

**MEETING MINUTES OF THE
BOROUGH PLANNING COMMISSION
BOROUGH OF WIND GAP
NORTHAMPTON COUNTY, PA
MARCH 7, 2023**

I/II. Opening/Pledge

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

III. Roll Call

Commissioners Michael McNamara and David Manzo were present in the Meeting Room while Commissioner Hinton was present via telephone. Commissioner Chair Linda Paynter was absent. Also present were the Borough Planning Administrative Assistant D. Harbison, Borough and Planning Commission Solicitor, Ronold J. Karasek, Esquire and the Borough EIT, Brian Pysher. This meeting was held at the Borough Municipal Building, 545 East West Street, Wind Gap, PA 18091.

IV. Approval of Minutes

The Planning Commission Meeting Minutes of February 2, 2023 were approved on motion made by E. McNamara, duly seconded by G. Hinton and carried on a unanimous vote 3-0.

V. Public Comment-None.

VI. Plans to be Discussed

- A. Applicant: CRG Services Management, LLC**
Owners: Naper Development, Inc. et al.
Type: Industrial Distribution Warehouse
Address: 905 Pennsylvania Avenue (Tax Parcels: E8-4-13A et al.)
District: Zoning District: IC (Industrial and Heavy Commercial)

Present on behalf of the Applicant were Matthew Chartrand, P.E. (the Applicant's Engineer), Mr. Robert Hoffman (the Applicant's Traffic Engineer) and Julie Burkhardt, Esquire. They indicated that they wanted this matter on the agenda to update the Commission as to the on-street parking issue along South Broadway and discuss possible conditional approval.

Mr. Hoffman stated that he spoke with the PENNDOT Representative B. Boyer; and, PENNDOT has agreed to on-street parking on South Broadway in front of two (2) out of three (3) homes along South Broadway. This will provide traffic areas and road markings similar to those that are on SR 512 approaching the Waste Management site.

However, the Developer still needs to Borough to adopt an ordinance to prohibit on-street parking from the southern edge of 516 No. Broadway to Tenth (10th) Street. The Commission recommended this ordinance be adopted on motion of G. Hinton, seconded by D. Manzo and a vote of 3-0.

There is still one (1) open item i.e. the stormwater SALDO waiver-SALDO Sections 506.D.2 and 506.F.4.E. There are large off-site, upslope drainage areas (120+ acres) where

the run-off exceeds the storm sewer system i.e. the storm sewer pipe off Alpha Road is undersized for the amount of run-off. Commissioner Hinton wants assurance that the storm sewer pipe calculations are correct and those calculations will restrict the maximum capacity of the present storm sewer pipe run so that the project will not be releasing any more run-off that at present. With the condition that the Borough Engineer will review and agree with the flow calculations, the SALDO waiver was recommended to be granted on an amended motion by Commissioner McNamara, second by Commissioner Hinton and on a vote of 3-0.

Next there was a discussion regarding a recommendation for conditional plan approval. Attorney Burkhardt presented a form Resolution with several conditions. A copy of that resolution is attached to these minutes, marked Exhibit "A" and are hereby made a part hereof. Borough EIT Pysher did not support such a recommendation at this time since he had not yet seen the Alpha Road re-alignment Site Plan or the proposed Maintenance Agreements as to the private road. Commissioner Hinton was concerned with the tractor-trailer turning radius into the GAF business, Ken's Auto so on. However, as the proposed resolution contained twenty (20) conditions-including inter alia supplying truck-turning templates and traffic study information, providing a Maintenance Agreement for stormwater and private facilities and roadway improvements, compliance with the Borough Engineer Review Letter of February 1, 2023, the approval was for a preliminary...not final...plan and no earth-moving until final plan approval, the Solicitor stated that he was comfortable with such a recommendation with these several conditions. On motion of Commissioner McNamara, second by Commissioner and on a vote of 2-1 (nay-Commissioner Manzo), the Commission recommended that conditional preliminary plan approval be granted by Borough Council.

VII. Old Business:

The Green Knight Development Corporation/JVI, LLC Lot Annexation Plan was incorrectly placed on the Meeting Agenda as the plan had already been granted conditional preliminary plan approval. So no action was taken; and, the item was removed from the agenda.

VIII. New Business: None

IX. Referral from the ZHB: None

X. Adjournment – 8:10 p.m. on a motion made by Commissioner Hinton, duly seconded by Commissioner Manzo, the motion carried with unanimous vote of 3-0.

