

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION  
MEETING MINUTES**

**7:30 PM**

**August 11, 2015**

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.

**CALL TO ORDER**

Mr. Beck called the meeting to order.

**ROLL CALL**

Glenn Miller  
William Licht (excused)  
Richard Schreiter (excused)  
James Brown  
Richard Hassick  
Stephen McKitish  
Charles Beck  
John Ashley, Township Solicitor  
David Tettermer, Township Engineer  
Cynthia Sopka, Director of Planning and Zoning

**APPROVAL OF THE MINUTES**

**On motion of Mr. Hassick seconded by Mr. Miller, the Planning Commission voted 5-0 to approve the July 14, 2015 Planning Commission Meeting Minutes as amended. All in favor.**

**2110 and 2120 West Mosser Street Preliminary/Final Minor Subdivision**

**Review the previously tabled Preliminary/Final Plan for the Minor lot Subdivision of land affixed to 2120 West Mosser Street that will be conveyed to the property of 2110 West Mosser Street which will allow access to their existing garage.**

Present was Mr. James Weed, P.L.S of Weed Land Survey. The purpose of the minor lot subdivision/lot consolidation plan purposes to subdivide a right-of-way tract and distribute the area between two adjacent lots. No new lots or construction are proposed as part of the subdivision. The site is located at the northeast corner of the intersection of West Mosser Street and Martin Luther King, Jr. Drive and is in the R1 zoning district. Both existing dwelling units utilize public sewer and water facilities.

Mr. Tettermer highlighted his review letter dated August 5, 2015. Mr. Tettermer addressed SALDO 10.4.I.3 regarding a cul-de-sac that must have a fully paved turnaround for

emergency vehicle maneuverability including delivery trucks and trash haulers. It should be discussed whether a 20 foot long turnaround easement across the northern end of the 30 feet wide right-of-way should be provided. Besides the residents this area will not get a lot of traffic.

Additional items for review that need to be included on the plan are the names of adjoining property owners, copies of existing property deeds, existing contour lines and slope shading or a waiver to be requested, natural features, existing right-of-way width, existing public/sewer facilities, and direction of external boundary lines. In conclusion, when all items are satisfactorily agreed, addressed and waivers received, he would recommend engineering approval of this Preliminary/Final Minor Subdivision.

Ms. Sopka highlighted her letter review letter dated 08/05/2015. The project incorporates the minor subdivision of approximately 3,790 square feet of land that will be subdivided from Parcel 2 and conveyed to Parcel 3. Parcel 1 and Parcel 3 are developed with homes and detached garages. The portion of land that will be conveyed to 2110 W. Mosser Street will lessen the nonconformity of the property and improve accessibility to their existing garage. The agreement had been negotiated through litigation.

Ms. Sopka advised that the township was in receipt of correspondence from the Salisbury Township Fire Inspector dated July 9, 2015 indicating there were no concerns.

Ms. Sopka concurred with Mr. Tetteimer's recommendation in his letter dated August 5, 2015.

Mr. Beck requested that an additional line to be incorporated into the Final Plans for his signature and the secretary's signature.

**On motion of Mr. McKitish, seconded by Mr. Miller, the Planning Commission voted 5-0 to accept the requested required waivers for SALDO Section 7.3.C.1. Existing Contour Lines within 100 feet and SALDO Section 7.3.C.2 Slope shading on site within 100 feet. All requested approved waivers shall be placed on the Plan. All in favor.**

**On motion of Mr. Hassick, seconded by Mr. McKitish, the Planning Commission voted 5-0 to make recommendation to granting a Conditional Approval to the Preliminary/Final Minor Subdivision subject to any conditions stipulated by the Township Engineer's correspondence letter dated August 5, 2015, the Planning Directors Correspondence letter dated August 5, 2015, the Salisbury Township Fire Inspectors correspondence letter dated July 9, 2015; and compliance with all Federal, State and Local regulations. All in favor.**

**1211 Salisbury Road Preliminary/Final Minor lot Subdivision**

**Review the proposed Preliminary/Final Plan for a Minor Lot Subdivision of 1211 Salisbury Road. The property is located in the R-4 Medium Density residential district.**

Present were Mr. Joseph Young, Owner. The proposed Minor Subdivision is located in the Medium Density Residential (R-4) zoning District of Salisbury Township. The proposed project intends to subdivide an existing 22,603 square foot property into two (2) residential parcels. Currently the parcel is developed with a house, a detached garage and a shed.

Mr. Tetteimer highlighted his review letter dated August 5, 2015. He stated that a PADEP Sewage Planning Module is required for this subdivision and since the subdivision will be creating one new residential building lot, a recreation fee will be required. In conclusion, when the items are satisfactorily addressed, he would recommend engineering approval for this plan.

Ms. Sopka highlighted her review letter dated August 6, 2015. The R4 zoning criteria should be delineated on the site plan for each respective parcel such as the front yard setback, rear yard setback, and side yard setbacks along with the maximum building coverage and maximum impervious coverage. Based on her review of the zoning setbacks indicates the proposed Lot 1 does not meet the required 35 feet rear yard setback. The site plan also makes reference to the rear yard setback as 25 feet however the Ordinance indicates it is 35 feet.

