

**MEETING MINUTES OF THE  
BOROUGH PLANNING COMMISSION  
BOROUGH OF WIND GAP  
NORTHAMPTON COUNTY, PA  
August 1, 2019**

I/II. Opening/Pledge

The meeting was called to order and opened at 7:00 p.m. by Borough Planning Commissioner Chair Linda Paynter and the Pledge of Allegiance was recited.

III. Roll Call

Planning Commissioner Chair Linda Paynter and Commissioners David Manzo, George Hinton and Michael McNamara were present. Also present were the Borough and Planning Commission Solicitor, Ronold J. Karasek, Esquire and the Borough EIT, Brian Pysher.

IV. Approval of Minutes

Approval of the Planning Commission Meeting Minutes of July 11, 2019 was tabled (as the minutes were not yet prepared) on motion made by D. Manzo and duly seconded by M. McNamara. The motion was unanimously carried on a vote 4-0.

V. Public Comment-None.

VI. Plans to be Discussed.

- A. Applicant: T. Klump Land Development Plan  
Plan: North Side of West Third Street  
Project: Multi-Family Dwelling (5 attached single family units)  
Zoning District: R-8 (Medium Density Residential District)

The Commission recommended that this plan be granted Preliminary/Final Plan Approval at its July 11, 2019 meeting so that the matter will now be placed on an upcoming meeting agenda of Borough council for official action.

- B. Applicant: J. G. Petrucci Company  
Plan: JERC Partners, II, L.L.C.  
Location: Male Road and Route 33 with the Project situate in both Wind Gap Borough and Plainfield Township  
Project: 333,125 sq. ft. Warehouse with Tractor Trailer and Auto Parking  
Zoning District: I – SC (Industrial & Shopping Center)

Present on behalf of the Applicant were a Representative of Joseph Zator Law Offices; Dominick C. Baker of J.G. Petrucci Co., Inc.; Joseph F. Correia, Executive Vice-President of Petrucci Co., Inc., Matthew Chartrand, PE of Bohler Engineering and John R. Wichner , PE, PTOE, Applicant's Traffic Engineer.

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The Applicant's Engineer, Mr. Chartrand, explained that the matter was placed on the agenda to address "a couple of SALDO waiver requests" that were tabled at the last Planning Commission Meeting of July 11, 2019.

The first was SALDO Section 510.B where a sidewalk waiver was requested because of the existence of wetlands along the front of the project property. At the last meeting, it was suggested that the Applicant obtain a letter from The Lehigh-Northampton Transportation Authority (LANTA) to determine if it would extend its route from the Shopping Center area to serve the warehouse facility(ies). Traffic Engineer Wichner made such contact. However and as per a letter dated July 30, 2019, LANTA responded that there "is no suitable and efficient location" to do this. Commissioner Hinton stated that people are walking to the mall area so that sidewalks should be installed along the front of the property. He also asked if a Bike Lane would work.

As to the cost of sidewalk installation, Engineer Chartrand said that is not a factor in making the waiver request. He suggested that the Applicant pay fees-in-lieu that could be used for other locations in the Borough. Commissioner Manzo suggested that perhaps the fees could be placed in escrow for future road repairs; and, that the fees should be equivalent to the cost of the sidewalk installation. Manzo also asked if there was coordination with the Green Knights Project.

Commissioner Manzo also inquired about curbing. He was told by Mr. Chartrand that it is proposed along the property and the shoulder of the road is to be widened to seventeen (17) feet from the center line so that (when added to the Green Knights project) the roadway will be thirty four (34) feet wide. Engineer Wichner believes that the curbing and shoulder widening satisfies the intent of sidewalk installation by removing walkers from out of the vehicular travel lanes. Wichner was concerned with promoting pedestrian activity that later becomes dangerous

A Motion to Table this SALDO Waiver by G. Hinton and second by D. Manzo (unanimous vote 4-0) until a site inspection could be performed by the Commissioners.