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

EXHIBIT "A"

RESOLUTION NO. _____

A RESOLUTION OF THE BOROUGH OF WIND GAP PLANNING COMMISSION
RECOMMENDING CONDITIONAL PRELIMINARY PLAN APPROVAL OF THE CRG
INDUSTRIAL DEVELOPMENT

WHEREAS, Bohler Engineering, on behalf of Applicant, CRG Services Management, LLC, also known as The Cubes at Wind Gap, LLC, of 7800 Forsyth Blvd., 3rd Floor, St. Louis, Missouri 63105, submitted a **Preliminary Land Development Plan** application (herein after referred to as the plan application) entitled "**PRELIMINARY PLAN FOR CRG SERVICES MANAGEMENT, LLC,**" Sheets C101 through C-1017, dated July 14, 2021, with revision 7, dated January 6, 2023, accompanied by Preliminary Subdivision Plans for the applicant, Sheets S-1 through S-7, dated July 14, 2021, with revision 5 dated August 4, 2022, and Preliminary/Final Lot Consolidation Plans for applicant, Sheets LC-1 through LC-7, dated July 14, 2021, with revision 5, dated August 4, 2021.

The subject property is located on the east side of North Broadway (SR 1007), south of Constitution Avenue and north of Pennsylvania Avenue (SR 0512). The property currently contains industrial/commercial buildings, remnants of former buildings, open/wooded lands, and several abandoned railroad beds. The property is located mostly in Plainfield Township, with a portion in Wind Gap Borough. The project proposes to consolidate numerous existing tax parcels and then subdivide the consolidated tract into three lots. Lot 1 is approximately 20 acres with approximately 11 acres located in Wind Gap Borough. Lot 2 is approximately 121 acres and Lot 3 is approximately 20 acres. Lots 2 and 3 are located completely in Plainfield Township.

Pursuant to the latest plan submission, the project proposes approximately 6,700 lineal feet of new road (Industrial Drive) from Pennsylvania Avenue (SR 0512), through the subject property, to North Broadway (SR 1007). Lot 1 appears to contain the existing metal recycling facility, RPM. The applicant has advised that the existing facility will be removed. Lot 2 will consist of two (2) warehouses of 786,000 and 308,000 square feet, respectively. Lot 3 is proposed to contain a 19,520-square foot office and shop. Sanitary sewer is to be provided by either Pen Argyl Sewer Authority or Wind Gap Municipal Authority. Public water is to be provided by PA American Water Company.

The property is located partially in the I-C (Industrial and Heavy Commercial) and R-12 (Low Density Single Family Residential) zoning districts. There is approximately 1,950 lineal feet of road and numerous stormwater collection and conveyance structures (inlets, manholes, storm pipe, etc.) located in Wind Gap Borough. There are no buildings proposed in Wind Gap Borough; and

WHEREAS, Robert Hoffman, PE, of Traffic Planning and Design, Inc., on behalf of Applicant, prepared a Transportation Impact Assessment for Plainfield Warehouse Project, dated March 22, 2021 and revised May 24, 2021 identifying improvements necessary to support the increase in traffic associated with this specific project submitted and to be approved by both the Pennsylvania Department of Transportation and applicable municipalities; and

WHEREAS, Stormwater Management Calculations were prepared on behalf of Applicant, by Matthew Chartrand, PE, of Bohler Engineering, dated July 14, 2021, revised January 6, 2023; and

WHEREAS, a Stormwater Infiltration Test Report was prepared on behalf of Applicant by Geo-Technology Associates, Inc., dated January 21, 2021, revised January 19, 2022; and

WHEREAS, Bohler Engineering submitted Wind Gap Borough SALDO Appendix 11 Waiver Request Forms on behalf of Applicant requesting certain waivers as detailed further in the Borough's Engineering Consultant, Robert L. Collura's Engineering Review Letter dated February 1, 2023, attached hereto and specifically incorporated herein by reference, and all waivers that have been granted have been added to the Plans; and

WHEREAS, the Applicant submitted a Wetlands/Waters Delineation Report, prepared by Marathon Engineering & Environmental Services, dated September 23, 2022; and

WHEREAS, at the Borough's suggestion the Applicant is proposing to vacate and relocate a segment of Alpha Road as depicted on that certain Alpha Road Exhibit, prepared by Bohler Engineering, Sheets C-313, dated July 14, 2021, with revision 7 dated January 6, 2023, and such proposal has received preliminary review and approval from the Pennsylvania Department of Transportation; and

