

**MEETING MINUTES OF THE  
BOROUGH PLANNING COMMISSION  
BOROUGH OF WIND GAP  
NORTHAMPTON COUNTY, PA  
October 17, 2024**

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

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

Also present were the Borough Planning Administrator, D. Harbison; Borough and Planning Commission Solicitor, Ronold J. Karasek, Esquire; the Borough EIT-Borough Zoning Officer, 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 May 16, 2024 were approved on motion made by D. Manzo, duly seconded by P. Webber and carried on a unanimous vote of 4-0.

VI. Public Comment-None

VII. Plans to be Discussed

- A. Applicant: 3 Aide Properties**
- Address: 537 Lehigh Avenue**
- Project: Low Rise Multi-Family Residential Townhouse Units - 2 stories with 6 units-Revised Plan**
- District: R-8 (Medium Density Residential)**

Joseph E. Rentko, P.E., the Applicant's Planning Professional, appeared on behalf of the Applicant; and, Mr. Aide (the Applicant) was also present.

Borough EIT Pysher began the discussion with a review of the Plan background i.e. the initial plan of 8 Low-Rise Residential Townhouse Units then the plan revised to seven (7) and now to six (6) units.

Mr. Pysher discussed his Review Letter of October 1, 2024. While several waivers were requested, no SALDO Appendix Eleven (11) was filed. However, Mr. Pysher noted that his office supported several waiver requests as per Nos. 12-width of cartway and sidewalks, 13-"ditto", 14-common driveways (with the condition of a Joint Maintenance, Repair and Replacement Agreement), 19-off-street parking area, 20-landscape islands and parking area, 25-easements and rights-of-way and S4-storm water pipe size (provided the storm water calculations support the waiver). The Applicant agrees to supply the Appendix Eleven Waiver Forms (requesting these waivers) for the next meeting so official action can be taken on the waivers.

A discussion occurred concerning No. 28 of the Engineer Review Letter i.e. a common dumpster for the units or an individual pick-up. A question was also raised as to the demolition of the existing house with/without sanitary sewer cap. Finally and since the instant plan is the

same as the last one (except for a reduction in the number of units), no LVPC Review Letter will be issued for the current plan.

Upon further discussion and on motion by Commissioner Hinton and seconded by Commissioner Manzo and on unanimous vote of 4-0, the matter was tabled to the next Planning Commission meeting.

- B. Applicant: Wawa**  
**Address: 62 North Broadway**  
**Project: 6,049 sq. ft. Convenience Store with proposed Gas Station on 8.7 acres**  
**District: C (Community Commercial)**

Present on behalf of the Applicant was the Applicant's Engineer, Don Peters, PE of Bohler Engineering; the Applicant's Attorney, Kate Durso and the Applicant's Traffic Engineer, a Ben Guthrey (sic). The Borough Traffic Engineer, Peter A. Terry, PE of Benchmark Engineering was also present.

The Borough EIT read portions of his First Review Letter dated September 25, 2024. The Applicant's Engineer stated that all five (5) parcels will be consolidated and that everything on the site will be demolished. The attorney also stated that after consolidation, there will be some subdivision to accommodate adjoining property owners i.e Nucor and North American; and, then the Land Development Plan will proceed.

Commissioner Hinton questions how the plan will affect the entrance/exit to Turkey Hill and the Fidelity Bank (the VP of Fidelity Bank was present for the meeting). Mr. Guthrey stated that neither the Turkey Hill nor Fidelity Bank driveways will be impacted as an additional travel lane will be added to Broadway. Mr. Hinton expressed his concern because of traffic counts and the Recycling Plant traffic and the proposed Warehouse in the adjoining Ross Township. Mr. Hinton "just wants to make the project right".

Commissioner Manzo questioned whether there is any intention to relocate the sanitary sewer main as it may be located in a state right-of-way or state road. The Wind Gap Authority Representative (who was also present at the meeting) stated that the Authority had no intention to relocate the sanitary sewer main so PennDOT approval is not needed.

Commissioner Hinton also spoke regarding Truck/ER Turning Templates<sup>1</sup>; Fire Truck Templates-C-305; Refuse Truck Templates-C-306; WB-50 Truck Templates-C-307 and Fuel Truck Templates-C-308. Commissioner Hinton also asks what is being done with the pond on the property? Perhaps Wawa can drain it and re-design it as a detention basin.

There was a discussion as to SALDO waiver(s) as per the Borough Engineer's Review Letter i.e. Subdivision No. 1-a combined Preliminary and Final Plan; No. 10-Existing Features; No. 17-Water and Sewer Feasibility Report; No. 20-Monuments and Markers (on condition that these are installed after final construction of the project and security is posted in the meantime); No. 26-Size of the Cartway i.e. 60' vs. 48'; No. 37-Landscaping and Screening i.e. landscaping proposed only around the perimeter and not within the traffic islands-gas pump islands/areas; Subdivision No. 9/No. 10-Detention and Retention Facilities i.e. 1 foot vs. 6 inches of freeboard and no access ramp proposed as it is a private...not public facility...and basin may be very shallow so do not need large equipment to navigate it.

Commissioner Manzo discussed the status of overhead electric and phone transmission lines as Frontier Communications may not want to re-locate the existing pole.

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<sup>1</sup> The numbers refer to the Plan Sheets.

Upon further discussion and on motion by Commissioner Hinton and seconded by Commissioner Manzo and on a unanimous vote of 4-0, the matter was tabled to the next Planning Commission meeting.

VIII. Old Business:

Brief discussion of the Street Light Installation Plan i.e. private poles vs. Met-Ed poles and how much light will be provided re the T. Klump Land Development Plan on Third Street. No additional information as the Borough Engineer is waiting for the photometrics of the proposed lights.

IX. New Business: None

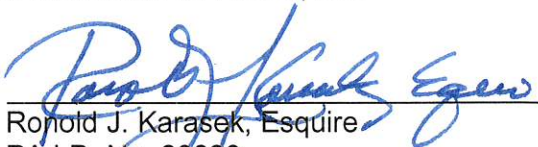
X. Referral from the ZHB: None

XI. Adjournment –8:20 p.m. on a motion made by Commissioner D. Manzo, duly seconded by Commissioner L. Paynter, the Motion to Adjourn was carried with unanimous vote of 4-0.

Respectfully submitted,

KARASEK LAW OFFICES, LLC

By:



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