Planning Commission
Schuylkill County
MINUTES – March 12, 2025

Commission Members Present: John Malinchok, Chairman; David Briggs, Vice Chairman; Bob Lettich, Secretary; Gary Bender; Jesse Fey; David Sattizahn

Commission Members Absent: Nicholas Boyle; Joseph Palubinsky; Travis Smeltz

Press Attending: None

Guests: Karen Lombardo; Jim Lombardo; Lynn Grove; Dan Grove; Robert O'Neill; Ralph Thomas; Melinda Deibert

Staff Attending: Susan Smith, Planning Director; Shelby Hostetter, Esq, Assistant County Solicitor

Reviewing Engineers: Lisa Mahall, P.E.

*attended via ZOOM

The monthly meeting of the Schuylkill County Planning Commission was called to order by John Malinchok on Wednesday, March 12, 2025 at 6:00 PM. This meeting was held in person along with a virtual option using ZOOM.

CHANGES TO AGENDA

None

PUBLIC COMMENT

Malinda Deibert, North Manheim Township, spoke to the Planning Commission about volunteering her services to help update the county's zoning ordinance pertaining to warehouses & logistics facilities.

APPROVAL OF MINUTES

The minutes of the regular Planning Commission meeting held on February 12, 2025 was approved by the Planning Commission.

MOTION: On the motion of Mr. Fey, seconded by Mr. Sattizahn, the Planning Commission unanimously approved the minutes of the February 12, 2025 Planning Commission Meeting.

EXTENSION REQUESTS

None

COUNTY SUBDIVISION AND LAND DEVELOPMENT PLANS

Three plans were submitted to the Planning Commission.

PRELIMINARY/FINAL MINOR SUBDIVISION PLAN OF LANDS OF LANDS OF LARRY R & LORI A HEIM

Eldred Township
10-07-0089.000
10-07-0090.000

MOTION: On the motion of Mr. Lettich, seconded by Mr. Fey, the Planning Commission unanimously granted Final Plan Approval.

SUBDIVISION FINAL PLAN OF ANNEXATION – RICHARD A & DONNA F KROH & MARK H KROH

Porter Township
22-10-0030.000
22-10-0036.000

MOTION: On the motion of Mr. Bender, seconded by Mr. Sattizahn, the Planning Commission granted Conditional Final Plan approval until June 11, 2025.

- A Deed of Annexation must be submitted to the County Planning Office for review and approval by the Schuylkill County Planning Commission's Solicitor prior to final plan approval (Section 404.D). All deeds must include specific language as required in Section 404.D. Examples of deeds can be found on the County Planning website under "Subdivision and Land Development". Please note that per County policy, the Planning Commission Solicitor is afforded at least one (1) week for review of submitted documents.

ANNEXATION FINAL PLAN FOR JOAN N SNYDER

Gordon Borough
46-03-0010.001

MOTION: On the motion of Mr. Briggs, seconded by Mr. Lettich, the Planning Commission unanimously granted Final Plan Approval.

CONSIDERATION OF FINANCIAL SECURITY RELEASE

None

ACT 247 REVIEWS

PLAN REVIEWS

County staff reviewed 7 plans for the February Planning Commission meeting cycle.

1. Preliminary/Final Subdivision Plan for Richard H. Williamson & Robert E. Koppenhaver, Hubley Township
2. Final Subdivision & Land Development Plans for MBC Carlisle, LP Indian Rock Landing, North Manheim Township
3. Final Land Development Plan Aaron Driesbach 1284 Centre Turnpike, West Brunswick Township
4. Preliminary Final Plan of a Minor Subdivision for Joanne M. Dillman, West Penn Township
5. Seiders Hill Phase 3 Revised Plan of Record, North Manheim Township
6. Preliminary Land Development Plans for Carmelo Valenti Storage, West Brunswick Township
7. Rennick Annexation, Saint Clair Borough

MOTION: On the motion of Mr. Sattizahn, seconded by Mr. Briggs, the Planning Commission unanimously approved the Municipal Plan Reviews.

ORDINANCE REVIEWS

None

ACT 537 REVIEWS

None

PROJECT REVIEW LIST

The Planning Commission members reviewed the February Project Review Report.

ZONING REPORT

The Zoning Report for the month of February was reviewed by the Planning Commission.

MOTION: On the motion of Mr. Lettich, seconded by Mr. Briggs, the Planning Commission unanimously accepted the Zoning Report.

	February	**Year To Date**
Number of Permits Requested	17	22
Total Fees Collected	$1340	$2090

PLANNING DIRECTOR'S REPORT

Ms. Smith distributed a letter that she will be implementing moving into the new month to engage the municipalities in subdivision & land development plan review. In addition, she informed the Planning Commission that she has two virtual meetings scheduled to review technical comments with applicants and their representatives. To start off she is only going to be doing these will only occur for Land Development Plans and Major Subdivision Plans.

Ms. Smith also talked to the Planning Commission about the Summit that is being held the following day. The current registration stands at 140 individual registrations. That includes 35 of the 67 municipalities or 52.2% of the municipalities, 49% of those who are registered are municipal officials.

NEW BUSINESS

None

ADJOURNMENT

There being no further business to discuss, on a motion by Mr. Fey seconded by Mr. Briggs, the meeting was adjourned. The next scheduled meeting date is April 9, 2025.

Attest: _____

Secretary: _____