WHEREAS, pursuant to the Alpha Road realignment, a "No-Parking" Ordinance is required to be imposed along certain portions of North Broadway as depicted on the Alpha Road Exhibit.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED BY the Wind Gap Borough Planning Commission, County of Northampton, and Commonwealth of Pennsylvania:

I. **Conditions of Approval:** That "PRELIMINARY LAND DEVELOPMENT PLAN FOR CRG SERVICES MANAGEMENT LLC," "PRELIMINARY SUBDIVISION PLANS FOR CRG SERVICES MANAGEMENT LLC," and "PRELIMINARY/FINAL LOT CONSOLIDATION PLANS FOR CRG SERVICES MANAGEMENT LLC" as shown on the plans prepared by Bohler Engineering dated July 14, 2021 and last revised January 6, 2023, August 4, 2022 and August 4, 2022, respectively shall be hereby recommended for approval subject to the following conditions:

a. The Applicant shall revise the above referenced application/plans and supporting documents, including but not limited to the Alpha Road Exhibit received January 6, 2023, to the satisfaction of the Borough Engineer per his February 1, 2023 review letter. *Copy*

Alpha Road Exhibit is attached.

b. The Traffic Study information shall be provided to both the satisfaction of the Pennsylvania Department of Transportation (PennDOT) and the Borough Traffic Engineer demonstrating that improvements will be provided along S.R. 0512, the new road (Industrial Drive) and North Broadway to mitigate any negative traffic impacts resulting from this project as well as clearly identifying all improvements, required access/use easements and maintenance and

right-of-way easements, as well as delineating any and all associated responsibilities therefor prior to recording the final plans.

c. The Applicant shall provide use/access and/or construction easements, and right-of-ways, whether permanent or temporary as required to facilitate the proposed development and associated improvements, and all documentation related thereto shall be reviewed and approved by the Borough Solicitor prior to execution and recording.

d. The Applicant shall provide a maintenance agreement to ensure the proper and continued maintenance of any and all stormwater facilities and roadway improvements which shall remain an obligation of the Applicant, as private facilities and roadway improvements, including but not limited to the Operations and Maintenance Agreement in Appendix E of the Stormwater Management Ordinance.

e. Except to the extent covered by a waiver granted by the Borough Council and appearing on the Plans, the Applicant will build all improvements to Borough standards as set forth in its Ordinances.

f. Applicant shall provide documentation extinguishing all existing easements, restrictive covenants and rights-of way prior to recording final plans.

g. Applicant shall provide written confirmation that Pennsylvania Power and Light Company consents to any construction proposed to overlap its existing easement, if any, prior to recording and/or construction activity commences.

h. Relative to the provisions of the Stormwater Management Ordinance that require the Applicant to design to account for upland flows, the Applicant agrees to limit its storm water release to the capacity generated by the existing storm water system.

i. The Applicant shall obtain an approval letter from the Lehigh Valley Planning Commission.

j. The Applicant shall obtain approval from the Pennsylvania Department of Transportation, and shall supply the Borough with a copy of the Highway Occupancy Permit.

k. The Applicant shall obtain approval from the Pennsylvania Department of Environmental Protection and Northampton County Conservation District, and shall supply the Borough with a copy of the NPDES Permit.

l. The Applicant shall obtain a Will-Serve letter from either the Pen Argyl Municipal Sewer Authority or the Wind Gap Municipal Authority to accommodate its sanitary sewer requirements for the project, prior to recording the final plan.

m. The Applicant shall obtain plan approval from Plainfield Township prior to recording the final plan.

n. A pre-construction meeting shall be required prior to the start of the project.

o. The Applicant shall pay to the Borough all fees for the applications and reviews conducted on behalf of the Borough.

p. The Applicant shall ^{truck} supply turning templates for a

DKM WB-62
the Borough Engineer letter letter of 02-08-2023 (copy attached)

q. The Applicant shall *comply with any and all conditions of*

II. **No-Parking Ordinance.** A no-parking ordinance shall be recommended for approval restricting on-street parking in the areas designated on the Alpha Road Exhibit attached hereto and incorporated herein by reference.

ADOPTED AND APPROVED this 17th day of March, 2023 at a regular public meeting.

BOROUGH PLANNING COMMISSION

[Signature]
DAVID MANZO, ACTING CHAIR
[Signature] *Rafael Esquivel*
v. The SALDO Waiver shall be approved by Borough

Council + noted on the plan

[Signature] s. An approval resolution to be signed by the parties
t. No construction or earth moving until final plan approval