

**MEETING MINUTES OF THE
BOROUGH PLANNING COMMISSION
BOROUGH OF WIND GAP
NORTHAMPTON COUNTY, PA
July 11, 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

The Planning Commission Meeting Minutes of October 4, 2018 were approved 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)

Present at the meeting were the Applicant and the Applicant's Planning Professional, Karl Scherzberg, E.I.T. of Keystone Consulting Engineers.

This plan dates back to 2017 and has been before the Planning Commission several times. Several SALDO waivers have already been granted by Borough Council; and, thereafter, there were no further filings until the recent submission.

The SALDO waiver that is still outstanding deals with SALDO Section 509.A.14 which requires that all proposed streets shall be offered for dedication. Since the Applicant could not evidence that he held title to a portion of Third Street, the Borough could not accept the road right-of-way as being properly ordained.

Wind Gap Borough Planning Commission
Meeting Minutes of July 11, 2019
Page Two (2)

Since that time, the Applicant filed a deed of record confirming his ownership of Third Street such that the Borough could now enter into an easement agreement upon the Klump private property to access the cul-de-sac on the north side of Third Street.

Accordingly and upon motion by G. Hinton and seconded by D. Manzo (and on a vote of 4-0) a partial SALDO waiver was recommended allowing for an easement over a portion of the proposed cul-de-sac.

Based upon prior action by the Planning Commission on September 6, 2018, a request for a waiver of SALDO Sections 402/403 (to consider the plan as both a Preliminary and Final Plan) was also recommended by the Planning Commission.

Based upon the easement/cul-de-sac issue now being addressed, conditional Preliminary-Final Plan Approval was (as per a written and signed form) recommended on motion of G. Hinton, seconded by D. Manzo and unanimous vote of 4-0.

- 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 Joseph Zator, Esquire; Dominick C. Baker of J.G. Petrucci Co., Inc.; Joseph F. Correia, Executive Vice-President of Petrucci Co., Inc. and Matthew Chartrand, PE of Bohler Engineering.

The Applicant and its representatives explained that the plan is a combined Minor Subdivision and Land Development Plan where access to the parcels is from one main driveway off Male Road and directly across from the proposed driveway of the Green Knights Industrial Plan II – Major Subdivision.

Commissioner G. Hinton raised the fact that he continues to be concerned with the increased traffic that will be created by this (and the Green Knight's) development i.e. Male Road is not able to handle the expected traffic volume increase. Further, the bridge that carries Male Road is failing. Mr. Hinton also noted that the traffic light (that assists in directing traffic) at the St. Luke's and CH Projects off of Route 512 already exists and could attach to a short bypass road (approximately ½ mile) which could be constructed to take traffic off of Male Road.

Minor Subdivision

At this point, several SALDO waivers were discussed as follows:

-SALDO Sections 305/306 requires both a preliminary and final plan to be separately filed. The Planning Commission recommended that the waiver be granted due to the limited complexity of the project and the filing of two separate plans would not provide any more information to the Borough (or its professionals) that would make any significant difference in either plan review or its approval. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0.

-SALDO Section 402.A.1 requires that the plan be drawn on a scale of 1"=50'. The request is for a partial waiver to 1"=60' as this will still provide the detail necessary to review the project. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0.

-SALDO Section 402.A.4 requires that a plan be drawn on sheets of 24" x 36". The request is for a partial waiver of sheets to 30" x 42" as this will improve overall readability and minimize the need for match lines. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0.

-SALDO Section 402.C.4 requires that all existing features within two hundred (200') feet of the site be shown. The request is for a partial waiver as the extent of the existing conditions depicted in the plan have been provided and are sufficient to review the proposed plan i.e. all information along Male Road, SR33 and south and west. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0 on condition that (as per the Borough Engineer) all of the existing features on the Giroux tract are shown.

Land Development

-SALDO Section 402.A.1 requires that the plan be drawn on a scale of 1"=50'. The request is for a partial waiver to 1"=60' as this will still provide the detail necessary to review the project. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0.

-SALDO Section 402.A.4 requires that a plan be drawn on sheets of 24" x 36". The request is for a partial waiver of sheets to 30" x 42" as this will improve overall readability and minimize the need for match lines. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0.

