

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION  
MEETING MINUTES**

**7:30 PM  
July 14, 2020**

A regular meeting of the Planning Commission of the Township of Salisbury was held at the the Salisbury Township Municipal Building, 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania.

**CALL TO ORDER**

Mr. Charles Beck, Chairman, called the meeting to order.

**ROLL CALL**

Charles Beck, Chairman  
Rick Schreiter, Vice Chairman  
Glenn Miller, Secretary  
Richard Hassick  
James Brown  
Mark Kijak  
Jessica Klocek  
John Ashley, Township Solicitor  
David Tettermer, Township Engineer  
Jim Milot, Alternative Township Engineer  
Kerry Rabold, Planning and Zoning Officer

**APPROVAL OF THE MINUTES**

Mr Tettermer corrected one item in the minutes: in the 3<sup>rd</sup> paragraph on page3, the 4<sup>th</sup> sentence should state Mr. Beaven and not Mr. Bohler.

Mr. Miller corrected an additional item in the minutes: on page 5, the motion was made by Mr. Miller, not Ms. Miller.

**On motion of Ms. Klocek, seconded by Mr. Miller, the June 9, 2020 Planning Commission Meeting Minutes have been accepted as corrected.**

**1453 LEHIGH AVENUE – PRELIMINARY/FINAL MINOR SUBDIVISION (NO. 20-0050)**

**Motion was made by Ms. Klocek to accept the extension of time until November 30, 2020 granted by the applicant. Mr. Kijak seconded the motion. The Planning Commission voted 7-0 in favor.**

**3401 LEHIGH STREET/689 STATE AVENUE – PRELIMINARY LAND DEVELOPMENT (NO. 20-0186)**

Mr. Ron Corkery, Esquire, of Corkery & Almonti Attorneys at Law, and Mr. Thomas Deily, of Keystone Consulting Engineers, represented the owner/applicant, Vinart Realty Associates, LP. Mr. Corkery spoke of the history of the project/site and the proposed additions and reconfigured front parking lot.

Mr. Corkery stated that there will be no new employees, no new dealership, but a new fire suppression system will be added to the building. