

Exeter Borough Planning Commission Meeting

Thursday July 30, 2026

6:00 p.m.

AGENDA

Call to Order

Pledge of Allegiance

Roll Call - Rudy Forlenza, Chairman

Rudy Forlenza, Chairman
Gene Molino, Solicitor
Harold Ash, PennEastern Engineers
Dave Balent
Lori DeAngelo
Tony Doblovasky
Caleb Graham
Carmen Mauriello
Lindo Sabatini

Approve April 30, 2026 Meeting Minutes

AGENDA

1. Question of Borough Review/Permitting Requirements of AT&T's Gigapower/ Luck Grove Telecom subcontractors and Verizon/Pike Telecom & Renewables, LLC subcontractors Fiber Optic Installation Plans in Exeter Borough.
2. First Review of Orion Enterprises LLC Minor Subdivision at Northwest Intersection of Slocum Avenue & Old Exeter Ave, Mr. Todd Distasio, Reilly Engineering.
3. Review Response #4, request to update the application status for Conditional Approvals for Exeter Commons Major Subdivision and WAWA Land Development Project for Wyoming Avenue Development Group, LLC, Mr. Casey Cawley, Reilly Engineering.
4. Discussion of Anticipated Major Subdivision Application at Packer Avenue/ Pagnotti Properties, American Land Development Corporation Development. (First Review anticipated August 27, 2026 Planning Commission Meeting)

Public Comment

Adjourn

EXETER BOROUGH
MINOR LAND DEVELOPMENT APPLICATION

APPLICATION NO. _____ OF _____

1. **APPLICANT**

NAME: REILLY ASSOCIATES, C/O TODD A DISTASIO, PLS
ADDRESS: 49 SOUTH MAIN STREET, SUITE 200, PITTSTON, PA 18640
PHONE: 570-654-2173 (OFFICE)
570-362-0964 (CELL)

2. **OWNER OF RECORD**

NAME: ORION ENTERPRISES LLC
ADDRESS: 706 SUSQUEHANNA AVE
WEST PITTSTON, PA 18643
PHONE: _____

3. **REGISTERED SURVEYOR/ENGINEER**

NAME: REILLY ASSOCIATES, C/O TODD A DISTASIO, PLS
ADDRESS: 49 SOUTH MAIN STREET, SUITE 200, PITTSTON, PA 18640
PHONE: 570-654-2173 (OFFICE)
570-362-0964 (CELL)

4. **LOCATION/ADDRESS OF PROPERTY TO BE DEVELOPED:**

NORTHWEST INTERSECTION OF SLOCUM AVE &
EXETER AVE (OLD)

COUNTY TAX MAP DESCRIPTION:

MAP D11S1 BLOCK A LOT NUMBER 21
D11S1 5 1

6. LINEAR DIMENSIONS OF LOT AND TOTAL AREA (SQUARE FEET AND ACREAGE).
LOT A 184.34 X 24.75 X 519.98 X 274.82 X 199.64' X 251.11' X 615.19' (5.35 ACRES)

LOT B 352.09 X 615.19 X 251.23 X 460.44' X 184.68 (4.07 ACRES)

7. ZONING DISTRICT(S) IN WHICH THE PROPERTY IS LOCATED:
R2, B2, C1

8. PROPOSED TYPE OF SEWAGE DISPOSAL:
PUBLIC

APPROPRIATE DEP SEWAGE PLANNING MODULE IS REQUIRED IN ACCORDANCE WITH THE GOVERNING REGULATIONS OF THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

9. HAS THE ZONING OFFICER REVIEWED THE PROPOSED DEVELOPMENT ?
☐ YES ☒ NO

BASED UPON THE ZONING OFFICER'S REVIEW, WILL ANY VARIANCES BE REQUIRED UNDER THE EXETER BOROUGH ZONING ORDINANCE?

☐ YES ☒ NO

IF YES, SPECIFY THE REQUIRED VARIANCES PER THE DECISION OF THE ZONING OFFICER.

10. IF APPLICABLE, ATTACH SEPARATE NARRATIVE WHICH DESCRIBES ALL EXISTING USES AND STRUCTURES LOCATED UPON THE SITE. PLAN MUST ILLUSTRATE THE LOCATION AND DIMENSIONS OF EACH WITH THE SETBACK DISTANCES FROM ALL PROPERTY LINES. NO EXISTING STRUCTURES, PRESENT LAND USE - VACANT

11. ATTACH SEPARATE NARRATIVE, WITH SUFFICIENT DETAIL WHICH DESCRIBES PROPOSED NEW DEVELOPMENT UPON THE SITE. THE PLAN MUST ILLUSTRATE THE AFOREMENTIONED INFORMATION INCLUDING THE LOCATION AND DIMENSIONS OF EACH WITH THE SETBACK DISTANCES FROM ALL PROPERTY LINES.

