

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION  
MEETING MINUTES  
7:00 PM  
January 12, 2021**

The Planning Commission meeting of the Township of Salisbury was held at the Salisbury Township Municipal Building, 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania and online via Zoom platform.

**CALL TO ORDER**

Charles Beck called the meeting to order at 7:02pm.

**ROLL CALL**

Charles Beck, Chairman  
Richard Hassick  
Jessica Klocek  
Mark Kijak  
Glenn Miller  
Jimmy Brown (arrived late)  
Rick Schreiter - Excused  
John Ashley, Township Solicitor  
David Tetteimer, Township Engineer  
Kerry Rabold, Planning & Zoning Officer

A list of all participants via zoom can be obtained from the Community Development Department and is attached with the minutes.

**ELECTION OF OFFICERS**

**Mark Kijak nominated Charles Beck for Chairman, seconded by Glenn Miller.  
Jessica Klocek nominated Rick Schreiter for Vice Chairman, seconded by Glenn Miller.  
Richard Hassick nominated Jessica Klocek for Secretary, seconded by Glenn Miller.**

**There were no other nominations.**

**Motion was made by Glenn Miller for all members of the Planning Commission to accept the slate of officers as presented. Mark Kijak seconded the motion. The Planning Commission voted 5 -0 in favor. Jim Brown arrived after the vote was taken.**

**APPROVAL OF THE MINUTES – NOVEMBER 10, 2020**

No corrections were recommended.

**On motion of Jessica Klocek , seconded by Glenn Miller, the November 10, 2020 Planning Commission Meeting Minutes have been accepted as written. Planning Commission voted 5-0. Mr. Brown was not present.**

**1756 RITTER STREET – GRADING REVIEW (NO. 20-0296)**

Waiver request was submitted by Fabian Cedeno (builder) from SALDO 1003.7 requiring the submission of plans to the Lehigh County Conservation District for the approval of an Erosion Control Plan.

Mr. Tettermer stated that they are not required to have land development approval but must have a grading plan for the single family detached home. Mr. Tettermer would review the erosion control plan as part of the grading plan.

Attorney Ashley stated that the Planning Commission has approved a waiver before relating to a grading plan.

**Motion was made by Richard Hassick, seconded by Glenn Miller to recommend approval to grant the request for a waiver. Planning Commission voted 5-0 in favor. Jim Brown was not in attendance during this discussion or vote.**

**839 EAST LYNNWOOD STREET – PRELIMINARY/FINAL MINOR SUBDIVISION (NO. 20-0246)**

Review the Preliminary/Final site plan and request for waivers submitted by Marie Searfoss for the minor subdivision.

Mr. Tettermer reviewed his letter of January 5, 2021 which included comments pertaining to: 1)-Zoning Ordinance 27-602.1 (Parking spaces) and Zoning Officer Kerry Rabold would speak on this issue. 2)-SALDO 22-703.3.B (slope contours) – a waiver would be required if not shown on the plan. 3)-SALDO 1003.7 (Lehigh County Conservation District Erosion Control Plan) the plan would be required to be submitted to Lehigh County Conservation District or a waiver would be required. 4)-SALDO 1004.11.B(1) (Right of Way) current right-of-way cross-section requires 3 percent slope towards the curb, the plan proposes retaining walls that extend into grass/sidewalk area and 3:1 embankment slope extending into the right-of-way, plan needs to be revised or a waiver to this section is required. 5)-SALDO 22-1011.6.C (driveway grade) driveways behind the right-of-way shall not exceed 4 percent, the plan proposes a driveway slope for Lot 2 of approximately 7 percent-the plan needs to be revised or a waiver to this section is required. 6)-SALDO 1012.1 (sidewalks) a deferral to this section has been made in writing. 7)-SALDO 1013 (property markers) the plan notes iron pipes to be set at the front boundary corners, a waiver has been made in writing to allow iron pins at the property corners.

