

**MEETING MINUTES OF THE  
BOROUGH PLANNING COMMISSION  
BOROUGH OF WIND GAP  
NORTHAMPTON COUNTY, PA  
SEPTEMBER 1, 2022**

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, David Manzo and George Hinton were present. Michael McNamara 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 August 4, 2022 were approved on motion made by D. Manzo, 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) and Blake Marles, Esquire (attorney for Applicant). Mr. Robert Hoffman (the Applicant's Traffic Engineer) was unable to be present.

The overall project is the construction of industrial warehouses in Plainfield Township where a portion of an access road – Industrial Drive - is to be constructed in Wind Gap. Improvements in the Borough will consist of inter alia 3,600 feet of various size stormwater pipes, stormwater inlets, manholes and end walls, stormwater pipes, water main, retaining walls, 1950 lineal feet of a forty foot (40') wide road and right-of-way grading. Accordingly, the project (within the Borough) consists of construction of the road and stormwater improvements. No buildings are proposed in the Borough.

The Borough EIT advised that a revised Plan was filed last week so that the Borough Engineer has not had time to conduct a plan review and issue a Second Review Letter. Further and since the last Planning Commission Meeting, the Borough's Traffic Engineer (Peter A. Terry, P.E. of Benchmark Civil Engineering Services) has issued two (2) Review Letters. One on August 5, 2022 to the Plan and the PENNDOT Application and another on August 24, 2022 in response to the SALDO waivers requested.

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The matter was on the Commission's agenda to discuss traffic issues with the Commission. In this regard, the Commission was supplied with the PENNDOT Review Letter dated August 19, 2022. There was some uncertainty as to whether Mr. Terry's review was just as to the Scoping Proposal or to the full HOP Application.

There was discussion that the intersection of the private road with North Broadway did not meet the warrants for a traffic signal. The Commission expressed concern over this potential lack of a signal. Commissioner Hinton was concerned with the speed of northbound traffic as a tractor trailer would make a right turn from the private road onto North Broadway. This also applied to tractor trailers making left turns onto South Broadway. If a light would be warranted, PENNDOT would still have jurisdiction over North Broadway but the Borough would own the light. Engineer Chartrand stated that the Applicant would be in favor of a traffic light; and, perhaps a letter from the Borough would help<sup>1</sup>.

There was an acknowledgment that there would be parking restrictions i.e. parking only on one side of the road so as to facilitate left turns. Commissioner Hinton also inquired about whether CRG would approve a connection of Alpha Road with the private road so as to eliminate the existing Alpha Road intersection with North Broadway. It was stated that there are three intersections with North Broadway and their distance from the private road are: Alpha Road-175 feet, Eight Street-265 feet and Constitution Avenue-400'.

Mr. Terry's August 5, 2022 Review Letter was addressed by Mr. Chartrand. He states that most of Terry's comments are "will comply" by the Applicant. Also, several comments deal with SR 512 and Male Road intersection which is an off-site intersection. Also, it appears that Mr. Terry is deferring to PENNDOT's level of service.

As to Mr. Terry's August 24, 2022 Review Letter, there was no opposition by Mr. Terry to any of the SALDO waiver requests. There was a question as to whether the Use and Access Easement Agreement was available for review; however, it was not. Also, Attorney Marles suggested that this be a condition for Final Approval and not the present Preliminary Plan Approval. The Solicitor was unsure if this would be acceptable.

Plainfield Township Supervisor Donald Moore was present and there was a discussion as to trails and trail-heads. The pedestrian walkway will be on the southside only since there are grading and other issues on the northside. There was discussion as to trails from Tatamy to Stockertown to Plainfield to the landfill. A Borough connection at Buss Street was also mentioned.

Finally, the outstanding SALDO waiver as to trees was addressed. The overhead utilities would prevent the installation of the Borough SALDO approved trees as those trees would grow too high and interfere with the lines. So the Planning Commission (on motion by D. Manzo, second by G. Hinton and on vote of 3-0) recommended approval of the SALDO waiver for the type of trees approved by Plainfield Township.

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<sup>1</sup> Page Two (2) of the PENNDOT Letter does state that Wind Gap should provide review comments with CRG's re-submission to PENNDOT.

There being no further matters to discuss, the Plan was tabled on vote of D. Hinton, second by D. Manzo and vote of 3-0. Attorney Marles supplied another Extension of Time form to October 21, 2022. It is expected that the SALDO Waivers will be placed on the Borough Council Meeting Agenda of September 6, 2022 for review and official action.

**B. Applicant: Cosmo Development, Ltd.**  
**Type: Land Development Plan**  
**Project: Proposed Fourteen (14) Unit Two (2) Story Low-Rise Residential Dwelling**  
**Address: 29 Mechanic Street (Tax Parcels: E8SW4D-10-12, 12A & 11)**  
**District: Zoning District: R-8 (Medium Density Residential)**

No one on behalf of the Applicant appeared to discuss this plan so on motion of D. Manzo and seconded by G. Hinton and on vote of 3-0, action on the plan was tabled.

VII. Old Business: None


VIII. New Business: None

IX. Referral from the ZHB: None.

X. Adjournment – 8:20 p.m. on a motion made by Commissioner L. Paynter, duly seconded by D. Manzo and carried with unanimous vote of 3-0.

Respectfully submitted,

KARASEK LAW OFFICES, LLC

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