Barrett Township
Planning Commission Meeting Minutes
June 3, 2025 – 5:30 P.M.

A meeting of the Barrett Township Planning Commission was held on Wednesday June 3, 2026, at the Administrative Offices on Route 390 in Cresco, PA. The Planning Commission members joined with Attorney Deborah Huffman met at 5:30 PM.

Present: Patti O'Keefe, Peter Pipolo, Ralph Megliola, Andrew Price, Deborah Huffman, Nichole Irvin, and members of the public.
Absent: Brick Linder

Patti O'Keefe called the meeting to order at 5:30 PM and led the room with the Pledge of Allegiance.

Patti O'Keefe opened the meeting to public comments on the agenda items as well as public comments on applications. There were no public comments on the agenda items.

Approval of Meeting Minutes
Patti O'Keefe made a motion to approve the December 3, 2026, Planning Commission Meeting Minutes. The motion was seconded by Ralph Megliola. All members voted aye and the motion carried.

Reorganization:
Deborah Huffman, Planning Commission Chair opened nominations for chairperson.

- Andrew Price made a motion to nominate Ralph Megliola as Chair. Patti O'Keefe made a motion to nominate Brick Linder as chair. Ralph, Andrew, and Peter voted aye for Ralph and the vote closed electing Ralph Megliola as chair of the Planning Commission.
- Ralph Megliola made a motion to nominate Patti O'Keefe as Vice Chair. The motion was seconded by Andrew Price. All members voted aye and the motion carried.
- Ralph Megliola made a motion to nominate Andrew Price as Secretary. The motion was seconded by Patti O'Keefe. All members voted aye and the motion carried.
- Ralph made a motion to set the time of the Planning Commission meeting to 6:30pm on the first Wednesday of each month. The motion was seconded by Patti O'Keefe. All members voted aye and the motion carried.

Non-Agenda Correspondence
- Ralph Megliola noted there was none.

New Business
- Ralph Megliola noted that PC Reorganization took place.

Old Business
- Ralph Megliola made a motion to continue tabling the Green Gables Land Development plan. The motion was seconded by Patti O'Keefe. All members voted aye and the motion carried.

Sketch Plans:

- A sketch plan, presented by Tighe Meckes with Keystone Engineering for a proposed 20,000 sq. ft. indoor shooting and recreation facility on a 7.5-acre site on Route 390 was reviewed, covering zoning, parking, buffer yards, and permitting considerations.
    - The site currently has a single-family home, existing driveway, garage, on-lot septic, and well.
    - Proposed facility includes an indoor gun range, archery range, and a session/retail area.
    - Requires a low-volume driveway permit from PennDOT and a NPDES permit from DEP for disturbance over one acre
    - **Sidewalks**: It was noted that Advanced Code provided a Zoning review of the sketch plan which cited a sidewalk requirement. Ralph Megliola and other PC members suggested to the applicant that a variance to that provision of the ordinance be requested.
    - **Parking**: It was noted that the zoning ordinance parking table did not have a directly comparable use for an indoor shooting range, so the closest comparable use identified is a recreational or athletic facility requiring 1 space per 200 sq. ft. totaling 100 spaces for a 20,000 sq. ft. building. The applicant proposed 54 spaces. The planning board noted that a zoning variance would be required for any reduction of the parking requirement.
    - **Buffer Yard**: It was noted in the zoning review that a 15 ft. landscape buffer is required adjacent to residential uses. Tighe Meckes proposed whether a privacy fence would substitute this requirement. Commission members agreed that there may be flexibility in the definition of the "buffer". Suggested referring to a zoning variance.
    - **Driveway Width**: The zoning review noted the proposed driveway width of 20 feet does not meet the required 24-foot width. However, Tighe Meckes confirmed that compliance with 24-foot width requirement will be met on the formal plan submission.
    - **Septic and Traffic**: It was noted that on-lot sewage testing is required. Tighe confirmed this is planned. It was also noted by Deanna Schmoyer that Traffic generation from the proposed use is not expected to be significant.

Planning Business:

Ralph Megliola noted that there was none.

Ralph Megliola read the June reminders which consisted of the dates of the next Supervisors meeting, and PC submission due dates.

Adjournment

Ralph Megliola made a motion to adjourn at 5:45pm. The motion was seconded by Patti O'Keefe. All members voted aye and the motion carried.

Respectfully submitted,

Nichole Irvin
Recording Secretary