of now. T. Doughton stated **outstanding items** are: **DEP Planning Module Letter from DAMA and WWSA, financial security** for Final Plan Approval and the **engineers estimate** for construction, so we can develop a escrow inspection schedule. If you want to, to make things a lot easier for us, is if you amend the original storm water O&M Agreement. T. Holden asked if anyone had any questions or concerns. There were none. They will return next month.

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**FELLOWSHIP CHURCH** – “SKETCH PLAN” for parking. Ira Fedder from Bassett Engineering was presenting on behalf of Fellowship Church. I. Fedder stated I am introducing a proposal for a parking expansion at Fellowship Church. It will be approximately 34,000 SF at the site. We have a previously conditional approval for a land development job and subdivision on the site. Solicitor McCall questioned the conditional approval. I. Fedder said yes, it was for a building expansion in the center of the site they added a 10,000 SF ... I the middle. T. Doughton stated that is long over; they had final inspection. Fedder said okay. Solicitor McCall sked all documents submitted? Doughton replied, yes, all conditions were met. This project has been done for the past year and a half to two years now. Solicitor McCall asked do we have the “as built?” Doughton replied yes. I. Fedder said he is not sure if this would count as an addendum to that approval. Solicitor McCall said, explain it to us and we can determine it.

I. Fedder said what exists on the site now is a grass lot to the eastern site and we are proposing to install an asphalt parking lot over the grass lawn at the Northside of the site and then at the rear of the existing buildings. To gently slope in site, we will put a slope parking lot above and then a secondary parking lot below. The existing pavement along the inside of the building where we're going to connect to; the site storm water currently drains from the building, enters a swale and enters an existing storm water management pond that was installed as part of that land development approval that was referred to earlier. We propose to cover that up and pipe and then we will install infiltration basins in both the upper and lower parking lots. We plan to install whitening in both the top and bottom parking lots. Islands will not be included, we will be striping, no concrete islands, there will be curbing along the southside of both parking lots. There is an existing septic in the upper parking lot that will be demoed and filled in or abandoned. There is an existing water well at the lower parking lot that is planned to be kept. We will be applying for the E&S approval here, shortly. We hope to have them in hands before coming back for preliminary approval. That is the extent of our proposed improvement of the site. We will be applying for the storm water management application shortly. Doughton said to reach out to DAMA, they are the SEO for Dallas Township.

Solicitor McCall asked you will be filing a formal Land Development Application? I. Fedder replied yes. Solicitor McCall asked what it is zoned. Doughton said A-1. Solicitor McCall told him he may want to check with the zoning officer to see what you may need in order to convert. You may not be able to convert it in an office operation. I. Fedder said he will look into all of that before coming back. Solicitor McCall said we will need easement agreements to have access to the facility in the event that anything goes wrong involving the new areas that you are incorporating to that contention basin. I assume we now have an easement agreement from where the other existing parking areas are? I assume that transfers the water to the existing basin? Doughton said I recall the basin was sized in the conjunction of the future of projects. I. Fedder stated this is additional impervious surface and that's why were proposing additional infiltration basins to add to what's existing to storm water. I. Fedder stated we had good returns on the infiltration capacity and is sure to have good infiltration at the site. He said he will be preparing for an NPDES Permit as well, it being over an acre. Hopefully, that will all be submitted before coming back in. We are planning on delivering documents to you at the end of July to be ready for the August meeting.

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Chairman Dodson asked if anyone had anything else for the Planning Commission. Twp. Mngr. M. Barry asked if anyone had a chance to review the last draft of the SALDO or have any comments? Chairman Dodson said we are good. M. Barry said okay, we will be sending it to the third party on July 15<sup>th</sup>.

**CITIZEN'S COMMENTS:** No Public Comments.

*Next Meeting August 9, 2022 at 7pm.*

**ADJOURN:**

C. Kishbaugh made a **Motion to adjourn**, seconded by Dan Jones and carried.  
The Meeting adjourned at 7:50 pm.

Respectfully submitted,

*Tammy L. Miller*

Tammy L. Miller, Secretary-Treasurer