Robert Piligian, PLS of Bascom & Sieger spoke in response to Mr. Tettermer's letter of January 5, 2021. He stated that due to Zoning Hearing Board the plan has been revised to reflect a change in the driveway and retaining walls. The driveway slope is at 7 percent, to get the 4 percent the houses would have to move so far back on the property, it would not be feasible. There are no sidewalks in the neighborhood thus the request for a waiver.

Mr. Tettermer said that an in-house review is needed of the change plans and recommended tabling the project .

Ms. Rabold noted that the deadline for this project is January 31, 2021 and Planning Commission would need to vote on a time extension.

**Motion was made by Jessica Klocek, seconded by Glenn Miller to accept the time extension granted until March 31, 2021. Planning Commission voted 6-0 in favor.**

**Motion was made by Jessica Klocek, seconded by Richard Hassick to table the project. Planning Commission voted 6-0 in favor.**

**1204 VOORTMAN AVE – MINOR SUBDIVISION (NO. SALDO -20-001)**

Review of the Preliminary/Final site plan and request for waivers submitted by Grace Realty Co. Inc., for minor subdivision.

Ms. Rabold stated she received a request from Grace Realty Co. Inc., to table until the plan was revised.

**2638 WEST ROCK ROAD – PRELIMINARY LAND DEVELOPMENT (NO.19-0020)**

Review of the Preliminary site plan and requests for waiver submitted by Girl Scouts of Eastern Pennsylvania, Inc. for land development at 2638 West Rock Road.

Mr. Tettermer reviewed his two letters of January 5, 2021, his comments on the Preliminary Plan submission in relation to Zoning Ordinance 27-306 (Attachment 2)- this is considered a “Recreation area, non-profit private” use, a minimum of 5 acres is required, with that being said any approvals or recommendations of approval should be conditioned on the approval of and recording of a Lot Consolidation that creates a tract in excess of 5.0 acres. Pertaining to SALDO 10.7 plan proposes to construct a private sanitary facility on the site, it is Mr. Tettermer’s recommendation that the Township Sewage Enforcement Officer should review and approve said design. In general, the Preliminary Lot Consolidation Plan, dated November 18, 2020 is ready to go and has already been approved by the Planning Commission.

Christopher Williams of Barry Isett, Assoc. stated that the plan is under review with the Lehigh Valley Planning Commission, Conservation District and the Township Sewage Enforcement Officer at this time.

Stephanie Koenig of Fitzpatrick, Lentz and Bubba, would like a conditional positive recommendation on the Land Development plan.

Discussion followed pertaining to the length of time of approval for the plan with the Lehigh Valley Planning Commission, and Lehigh County Conservation District. Mr. Tettermer remarked that there are several phases before approval and that both entities are backed up. It would take some time for their approvals and to change plans if either made recommendations.

Ms. Koenig stated they would like to grant an extension until March 31, 2021.

The floor was open for discussion – Jamie Collins, landscaper and future neighbor, spoke on the planting plan and asked why non-native species were chosen for replanting and why plans are not in place for

hydrology. Stephanie Koenig stated that two property managers and a landscaper are on staff and that if Ms. Collins would like to volunteer her services they would welcome her on board.

Several residents, via Zoom, discussed the water runoff impact from the parking area and removal of trees and traffic issues. Photos and videos were shown depicting flood yards and water running through yard due to unusual storm that came through the area. In answer to resident concerns, Mr. Williams stated that tree absorption calculations were on the plans as well as water runoff and this project is held to a higher standard than earlier development in the area. Ms. Koenig stated that traffic concerns had been addressed with the Zoning Hearing Board.

**Motion was made by Glenn Miller, seconded by Charles Beck to accept a time extension granted by Girl Scouts of America until March 31, 2021. Planning Commission voted 5-0 in favor with 1 abstention.**

**Motion was made by Glenn Miller, seconded by Richard Hassick to table the project until more information is provided. Planning Commission voted 5-0 in favor with 1 abstention.**

#### **ADJOURNMENT**

**Motion was made by Glenn Miller, seconded by Jessica Klocek to adjourn the meeting. Planning Commission voted 6 – 0 in favor.**

**Charles Beck, Chairman, adjourned the meeting at 9:30 pm.**