MEETING MINUTES OF THE
BOROUGH PLANNING COMMISSION
BOROUGH OF WIND GAP
NORTHAMPTON COUNTY, PA
January 15, 2026

I/II. Opening/Pledge

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

III. Roll Call

Commissioner Chair Linda Paynter and Commissioners George Hinton, David Manzo, Michael McNamara were present. Commissioner Patrick Webber was absent.

Also present were the Borough Planning Administrator, D. Harbison; Borough and Planning Commission Solicitor, Ronold J. Karasek, Esquire. The Borough EIT, Brian Pysher, was also present.

This meeting was held at the Borough Municipal Building, 545 East West Street, Wind Gap, PA 18091.

IV. Reorganization

On motion of D. Manzo and seconded G. Hinton and on a unanimous vote of 4-0,Linda Paynter was elected the Commission's Chair.

On motion of D. Manzo and seconded M. McNamara and on a unanimous vote of 4-0, George Hinton was elected the Commission's Vice-Chair.

On motion of D. Manzo and seconded G. Hinton and on a unanimous vote of 4-0, Ronold J. Karasek-Solicitor was appointed the Recording Secretary

On motion of L. Paynter and seconded G. Hinton and on a unanimous vote of 4-0, The monthly meeting day for the Planning Commission will continue to be the third Thursday of the month.

V. Approval of Minutes-The Minutes of the November 25, 2025 Meeting were approved on Motion by G. Hinton and seconded by D. Manzo and on a vote of 4-0.

VI. Public Comment - None

VII. Plans to be Discussed

A.	**Owner:**	**Naper Development, Inc.**
	Applicant:	**The Cubes at the Gap, LLC**
	Address:	**905 Pennsylvania Avenue**
	Project:	**10.54 acres in Wind Gap for Removal of Alpha Road, Install Water Line and Construct Private Driveway**

No one was present, no action was taken and the Plan was tabled on motion by D. Manzo, seconded by M. McNamara and on a vote of 4-0. The time to act expires on May 21, 2026.

B. Owner : Peter Albanese and Christine Albanese
Applicant : Same as Owner
Address : 32 East Fourth Street
Project : 43' x 50' (w/ 5' Porch) Addition to Existing Residence

Present at the meeting were the Applicants, Mr. Peter Albanese and Christine Albanese, his wife. No Planning Professional or other Consultant was present on behalf of the Albaneses.

The Borough EIT-Mr. Pysher-discussed the Borough Engineer Review Letter of January 15, 2026. He stated that this was a larger than normal lot; and, the addition was going to contain two (2) single family dwelling units. Further this addition would be attached to the existing single-family dwelling via a breezeway so that the structure would be an attached three (3)-unit residential dwelling townhouse which is a permitted use in the R-8 (Medium Density Residential) Zoning District.

The project also proposes a common sidewalk to the six (6) off-street parking spaces; and, there will be a basement to the addition (just as there is a basement to the existing residence) for the utilities.

As stated, the plan proposes six (6) off-street parking spaces (one must be a handicap space). If adding the two (2) space parking area of the existing dwelling, that would make eight (8) spaces which would be more than enough since under the Zoning Ordinance only six (6) spaces are required. Further, the off-street parking spaces appear to comply with the Zoning Ordinance where each stall is ten (10') feet wide and twenty (20') feet in length at ninety-degree (90°) angle parking.

As per the Review Correspondence, Zoning Issue #1, if the appropriate tabulations are to be made to demonstrate compliance with maximum building coverage and imperious coverage then that requirement would be satisfied.

Since the Zoning Ordinance merely requires "adequate" nighttime illumination with no specific performance standard, it would appear that the Applicant could satisfy this requirement by post light illumination as opposed to the commercial style lights.

It was also noted that East 4th Street is classified as a "Local Street" which requires a thirty-six (36') foot cartway in a residential area while it is believed that the actual cartway in question is approximately twenty-eight (28') feet. Therefore, a waiver of the SALDO requirement would be required.

Commissioner Hinton suggested why not physically join the dwellings together rather than simply with the breezeway. However, the Applicant indicated that the topography, the contours and the elevation of the existing residence residence would not support that joinder as it would create a loss of windows in the existing dwelling, require redesign of the existing dwelling so on.

Then a suggestion was made as to why not separate the addition (with the two dwellings) from the existing dwelling. The Borough EIT indicated that would create zoning issues whereby there would now be two (2) principal uses on one lot (the Zoning Ordinance allows only one (1) principal to use on a lot) plus the twin dwelling and the one single family residential existing dwelling would now not meet lot area and frontage requirements.

Mr. Albanese inquired as to why land development would be required. The Borough EIT stated that it was because of the off-street parking lot and the Solicitor indicated that it was because of the definition of "land development" under the SALDO[1].

Since Mr. Albanese would like to request a waiver of land development, he was directed to file a SALDO Waiver Request (as per Appendix 11 of the SALDO). As he indicated he would comply with some land development requirements, the Solicitor suggested that Mr. Albanese recite in the waiver what portions of land development he would like waived and what portions of land development with which he would comply.

Mr. Albanese was directed to filed this waiver request in sufficient time for the Commissioners and the Borough Engineer to review prior to the next Borough Planning Commission meeting scheduled for February 19, 2026.

There being no further business on the Sketch Plan, discussion ended without any motions.

VIII. Old Business: None

IX. New Business: None

X. Referral from the ZHB: None

XI. Adjournment –7:35 p.m. on a Motion to Adjourn made by Commissioner D. Manzo, duly seconded by M. McNamara, and carried with unanimous vote of 4-0, the meeting was adjourned.

Respectfully submitted,
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[1] "Land Development" is defined as follows: "the improvement of one lot...*for any purpose* involving (a) a group of two or more residential...buildings. "Improvements" are defined as "physical additions and change to the land, necessary to produce usable and desirable lots. Includes, *but is not limited to* grading, paving, curbing...sanitary sewer...laterals to the street right-of-way...sidewalks....street trees..." (emphasis added).