

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION
MEETING MINUTES**

**7:30 PM
July 13, 2010**

A Regular Meeting of the Planning Commission of the Township of Salisbury was held at the Township Municipal Building located at 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania. Present were Commissioners Licht, Hebelka, Hassick and Beck. Also present were Mr. Tetteimer, Township Engineer; Attorney Ashley, Township Solicitor; Mr. Soriano, Township Manager and Ms. Sopka, Director of Planning & Zoning. Commissioners Schreiter (excused absence) and McKitish (excused absence) were not present.

CALL TO ORDER

Mr. Beck called the meeting to order.

COMPREHENSIVE PLAN UPDATE

Present were Mr. Tom Palmer of Urban Research Development Corp. (URDC), Mr. Bryan Cope and Mr. Kent Baird both from Wildland's Conservancy.

Mr. Palmer provided the Planning Commission with an update of the Comprehensive Plan and what must take place. Mr. Palmer stated that they will be doing key person interviews including a revisit with the LCCD, School Districts, Township Staff/Departments, Committees and the Police Department, etc. He stated that they would like to revisit the transportation and circulation component to identify hazardous intersections with the Chief of Police. Mr. Palmer stated that the first key person/group to interview is the LVPC. Additionally, he will keep Virginia Savage and Lori Moyer of Lehigh County Community Development up to date as they are instrumentally funding the Comprehensive Plan. He stated that they would also like the Township Attorney and Engineer to be involved. Ms. Sopka stated that he should contact Ms. Janet Keim because she has much historical information regarding the Township.

Mr. Palmer outlined the topics for better understanding of what they are looking for. He asked the Planning Commission what their future visions for the Township would be, relating to these topics. Mr. Palmer gave a brief presentation of the first part of the planning program, Phase I, which has background study topics and existing conditions. Mr. Palmer stated that it would take up to 4 months to finish the background studies for the draft report and explained that the Township Plan must be consistent with the County Plan. They will utilize the LVPC to help keep a regular updated plan.

Additionally, Community Development and Revitalization will be implemented with specific recommendations. These are areas in need of rehabilitation and streets that may need reconstruction, etc. After the background studies and mappings are completed they will continue to Phase II which is the goals, objectives and major issues that include future land use and housing, natural features and open space conservation. This section will utilize the knowledge and information from the Wildland's Conservancy and once they have a solid base for the Comprehensive Plan they will then move onto the zoning aspect.

Discussion continued and it was stated that recommendations should be continuous. To consider working with surrounding municipalities as there is joint grants for these types of projects.

Discussion continued and was noted that the Plan will continually evolve, showing open space, parks, natural features, areas already developed and the increasing population which affects the water usage and sewer usage in the Township. Mr. Hebelka inquired if information could be gathered regarding stormwater usage. He believes this information will be beneficial.

They would like to use the Planning Commission as a sounding board for walking through this process and requested a special workshop meeting monthly for discussion and review.

APPROVAL OF THE MINUTES

On motion of Mr. Hassick, seconded by Mr. Hebelka, the Planning Commission voted to approve the June 8, 2010 Planning Commission Meeting Minutes, there were no objectors. Mr. Schreiter and Mr. McKitish were not present for vote.

432 East Emmaus Avenue – Felton & Egan Minor Subdivision **Continuation from January 12, 2010 Preliminary/Final Minor Subdivision of Parcel #640692491840 equal to 1.186 acres to be divided into three (3) single-family residential lots.**

Present were Mr. Chris Kerkusz, Engineer from Martin H. Schuler Co., Mr. John Felton, Owner and Mr. Patrick Egan, Owner

Mr. Tettermer highlighted the Township Engineer's review letter dated July 6, 2010 and will recommend engineering approval of the Plan after all items referenced have been addressed.