The second SALDO Waiver was for Section 514.E.4 which requires certain parking area landscaping. On motion by D. Manzo and second by G. Hinton (unanimous vote 4-0) the Commission recommended that this waiver be granted by accepting the alternate plan that has been proposed by the Applicant for the parking lot landscaping i.e. eight (8) trees along a certain portion of the building.

The third SALDO Waiver was for Section 506.G.7 which deals with the size of stormwater piping and conveyances. However and since the storm water calculations have not yet been made, the waiver was not addressed.

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- VII. Old Business: None
- VIII. New Business: None
- IX. Referral from ZHB: None
- X. Adjournment –7:55 p.m. on a motion made by D. Manzo and duly seconded by M. McNamara and carried with unanimous vote of 4-0.

Respectfully submitted,

KARASEK LAW OFFICES, LLC

By: \_\_\_\_\_

  
Ronald J. Karasek, Esquire

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MEETING AGENDA -August 1, 2019

- I. CALL TO ORDER @ 7:00 P.M.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES -Table as the July 11, 2019 Meeting Minutes have not been prepared.
- V. PUBLIC COMMENT ON ANY PLANS OR MATTERS TO BE DISCUSSED
- VI. PLANS TO BE DISCUSSED
  - A. Applicant: T. Klump Land Development Plan  
Plan: North Side of West Third Street, Wind Gap, Northampton County, PA  
Project: Multi-Family Dwelling (5 attached Single Family Units)  
03-14-17: Application for Subdivision or Land Development  
03-14-17: "Final" Record Plan Filed  
03-14-17: Request for Four (4) SALDO Waivers  
03-14-17: Borough ZHB Decision of May 13, 2016  
03-27-17: LVPC Review Letter  
03-28-17: Borough Engineer Review Letter  
04-06-17: Regular Meeting continued to April 20, 2017  
04-20-17: No Meeting  
05-04-17: Meeting held. No one present for Applicant. Matter tabled.  
06-01-17: Meeting held. No one present for Applicant. Motion to Recommend Denial of the Plan based upon Borough Engineer Review Letter of March 28, 2017 unless an Extension of Time in which to Act is signed by the Applicant  
06-02-17: Extension of Time in which to Act signed by Applicant through September 30, 2017 and filed with the Borough.  
07-06-17: Meeting held. No one present for Applicant. Matter tabled.  
08-03-17: No Meeting  
09-07-17: No Meeting  
09-08-17: Extension of Time in which to Act signed by Applicant through December 31, 2017 and filed with the Borough.  
10-05-17: No Meeting  
11-02-17: No Meeting  
11-30-17: Meeting (in lieu of December 7, 2017 Meeting). No one present for Applicant. Matter tabled.  
11-30-17: Extension of Time in which to act signed by Applicant through March 30, 2018  
01-18-18: Meeting held. No new submissions. No one present for Applicant. Matter tabled.  
02-01-18: No meeting.

