

**MEETING MINUTES OF THE BOROUGH
PLANNING COMMISSION
BOROUGH OF WIND GAP
NORTHAMPTON COUNTY, PA
JANUARY 10th, 2013**

I. Opening/Pledge

The meeting was called to order and opened at 7 :30 p.m. by Borough Planning Commission Chairperson, Linda Paynter, and the Pledge of Allegiance was recited.

II. Roll Call

Linda Paynter, Chairperson, and Commissioners George Hinton, William Wallen. Heather Craig, and Richard Getz were present. Also, present were the Borough Planning Administrator, Darlene Plank, the Borough Solicitor, Ronald J. Karasek, Esquire, and the Alternate Borough Engineer, Daniel Miller (Hanover Engineering). Re-Organization was conducted for the New Year. **On motion** by William Wallen, and seconded by George Hinton that Linda Paynter remain the Planning Commission Chairperson. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor. **On motion** by Heather Craig that William Wallen be the the Planning Commission Co-Chair, and seconded by Linda Paynter. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

III. Approval of Minutes

On a Motion made by William Wallen and Seconded by Heather Craig the Borough Planning Commission approved the September 6th, 2012 meeting minutes. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

IV. Public Comment

None.

V. Subdivision Plans

A. Wind Gap Development Group Major Subdivision (Preliminary Plan)

- Representatives for this plan were not present during this meeting. Plan has an extension until May 15th, 2013.

B. (Turtzo) School West Major Subdivision (Preliminary Plan)

- Representatives for this plan were not present during this meeting. This plan was denied by Plainfield Township and, therefore, is closed to the Borough. Plan is to be dropped from the agenda.

C. Subdivision of Wind Gap Borough

The Plan was filed on September 14th, 2012 by Wind Gap Borough for North Lehigh Avenue (.5716 acres of vacant land) along with Request for Waiver of SALDO required for a buffer parking area and a ten (10) foot utility /drainage easement. On October 26, 2012 the Borough Zoning Hearing Board granting variances for off-street parking, buffer yard and minimum lot area requirements. On December 3rd, 2012 the Alternate Borough Engineer (Hanover) presented the Review Letter for the plan. Brian Pysker, the Borough Engineer, stated that the Sewer and Water Letters of Approval were received in October. On December 18th, 2012 Council granted the applicant an extension of time for the plan to March 11, 2013, therefore, the time to act on the plan will expire on March 11, 2013.

At this meeting the Planning Commission recommended several waiver requests prior to the Preliminary/Conditional Plan approval recommendation.

The Waiver requests (with any conditions) which are recommended as follows:
-**SALDO Section 402.C.4** requires various features within 200' feet of the site to be shown on the plan. **On Motion** by Heather Craig, the Planning Commission recommends a waiver since this information is not necessary and would require additional costs to be incurred with the Planning Professional and would add nothing to ease a plan review, and seconded by Richard Getz. Roll call vote taken. Motion carried. Vote 5-0 in favor.
-**SALDO Section 509.J.1.a** requires lots access and/or front a public or private street. **On Motion** by Richard Getz the Planning Commission recommends a waiver since there is access by School Alley (which is an ordained alley), seconded by William Wallen. Roll call vote taken. Motion carried. Vote 5-0 in favor.
-**SALDO Section 510.A.2** requires a 15' planting screen/buffer. **On Motion** by Richard Getz the Planning Commission recommends a waiver to a 4' buffer yard due to space limitations; and, while this is a minor performance standard, the Borough is still providing a reduced standard rather than omitting the standard entirely, seconded by George Hinton. Roll call vote taken. Motion carried. Vote 5-0 in favor
- **SALDO Section 510.A.4** requires the parking lot to not be within 10' of the side and rear lot lines and 20' alley right-if-way. **On Motion** by Heather Craig the Planning Commission recommends a waiver to allow the parking lot to be within these setbacks due to space limitations and the parking lot will be a benefit to the Borough residents, seconded by Richard Getz. Roll call vote taken. Motion carried. Vote 5-0 in favor.

- **SALDO Section 513** requires 20' drainage and utility easements along the property lines. On Motion by William Wallen the Planning Commission recommends a waiver to only 10' wide easements due to space limitations; and, while this is a minor performance standard, the Borough is still providing a reduced standard rather than omitting the standard entirely, seconded by Heather Craig. Roll call vote taken. Motion carried. Vote 5-0 in favor.

- **SALDO Section 514.D.2.d** requires plantings to be within a 5' setback from the property line. **On Motion** by Richard Getz the Planning Commission recommends a waiver to allow closer plantings due to space limitations; and, while this is a minor performance standard, the Borough is still providing a reduced standard rather than omitting the standard entirely, and seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

The Planning Commission recommends Preliminary/Final Plan approval by Council based on the following conditions discussed : Certification from Wind Gap Sewer Authority re ability to hook-up and available capacity, Certification from PA American Water Co. Re ability to hook-up and available capacity, Compliance with all conditions set forth in Borough Alternate Engineer's Review Letter of December 3, 2012, nos. A-2, C-1, C-3 (soil erosion sedimentation and control plan needed prior to development of the lots), C-7, C-8, C-17, C-18, C-22 (Borough to maintain the planting screen), C-23 (one street tree to each lot), Monuments, pin and/or markers to be set in the field and certified, in writing, by the Borough Engineer, Zoning Variance to be noted on the Plan (w/2 hr. Parking and signage), SALDO Waivers to be noted on the plan, Signature and Notarization of Plan with Benchmark, and Notarization of the Plan. **On motion** by William Wallen to recommend Preliminary/Final Plan approval with the completion of all Conditions discussed and noted by the planning commission, seconded by Richard Getz. Roll call vote taken. Motion passed unanimously. Vote 5-0 in favor.

VI. Old Business

None.

VII. New Business

On motion by George Hinton that a Planning Commission meeting be scheduled for April 4th to discuss the continuance/extension of the Wind Gap Development Group Major Subdivision, and seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

IX. Referrals from the Zoning Hearing Board

None

X. Adjournment

There being no further business to be considered by the Planning Commission, the meeting was adjourned at 9 :00 pm on a vote of 5-0 with a **Motion** from William Wallen and a second from Richard Getz.

Darlene Plank-Turlington
Zoning Officer/SALDO Secretary