Ms. Sopka highlighted her review letter dated July 7, 2010. She concurs with the items referenced on the July 6, 2010 correspondence from Keystone Consulting Engineer's. She stated that the Plan review expiration is August 3, 2010. There are waiver requests listed in the June 11, 2010 correspondence from Martin H. Schuler Co.

Ms. Sopka stated that Item #1, the non-conformance issue, has been addressed and corrected on resubmission of the Site Plan. Ms. Sopka referred to Item #3 and reviewed the Zoning Ordinance for tree cutting for construction stating it is very specific. She stated that 15 or more trees are scheduled for removal between Lots #2 and #3 per the Site Plan and may exceed the 15 foot requirement. Mr. Kerkusz stated that he would keep the three trees retained because they are not on the property line.

Ms. Spoke referred to discussion from the previous minutes that address the underground oil tank. She inquired if the tank was removed prior to the recording of the Plans. Mr. Kerkusz stated the Plan has been revised to an above-ground storage tank and it is currently being utilized.

Mr. Beck stated that more information needs to be obtained for the Plan to be complete. Mr. Kerkusz stated the item that needs completion is a PennDot permit for utilities and Planning Module. They are in receipt of adequacy letters from the City of Allentown for waste water and are awaiting a response from Keystone Consulting Engineers regarding the capacity. He stated they are in receipt of permits for the driveway.

Mr. Beck reviewed the waiver and deferral requests for location of natural features within 100 ft. of the tract, sidewalks and curbs, easements along E. Emmaus Avenue, street trees and landscaping. Mr. Kerkusz stated they are proposing two street trees because they are unable to provide five street trees due to the close proximity of the buildings.

Mr. Hassick inquired what the specific request is for the curb and sidewalk because the developer's correspondence requests both. Attorney Ashley stated the curb and sidewalk was customarily granted a

deferral because it was undecided if curbing would be needed in the future. Attorney Ashley advised the developer to correct the June 11, 2010 correspondence to a deferral request. Mr. Kerkusz concurred.

A motion was made by Mr. Hebelka, seconded by Mr. Licht, the Planning Commission voted 4-0 to grant the waiver to Section 7.3.C with respect to location of natural features within a 100 feet of the tract, a partial waiver to Section 10.15 with respect to easements along E. Emmaus Avenue, a partial waiver to Section 10.16 with respect to street trees and landscaping, and a deferral to Section 10.12 with respect to sidewalk and curbs. Mr. Schreiter and Mr. McKitish were not present for vote.

Mr. Beck opened the floor for **public comment**. One resident of the Yeker Farm Subdivision inquired as to the start date of construction and if there is any agreement between Felton & Egan and Selvaggio Enterprises. She continued to express her concerns with Selvaggio, the rain gardens, the mosquitos and the poor drainage. Ms. Sopka advised her that the Selvaggio subdivision is under review and communication will be extended to the property owner of Selvaggio for probable future meeting. Ms. Sopka advised that she would try to obtain the status of the review.

A motion was made by Mr. Hebelka, seconded by Mr. Hassick, the Planning Commission voted 4-0 to grant approval of the Felton & Egan Minor Subdivision with conditions as referenced in the Township Engineers letter dated July 6, 2010, as well as the Zoning Officer's letter dated July 7, 2010, and that it is in compliance with other federal, state and local laws, rules and regulations. Mr. Schreiter and Mr. McKitish were not present for vote.

3333 Lehigh Street – Scott Cars Inc. Land Development

Land Development Plan of Parcel #549562793127 incorporates approximately 8.158 acres of land in the Commercial Zoning District C-3. The property incorporates automobile service and sales. Chapter 27-117.1.A requires Site Plan review by the Planning Commission and Board of Commissioners for any reconstruction or expansion of more than 2,000 sq. ft. in floor area of industrial, apartment, office or commercial buildings. The applicant is complying with a request by General Motors to participate in the Building/Improvement Campaign. The previously approved Service Bay Addition is being withdrawn and the current plan will incorporate replacement of the showroom façade, and additional building to include a Service Reception Garage and Writer Area of 3,600 sq. ft.

