

**MEETING MINUTES OF THE BOROUGH
PLANNING COMMISSION
BOROUGH OF WIND GAP
NORTHAMPTON COUNTY, PA
March 7th, 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, Heather Craig, and Richard Getz were present. Also, present were the Borough Planning Administrator, Darlene Plank, the Borough Solicitor, Ronald J. Karasek, Esquire, the Borough Engineer, and the Alternate Borough Engineer, Daniel Miller (Hanover Engineering).

III. Approval of Minutes

On a Motion made by Heather Craig and Seconded by George Hinton the Borough Planning Commission approved the January 10th, 2013 meeting minutes. Roll call vote taken. Motion carried unanimously. Vote 4-0 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. Subdivision of Emerald Property Group

The plan was filed on February 14th, 2013 by Wind Gap Borough for West Street (Subdivide the existing building and 8 acres off of the existing parcel). On March 5th, 2013 the Alternate Borough Engineer, Dan Miller (Hanover Engineering) presented his review letter to the Borough and to the Planning Commission. Time to act on plan will expire on June 5th, 2013. Emerald Property Group – SALDO Waiver Recommendations

for Council approval. Mr. Ron Karasek (Borough Solicitor) explained that there are 14 waivers that are being requested that deal with the West Street property, Emerald Property, MSG. The waivers being requested are basically two or three drafting waivers and the rest are because there is no development being proposed on Lot No. 1. He made it perfectly clear that the Borough is not giving itself something that it would not give another developer under the same circumstance. If in the future, the Borough decides to put up a new building or a new parking lot, then a plan would have to be submitted to the Wind Gap Planning Commission as would any other plan for development. There are very few plans that come before the Planning Commission and Council that have no development or are just cutting a lot out of an existing property that has an existing building and parking lot.

-The plan does not meet the requirements of a minor subdivision since three lots have been created i.e. one before and two now-Lot No. 1 for the Borough and Lot No.2 residual tract. Therefore, SALDO Section 305 requires the filing of preliminary and then a final plan. On motion by Richard Getz to recommend a waiver since the two step filing is not warranted where no development is planned at this time as the plan is simply a two lot subdivision, seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 402.A.1 requires plans to be prepared on a maximum scale of 1"=50'. On motion by George Hinton the waiver is recommended since the proposed larger scale of 1"=80' will allow all information to be kept on one sheet, seconded by Richard Getz. Roll call voted taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO SECTION 402.C.1 and 403.D.15 requires that contours be provided on Lot No. 2. On motion by George Hinton to recommend the waiver since no development is proposed for Lot No. 2 and adding this topography only unnecessarily increases the plan engineering costs and adds nothing of significance to steam line or otherwise ease a review of the plan, seconded by Richard Getz.

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 to recommend the waiver for the same reasons noted above, seconded by George Hinton. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 403.D.14 requires monumentation at all corners. On motion by Richard Getz to recommend a waiver since monumentation will be provided (but not at all corners) as the lesser amount is acceptable since this plan does not propose any development, seconded by George Hinton. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 403.D.21 requires buffer details. On motion by George Hinton to recommend a waiver since these details are not needed until the development of Lot No.1 occurs, seconded by Richard Getz. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 504 and 509 requires road grading and street improvements plans. On motion by George Hinton to recommend a waiver for the same reasons noted above i.e. not needed until development occurs, seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 505.E.9 requires that irregular shaped lots be avoided. On motion by Richard Getz to recommend a waiver since the shape was negotiated with the Seller and does not adversely affect the buildings on the property, seconded by George Hinton. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 509.I.1 requires that driveways are to be located five (5) feet away from a property line but the proposed Access Easement is right along the property line of Lots Nos. 1 and 2. On motion by George Hinton to recommend a waiver since the “Y” of the access easement does meet this requirement, seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 510.A. identifies standards for parking lots and there is insufficient detail or the existing macadam parking lot shown on the plan. On motion by Heather Craig to recommend a waiver since no new development is proposed for the existing parking lot which is in good condition and there is no reason to change it, seconded by George Hinton. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 510.B and C requires sidewalks and curbing. None are proposed. On motion by Richard Getz to recommend a waiver since no new development is proposed and none of the adjoining properties have sidewalks or curbing, seconded by George Hinton. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 513 requires drainage and utility easements to have a minimum width of twenty (20) feet. On motion by George Hinton to recommend a waiver since easements have been proposed but for lesser widths i.e., ten (10) feet for interior lot lines and fifteen (15) feet for exterior lot lines, seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 514.C, D and E state standards for planting strips and screens. One motion by Richard Getz to recommend a waiver since no new development is proposed at this time that would require such strips or screens, seconded by George Hinton. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

SALDO Section 517 requires the dedication of open space, park or recreation land or a fee-in-lieu. On motion by George Hinton to recommend a waiver for the reason noted above i.e. since no new development is proposed, seconded by Richard Getz. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

At this meeting the Planning Commission recommended to table the plan and send the waiver recommendations to Council for their approval. On motion by Richard Getz to table the Subdivision of Emerald Property Group for Council waiver approval, seconded by Heather Craig. Roll call vote taken. Motion carried unanimously. Vote 4-0 in favor.

VI. Old Business

None.

VII. New Business

None.

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 9:15 pm on a vote of 4-0 with a **Motion** from Heather Craig and a second from Richard Getz.

Darlene Plank-Turlington
Zoning Officer/SALDO Secretary