PROPOSED IMPROVEMENTS, IF APPLICABLE.

- F. ANY OFFERS OF DEDICATION FOR STREETS OR OTHER REQUIRED PUBLIC IMPROVEMENTS.
- G. THE COMPLETED COPY OF THE APPLICABLE HIGHWAY OCCUPANCY PERMIT.
- H. A COMPLETE LISTING OF ALL PUBLIC UTILITY COMPANIES INTENDED TO SERVICE TO THE LOTS WITHIN THE LAND DEVELOPMENT AND A LETTER FROM EACH APPLICABLE UTILITY COMPANY INDICATING THAT SAID COMPANY CAN AND SHALL ADEQUATELY SERVE THE LOTS WITHIN THE PROPOSED LAND DEVELOPMENT, INCLUDING ANY CONDITIONS REQUIRED FOR THE PROVISION OF SERVICE.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED WITHIN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I FURTHER AGREE TO DIRECTLY PAY FOR ALL CONSULTING FEES INCURRED BY EXETER BOROUGH FOR THE REVIEW AND INSPECTION OF THIS APPLICATION AND ACCOMPANYING PLANS AS SO REQUIRED AND DIRECTED BY EXETER BOROUGH. SAID PAYMENT WILL BE MADE IN FULL WITHIN 30 DAYS FROM BILLING DATE INDICATED UPON THE INVOICE.



SIGNATURE OF APPLICANT/DEVELOPER

4/8/26

DATE

SIGNATURE OF OWNER

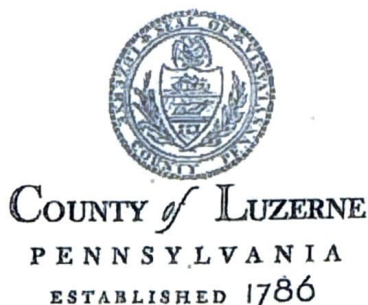
DATE

THE INDIVIDUALS SIGNING ABOVE, OR THEIR DESIGNATED REPRESENTATIVE LISTED BELOW, MUST ATTEND THE EXETER BOROUGH PLANNING COMMISSION MEETING TO DISCUSS THIS APPLICATION AND TO RESPOND TO ANY QUESTIONS. FAILURE TO DO SO MAY RESULT IN DISAPPROVAL OF THE PROPOSED LAND DEVELOPMENT PLAN.

DESIGNATED REPRESENTATIVE:

- A. NAME: Reilly Associates (Todd Distasio)
- B. ADDRESS: 49 S Main St Pittston PA 18640
- C. PHONE NUMBER: (570) 362-0964

LUZERNE COUNTY
Planning and Zoning Department
Daniel G. Reese, Director
Email: daniel.reese@luzernecounty.org
Phone: 570.825.1566
Fax: 570-825-6362



LUZERNE COUNTY
COUNTY MANAGER
ROMILDA P. CROCAMO, ESQ

JUL 21 2026

Exeter Borough Planning Commission
Carl Alber, Zoning Officer
1101 Wyoming Avenue
Exeter, PA 18643

Dear Mr. Alber:

We have reviewed the Orion Enterprises LLC Subdivision in Exeter Borough and have the following comments:

1. We have not received copies of the current deeds to verify ownership or lot size.
2. Add a general note referring to highway occupancy permits.
3. Indicate who owns and maintains all surrounding roadways.
4. Indicate the use of the proposed building.
5. Show building setback line measurements on Page #3.
6. Include the address on the adjacent dwelling.
7. Structures appear to be built over property lines or on the wrong property.
8. List any waivers and variances and the date obtained.
9. Indicate the pages to be recorded.

Yours truly,


Kyle Long
Subdivision Administrator

KL/kw
2026SUB0095 R
CC: Scott Novatnak, DEP



1170 Highway 315, Suite 3, Wilkes-Barre, PA 18702
570.285.8200 570.285.8201
barryisett.com

July 21, 2026
Project #335526.001-50RVMS

Mr. Daniel Reese, Director
Luzerne County Planning/Zoning Department
Penn Place
20 North Pennsylvania Avenue, Suite 208
Wilkes-Barre, PA 18711

RE: LUZERNE COUNTY SUBMISSION 2026SUB0095R
Orion Enterprises LLC. Subdivision
Exeter Borough, Luzerne County, Pennsylvania
Minor Subdivision Plan Review

Dear Mr. Reese:

Barry Isett & Associates, Inc. (Isett) has reviewed the above-referenced subdivision submission for compliance with the Exeter Borough Subdivision and Land Development Ordinance (SALDO) dated September 25, 2012, and with general engineering practice.