- 02-09-18: Responsive Letter by Keystone Consulting Engineers-Applicant's Planning Professional-to Borough Engineer's Review Letter of March 28, 2017.
- 02-09-18: Receipt, Review and Administration of Wetlands Site Assessment (with attachments) dated July 10, 2017 from Environmental Consultation Services, Inc.
- 02-09-18: Will-Serve Correspondence from Wind Gap Municipal Authority dated March 10, 2015.
- 02-09-18: Receipt of SALDO Waiver Requests
- Section 509.1.3 (Common Driveway)
  - Section 509.E.7 (Size of Curb Radii)
  - Sections 509.M and 510.C (Curbing entire cul-de-sac)
- 02-12-18: Revised Plan filed.
- 03-15-18: No meeting held
- 03-15-18: Written Extension of Time given by Applicant
- 04-03-18: Meeting held. No new submissions and no one present. Matter tabled.
- 04-06-18: LVPC Storm Water Review Letter
- 05-03-18: Meeting held. No new submissions and no one present. Matter tabled.
- 05-24-18: Extension of Time by Applicant's Planning Professional to December 31, 2018
- 06-07-18: Meeting rescheduled to Thursday, June 14, 2018
- 06-07-18: Written Extension of Time given by Applicant to September 30, 2018
- 06-15-18: Correspondence from Borough Solicitor re Extension of Time-What Date Applies?
- 07-05-18: No meeting
- 08-02-18: No meeting
- 08-16-18: Revised Final Plan Filed
- 08-16-18: Response Correspondence by Applicant's Engineer to Borough Engineer Review Letter of March 28, 2017
- 08-16-18: SALDO Waiver Request for Sections 402/403-Preliminary and Final Plans, 506.G.8-Depth of Piping, 509.A.14-Dedication of Streets, 509.E.5-twenty foot (20') Radius, 510.C-Curbing, 509.I.3-Common Driveways and three (3) prior waivers on February 9, 2018-see above.
- 09-06-18: Borough Engineer Review Letter (Third Review)
- 09-06-18: Planning Commission Meeting to review (and recommend) SALDO Waiver Requests
- 09-06-18: Applicant confirmed at the Planning Commission Meeting that the extension for official action is December 31, 2019.
- 10-08-18: Meeting Held but Plan not Discussed.
- 11-01-18: No meeting.
- 11-07-18: LVPC Review Letter
- 11-27-18: Written Extension of Time by Applicant's Planning Professional to June 30, 2019
- 12-06-18: No meeting.
- 01-03-19: No meeting.

02-07-19: No meeting.  
03-07-19: No meeting.  
04-04-19: No meeting.  
05-02-19: No meeting.  
05-29-19: Written Extension of Time by Applicant to December 31, 2019  
06-06-19: No meeting.  
06-18-19: Revised Plan Filed with Applicant Engineer's Response to Borough Engineer  
Third Review Letter of 09-06-2018  
06-19-19: SALDO Waiver Request (for Section 305A) Filed by Applicant  
07-11-19: Borough Engineer Review Letter (Fourth Review)  
07-11-19: Meeting held. Borough Planning Commission makes recommendation for  
Conditional Preliminary and Final Plan approval. Plan needs to be placed before  
Borough Council for official action on the recommendation. (Also, Borough  
Council needs to take official action on several SALDO Waivers that were  
recommended by the Borough Planning Commission on September 6, 2018.)  
**Time to Act on Plan:** December 31, 2019 (as per Extension of Time)

- B. Applicant: JERC Partners, II, LLC  
Plan: Conceptual Site Plan now a Preliminary/Final Plan for Both Minor Subdivision and  
Land Development  
Project: 318,440 sq. ft. Warehouse on Male Road and Route 33 with  
Tractor-Trailer, Automobile and Employee Parking and Stormwater Facilities  
and Driveway  
09-04-18: Correspondence from Applicant's Planning Professional, Application and  
Conceptual Site Plan B filed  
10-04-18: Meeting held and Sketch Plan Discussed. No Official Action Needed  
11-01-18 to 04-29-19: No New Submissions  
04-29-19: File Preliminary/Final Land Development Plan with Supporting Documents  
including Stormwater Study and Traffic Impact Study, Site Lighting Study  
04-29-19: File Preliminary/Final Minor Subdivision Plan  
05-02-19: No meeting  
06-04-19: Borough Engineer Review Letter - Minor Subdivision  
06-06-19: No meeting  
06-10-19: LVPC Review Letter dated June 5, 2019  
06-21-19: Borough Engineer Review Letter-Land Development Plan  
07-11-19: Meeting held. Discussion of Plan with Discussion and Recommendation for  
SALDO Waivers on both the Minor Subdivision Plan and the Land Development  
Plan.  
07-15-19: Receipt, Review and Administration of Correspondence from Applicant's  
Attorney attaching Extension of Time form.  
**Time to Act on Plan:** October 31, 2019 (as per Extension of Time)

VIII. OLD BUSINESS-None

IX. NEW BUSINESS-None

X. REFERRALS FROM ZHB - None

XI. ADJOURNMENT