Present was Stephen A. Pany, Engineer of Pany & Lentz Engineering Co.

Mr. Tettermer highlighted the Township Engineer's review letter dated July 7, 2010. He noted that this Plan is slightly different than the March and April Plan approval, which was never recorded. The difference is that the location was moved from the back to the front of the property. Mr. Tettermer reviewed the waiver and deferral requests. He stated when the requests are approved and satisfactory, they would recommend engineering approval of the Plan.

Ms. Sopka highlighted her review letter dated July 9, 2010. The zoning review of the project indicates that a separate site plan is required by the Planning Commissioners and Board of Commissioners when any reconstruction or expansion of more than 2,000 sq. ft. in the floor area of a commercial building is proposed. The Plan is almost the same as the previous submission, except the addition is altered from location. In reviewing the zoning requirements, there is

compliance and is indicated that the previous plan will be withdrawn. Ms. Sopka stated that she concurs with the Township Engineer's letter dated July 7, 2010.

Mr. Pany stated the Plan is changed slightly from a Service Garage Addition to a Service Reception Area. The change is part of an improvement plan requested by General Motors and Scott Chevrolet wants to implement that; therefore, the previous approved Plan will be formally withdrawn and a letter will be provided.

Mr. Beck clarified they are keeping the same principal. Mr. Pany stated yes and that with recommendation of Township Engineer's comment Item #2, they will add directional signs and pavement markings for better vehicular circulation around the building.

Mr. Pany referred to Item #4 and stated the LVPC is reviewing this Plan as a revised final plan; therefore, a signature will be obtained. Regarding Item #6, he stated that at the center of the addition, the grade is a ½ foot higher than the floor. Mr. Pany explained that the doors on the east and west sides are the matching existing grade but in the middle of the building there is a high point for proper drainage. Mr. Beck inquired if they are having any issues with stormwater backup. Mr. Pany stated they have not had any water issues and noted that they replaced the stormwater system through the site when the Hummer building was constructed.

Mr. Beck referenced the deferral and waiver requests. Mr. Pany advised they would prefer no street trees for visibility purposes. Mr. Beck inquired if shrubbery will be added. Mr. Pany explained that they are going to rework the exterior plan to comply with the Scott Chevrolet image. Unfortunately, they will not be able to do landscape shrubbery because it will eliminate five feet of pavement which will narrow the front area and would not allow them to maintain the existing circulation. Mr. Pany offered to place the shrubbery in the additional landscaped area that currently exists.

A motion was made by Mr. Hebelka, seconded by Mr. Licht, the Planning Commission voted 4-0 to make recommendation to grant the deferrals of SALDO 10.1.2 curb and sidewalk requirements and SALDO 10.16 street tree requirements. Mr. Schreiter and Mr. McKitish were not present for vote.

A motion was made by Mr. Hassick, seconded by Mr. Licht, the Planning Commission voted 4-0 to make recommendation to accept the request of waivers for SALDO 3.2.A.3 Preliminary/Final Plan Approval and SALDO 5.3.F.2 slope shading. Mr. Schreiter and Mr. McKitish were not present for vote.

A motion was made by Mr. Hebelka, seconded by Mr. Hassick, the Planning Commission voted 4-0 to make recommendation for approval of the Plan pending conditions of compliance with the Township Engineer's correspondence dated July 7, 2010, as well as the Township's Zoning Officer correspondence of July 9, 2010 with the conditions of additional shrubbery to be provided where practical, and also to be in compliance with federal, state and municipal permit regulatory requirements. Mr. Schreiter and Mr. McKitish were not present for vote.

OTHER BUSINESS

None

ADJOURNMENT

On motion of Mr. Hassick, seconded by Mr. Hebelka, the Planning Commission voted to adjourn the meeting. Meeting adjourned.