The purpose of this subdivision is to reconfigure two existing lots. A building and parking lot are proposed on one of the lots. The project is in the R-2 Two Family Residential, C-1 Conservation, and B-2 General Business Districts of Exeter Borough, Luzerne County.

Based upon our review, the following comments are offered for your consideration.

1. The plan shows a proposed building and parking lot on Sheet 3. This qualifies as a land development, per SALDO §203. The plans should provide sufficient details to address all SALDO and Stormwater requirements. This plan should be resubmitted as a land development/subdivision plan or remove Sheet 3 from the current set plan to avoid confusion and submitted as a separate sketch plan to the Borough.
2. Any requests for modification or waivers should be submitted in writing and should be accompanied and noted on the plan per SALDO 107.2.
3. The appropriate planning module should be prepared, submitted to the Borough, and approved by DEP per SALDO §304.d and §506.k.
4. The total tract size should be expressed in square feet, as well as acreage per SALDO §505.6 and §505.8.
5. The location, type, material, and size of all monuments and lot markers on all lots should be provided per SALDO §505.7.
6. The location and dimensions of all existing structures and accessory structures should be shown on the plan per SALDO §505.11.
7. There are existing structures shown on the plans that should have distances to lot lines provided per SALDO §505.12.

8. Include all existing and/or proposed easements with location, dimensions, and purpose on the plan per SALDO §505.20.
9. An approved Highway Occupancy Permit should be provided for the existing driveway located on Proposed Final Lot A on Slocum Ave (PA State Route 1010) per SALDO §506 (d).
10. A letter of commitment from Exeter Borough Council or Wyoming Valley Sanitary Authority for sewer service should be provided for the proposed building per SALDO §506(e).
11. A willingness to serve letter should be provided by any other required public utilities per SALDO §506(f).
12. The following note should be added to the plan per SALDO §507.6: Highway Occupancy Permits are required for access to roads under the jurisdiction of the PA DOT pursuant to the State Highway Law (P.L. 1242, No. 428, §420).
13. The following note should be added to the plan per SALDO §507.7: The Developer and/or the lot purchaser(s) assumes full responsibility for obtaining any local, state, and federal permits and/or approvals relating to wetlands. Approval by the borough planning commission shall not in any manner be constructed to be an approval of compliance with statutes or regulations relating to wetlands. Exeter Borough shall have no liability or responsibility for the same to the developer or purchaser(s).
14. Legal Descriptions should be provided for both Proposed Final Lot A and Proposed Final Lot B.
15. A Lot Closure Report should be provided for Proposed Final Lot A and Proposed Final Lot B.
16. Ownership of the garden beds, fence, and shed shown in the site plan detail on page 2 should be verified as they cross the property line of Orion Enterprises and Timothy and Laura Sarnak.
17. The Zoning Officer should verify the Zoning information on the plan.
18. Original signatures and notarial seals should be provided prior to the approval of Final Plan.
19. The original seal and signature of the surveyor should be provided prior to approval of the Final Plan.

These comments are made with the understanding that all features are accurately displayed on the submitted plans and that they comply with all current laws, regulations, and currently acceptable professional land surveying and engineering practices. This is not a comprehensive list, and other comments may be added as additional information becomes available or should the information change.

Please do not hesitate to contact me at 484-346-7604 if you should have any questions regarding this letter.

Sincerely yours,

A handwritten signature in blue ink that reads "Bradley D. Smith". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Bradley D. Smith, PE
Professional Engineer
Barry Isett & Associates, Inc

AM

\\biaces.com\work\Projects\2026\335526.100_Luzerne_County_Minor_Subdivision_Review\001_Minor_Subdivision_Reviews\50_0095A_Orion_Enterprises_LLC-Minor\Reviews_Observation\2026-07_Submission_01\Review\20260706_Orion_Enterprises_LLC_AM.docx

July 17, 2026

Exeter Borough
1101 Wyoming Ave
Exeter, PA 18643
Attn: Amy Huntington, Borough Manager

Re: Wyoming Avenue Development Group, LLC
Exeter Commons
Preliminary/Final Major Subdivision Plan – Review Response 4
Exeter Borough, Luzerne County

Ms. Huntington,

An electronic copy of the following items is included for the above referenced project:

1. Major Subdivision Plans, revised June 19, 2026
2. Deed of dedication – Veterans Way
3. Sewage Planning Approval
4. NPDES Permit Approval PAC 400 338
5. HOP Permits
6. Traffic Impact Study (submitted electronically only)
7. PPL review approval
8. PAAWC application for Public Fire Hydrant

In response to the Borough Engineer's comment letter of July 30, 2025, please find our responses to your comments in ***bold italics*** below. New responses are provided in ***red bold italics***.