The applicant had submitted their request of waivers and deferrals in a letter dated June 9, 2015. Please note all waivers/deferrals/zoning variances shall be listed on the plans prior to recording. The following waivers were approved by the Planning Commissioners: SALDO 7.3.B.6; 7.3.C.1; partial waiver 7.3.C.2 and a deferral to 10.12 (sidewalks).

The Salisbury Township Fire Inspector's provided recommendation in their July 9, 2015 Correspondence stating the new parcel should use the street address of Ueberroth Street and the existing house and property is properly marked as 1211 Salisbury Road.

Ms. Sopka concurs with Mr. Tetteimer's recommendation in his letter dated August 5, 2015.

Street trees were discussed, the plan shows 1 tree, the **requirement** is a minimum of 7 street trees for this subdivision. The size, height and specific trees are required per the Ordinance. This information would be shown on the plan.

Mr. Beck stated that an additional line be incorporated into the Final Plans for his signature and the secretary's signature.

**On motion of Mr. Miller, seconded by Mr. Hassick, the Planning Commission voted 5-0 to make recommendation to approve the Preliminary/Final Minor Subdivision Plan. The Planning Commission provided conditional approval subject to any conditions stipulated by the Township Solicitor, Township Engineer's correspondence letter dated August 5, 2015, the Planning Directors correspondence letter dated August 5, 2015, and compliance with all Federal, State and Local regulations. All in favor.**

**2214 & 2216 North Melrose Lane Preliminary/Final Minor Lot Subdivision**  
**Review the proposed Preliminary/Final Plan for a Minor Lot Subdivision and Lot Consolidation between 2214 & 2216 North Melrose Lane (referenced as Lots 14&15 of Southbury Park).**

Present were Myron Haydt, Owner and Mr. Daniel Witczak, P.E. of Acela Engineering Company. The Lot Line Adjustment is proposed to subdivide a 15,635 square foot area on the south side of Lot #15 and adding it to the north side of Lot #14. Lot #15 is undeveloped and Lot #14 contains one existing dwelling. The proposed project intends to adjust the lot line between #14 and #15 due to the placement of the well for Lot #14.

Mr. Tetteimer highlighted his review letter dated August 5, 2015. Mr. Tetteimer recommended an analysis of the Lot #15 regarding the construction area and the contours of steep slopes that shall be provided. The relocation of the lot line will incur a reduction in lot size. In that, the subdivision could not proceed without a zoning variance to this section.

Mr. Tetteimer reviewed the additional items which will require waivers. These items are for existing contour lines and slope shading. Waivers were requested for both items and there is no engineering objection to granting the waivers.

In conclusion, until all items are satisfactorily addressed, specifically the analysis of the lot line adjustment, engineering approval is not currently recommended.

Ms. Sopka highlighted her review letter date August 6, 2015. She stated that she is recommending the applicant include a site plan that references the various slopes on both properties Lot #14 and Lot #15.

The Township Engineer has requested a review of Chapter 27 §505.5 relative to Lot 15 and the existing slopes. The zoning ordinance does require if a property utilizes on lot septic and water there shall be consideration of parcel size relative to the slope within the construction zone. If the construction area is located in an area over 15 to 25 % and equates to less than 400 S.F. then the requirements related to 25% slope does not apply. It appears the construction for the driveway and area near the proposed home and proposed retaining wall will exceed the 400 S.F. thresholds which require the parcel to equal 5 Acres. The relocation of the lot line on Lot 15 will incur a reduction in lot size from 5 acres to 4.64 acres. This reduction would require Zoning Hearing Board review.

Ms. Sopka stated that she concurs with the recommendations by Mr. Tetteimer's letter dated August 5, 2015.

Mr. Witczak stated they modified and resubmitted the preliminary/final showing that Lot #14 will be 4.64 acres and the remaining land will be conveyed to Lot 15 based on the review letters recommending Lot #15 remain 5 acres. The lot line was shifted slightly because of the lot shape and the locations of the driveway. There was limited space. They wanted to provide an option for the other property if future home construction would take place.

**On motion of Mr. McKitish, seconded by Mr. Miller, the Planning Commission voted 5-0 to TABLE the proposed Preliminary/Final Plan for the Salisbury Parks Minor Lot Subdivision and Lot Consolidation between 2214 & 2216 North Melrose Lane. All in favor.**

**Discuss proposed amendments to the Zoning Ordinance as referenced in the July 8, 2015 Correspondence of the Planning Director.**

Ms. Sopka stated that she is in the process of doing research on surrounding municipalities regarding the residential accessory structure and where it is specified in the zoning ordinance. She would like to continue gathering more information and evaluate utilizing building coverage to determine impacts of accessory structures.

**OTHER BUSINESS**

NONE

**ADJOURNMENT**

The Planning Commission voted to adjourn the meeting. All in favor.