Wind Gap Borough Planning Commission
Meeting Minutes of July 11, 2019
Page Four (4)

-SALDO Section 402.C.4 requires that all existing features within two hundred (200') feet of the site be shown. The request is for a partial waiver as there are various existing conditions depicted in the plan. Motion to Recommend Waiver by G.Hinton, second by M.McNamara and vote 4-0 on condition that all information along Male Road, SR33, areas south and west of the tract and the Giroux parcel has been (or is to be) provided by the Applicant so that there is sufficient information to review the proposed improvements.

-SALDO Section 506.G.7 requires that the stormwater management pipe collection and conveyance system shall have a minimum diameter of 15". A partial waiver is being requested for roof drains to have a diameter of 12". This SALDO waiver was tabled until further information and calculation could be provided.

-SALDO Section 510.A.3 and Section 514.E.4 require that larger parking lots be landscaped and continually maintained i.e. compounds designed for more than 10 spaces no less than 5% of the total area (Section 510.A.3) and that percentage increases to 10% for any parking area greater than 2,000 square feet (Section 514.E.4). Due to the size and shape of the property, the parking area has been designed to maximize landscape area such that a partial waiver has been requested from 5% to 3.7%. Further, the need for landscape screening is not needed as much as it would be for (by example) a shopping center that requires an appealing, inviting and aesthetic look. Motion to recommend the 5% to 3.7% waiver by D. Manzo, second by G. Hinton and vote 4-0. No action was taken on the waiver for the 10% to 3.7%.¹

-SALDO Section 510.B requires the installation of sidewalks. A waiver is being requested to not provide sidewalks along the perimeter of the development along Male Road. The request is made due to the projected use, site location and surrounding existing uses as well as the absence of pedestrian sidewalk facilities within the vicinity of the site. Further, existing wetlands along Male Road would be adversely and unnecessarily impacted by the installation of sidewalks along the roadway. Motion to table this request by D. Manzo, second by G. Hinton and vote 4-0.

-SALDO Section 514.E.2 requires that no parking lot be any closer than 10' to a building. Due to the configuration of the westerly portion of the site, a distance of 10' cannot be achieved without creating additional grading cuts and disturbance. Further, proposed sidewalk configuration will allow for adequate space. Motion to recommend waiver by G. Hinton, second by D. Manzo and vote 4-0.

¹ However and at the Planning Commission Meeting of August 1, 2019, the alternate Landscaping Plan was accepted i.e. eight (8) trees alongside of the building so a Motion to Recommend the 10% to 3.7% waiver by D. Manzo, second by G. Hinton was passed on a vote 4-0.

Wind Gap Borough Planning Commission
Meeting Minutes of July 11, 2019
Page Five (5)

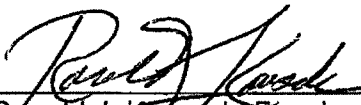
There being no further matters with respect to these plans, official action on the overall plan was tabled on motion of D. Manzo and G. Hinton in vote of 4-0.

- VII. Old Business: None
- VIII. New Business: None
- IX. Referral from ZHB: None
- X. Adjournment –8:15 p.m. on a motion made by D. Manzo and duly seconded by G. Hinton and carried with unanimous vote of 4-0.

Respectfully submitted,

KARASEK LAW OFFICES, LLC

By: _____


Ronald J. Karasek, Esquire
PA I.D. No. 23233
Solicitor to the Borough of Wind Gap
Planning Commission
641 Market Street
Bangor, PA 18013
(610) 588-0224 – phone
(610) 588-2088 – fax

**BOROUGH OF WIND GAP
PLANNING COMMISSION
545 EAST WEST STREET
WIND GAP, PA 18091
863-7288
FAX 863-1011**

MEETING AGENDA -July 11, 2019

- I. CALL TO ORDER @ 7:00 P.M.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES -October 4, 2018 MEETING
- 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)
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
Time to Act on Plan: Plan filed on 04/29/19. Since no Planning Commission
Meeting was held in May, the 90 day time period to take Official Action beings
to run on May 29, 2019 and expires on August 26, 2019. See SALDO Sections
305,E,2 and 306,E,3.

VIII. OLD BUSINESS-None

IX. NEW BUSINESS-None

X. REFERRALS FROM ZHB - None

XI. ADJOURNMENT