1. 402.6M – Items 1 through 3 must be addressed. In particular, details of the proposed sewer connection to the existing system must be provided for approval. Proposed fire hydrants must be addressed, including any proposed on-site hydrants. The locations should be reviewed and concurred to by the Borough's Fire Chief. **Comment remains for Fire Chief's review of proposed hydrant placement.**
Response: The plans have been reviewed and approved by the Fire Chief.
2. 402.7C – Any existing or proposed deed restrictions and protective covenants that apply to the subdivision must be provided and also referenced on the plan. (also 407C) **This must be completed prior to Final Plan approval.**
Response: There are no proposed deed restrictions or protective covenants.
3. 402.7D – All proposed offers of dedication and/or reservation of rights-of-way and land areas with any conditions attached must be provided and referenced on the plans. (also 407D) **This must be completed prior to Final Plan approval.**



Response: All proposed offers of dedication and/or reservation of right-of-way will be completed prior to Final Plan approval. The deed of dedication is included with this submission for review by the Borough.

4. 402.7H – PA DEP sewage planning must be completed. **Comment remains.**

Response: Sewage Planning approval is included with the response.

5. 402.7J – Soil Erosion & Sedimentation Control Plan Approval is required, along with the required NPDES Permit. (also 407I) **Comment remains.**

Response: The E&S plan and NPDES permit has been approved and is included with this submission.

6. 402.7N – If there are no current Borough or State drive permits, as the case may be, for the subject lots, then the permits will need to be obtained. Alternatively, deed restrictions will be required that will necessitate providing the required permits for the drives when any of the planned lots are conveyed for any reason beyond the subject subdivision, for any change of use of any of the subject lots, or for any development on any of the subject lots. In addition, a note must be provided on the plan stating the same. (also 407H) **Comment remains for PA DOT HOP.**

Response: The PennDOT HOP application for High Volume Driveway (Veterans Drive) and a permit for the installation of sanitary sewer and stormwater connections in Wyoming Avenue are pending and will be provided upon receipt. Note the following status of the outstanding permit applications:

- ***The High Volume Driveway application, No. 373775 is in its 6th review cycle. The remaining comments are:***
 - 1) ***Permit cannot be issued until all linked permits are issued.***
 - 2) ***Use of Form M-950K or M-950KI is required when a bond is acceptable security. The form may not be changed, and PennDOT must be the obligee under the bond. Provide the multimodal grant associated with this funding.***
 - 3) ***Permit processing, review, and inspection fees are required. A check/money order or a payment by credit card must be submitted.***
 - 4) ***Prior to issuance you need to supply one full size paper copy of the approved drawings to the District Office for the field inspector's use during construction. This comment serves as a reminder, please wait to supply the full size paper copy until the drawings have been approved by the District Office.***
- ***The utility connection permit, No. 378647, the remaining comment is:***
 - 1) ***This permit application is to be issued simultaneously with applications 373775 and 378646.***
- ***All other HOP permits for intersection improvements and traffic signals have been issued and are included. They are as follows:***
 - a. ***Permit No. 2163***



- b. Permit No. 6952*
- c. Permit No. 6953*
- d. Permit No. 6958*
- e. Permit No. 40027*
- f. Permit No. 40134*
- g. Permit No. 40143*
- h. Permit No. 04074140 (Application No. 378646)*

7. 402.7T – A traffic impact analysis, approved by PA DOT, must be provided for concurrence by the Borough Planning Commission and Borough Engineer. **Comment remains.**

Response: A traffic impact analysis, approved by PennDOT, is included with this response.

8. 402.7W – A Development Agreement, notarized and signed by the developer is required, after such an agreement is reviewed and concurred to by the Borough Solicitor, as assisted by the Borough Engineer. **Comment remains. We will assist on this item, as necessary. We are not aware of and have not been provided with any proposed draft development agreement for review and comment.**

Response: A developer's agreement is being negotiated with the Borough and upon completion, will be provided with applicable signatures.

9. 402.7X – Any agreement or escrow that may be required by the Planning Commission, relative to reimbursement to the Borough by the developer for review costs, must be addressed. **Comment remains.**

Response: The comment has been acknowledged. Any agreement or escrow required by the Planning Commission will be addressed.

10. 406.A16 – The name, address, license number, seal and signature of the surveyor responsible for the plan must be provided on the plan. **Comment remains.**

Response: The signature block for the surveyor responsible for the plan will be signed prior to final plan approval.

11. 407.Q – The requirements of this section, related to final as-built plans and release of funds, must be agreed to within the development agreement and noted on the final plan. **Comment remains for inclusion in the Development Agreement.**

Response: The requirements of Section 407.Q have been added as Note 23 on Sheet 2. Final as-built plans will be provided to the Borough upon completion and included in the development agreement.

12. 407.R – The following items must be addressed.

- 1. The SWM report must demonstrate how the proposed improvements will address the requirements of the Hick's Creek Watershed, as contained within the Borough's Stormwater Management Ordinance. **Comment remains. A waiver is being requested for having to provide a basin liner and specific regulated discharge**



from the basins. We will recommend granting the waiver(s) subject to our continued review of the stormwater management system.

Response: Waiver has been approved by the Borough Planning Commission.

2. The issue of ownership, along with long-term operation and maintenance responsibilities, for the roadway improvements, sanitary and storm sewer system, and stormwater management system improvements must be addressed for an alternate to the Borough ownership in the case where the Borough does not accept dedication of such improvements/facilities. **This matter will be held to Final Plan review/approval, as may be necessary.**

Response: Comment acknowledged.

3. The Ownership Statement must be properly executed by the owners of the subject properties. **Comment remains for Final Plan Approval.**

Response: The ownership statement will be properly executed prior to final approval.

4. The Notarization must be properly executed on the plan. **Comment remains for Final Plan Approval.**

Response: The notarization will be properly executed prior to final approval.

5. The Engineer's seal, signature and date of signature must be placed on the plan. **Comment remains.**

Response: The Engineer's seal, signature, and date of signature will be provided prior to final approval.

6. We defer any zoning matters, not specifically noted within these comments, to the Borough Zoning Officer. The Planning Commission should receive confirmation from the Zoning Officer that no such matters are outstanding, prior to granting any unconditional approval of the subject subdivision. **Comment remains.**

Response: Comment acknowledged.

7. We recommend that all comments provided by the Luzerne County Planning Commission and Engineer be addressed by the Applicant or the Applicant's Surveyor and/or Engineer, as applicable, prior to granting any unconditional approval of the subject subdivision. We request that all responses to the Luzerne County comments be addressed to Exeter Borough Planning Commission and copied to the undersigned for our office's review. No further submittals to the County are necessary. **Comment remains. The following comments for the county remain from the borough.**

Land Development - LCPC

Item 4. Comment remains. The HOP Plans must be included in the land development plan set for Final Plan recording.

Comment acknowledged.

Major Subdivision Plan and Land Development – Luzerne County Engineer

Item 19 – A waiver has been requested for the Shade Tree requirement.



Item 33 – A waiver has been requested for the Landscaping Plan requirement.
Item 37 – Comment is addressed in Borough Engineer Comment 8. A draft development agreement has been provided for borough review.
Item 46 – Comment is addressed in Item 19. Shade Trees will be discussed with the Planning Commission. A waiver has been requested for this section.
Response: All wavier requests have been approved by the Borough Planning Commission.

Major Subdivision Plan – Luzerne County Engineer

Item 77 – A waiver has been requested for concrete curbs in lieu of granite curbs.
Item 79 – The proposed roadway is along the northern property line. The PPL right-of-way is between the roadway and the residential district. Landscaping is not permitted within the PPL right-of-way.
Response: All wavier requests have been approved by the Borough Planning Commission. PPL approval is included with this response.

8. Prior to the planning Commission's execution of the plan approval, all review fees must be paid to the Borough by the Applicant. **Comment remains.**
Response: Comment acknowledged.

A portion of the project encroaches on the PPL right-of-way along the northern property line. Approval of the proposed work in that area from PPL is included with this submission.

Pennsylvania American Water Company requires the Borough to apply for the installation of fire hydrants on a public roadway. Three hydrants are proposed as part of this project and the locations and types have been reviewed and approved by the Borough Fire Department. The application for public fire hydrant is included with this submission for the Borough's consideration. Please review and execute the application and return to the applicant for submission to Pennsylvania American Water Company. If you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

REILLY ASSOCIATES

Casey Cawley

Encl.

C: Wyoming Avenue Development Group, LLC (via email)
Harold Ash, PE, PennEastern Engineers, LLC (via email)
Pete Zaharchuk, Summit Realty Advisors, LLC (via email)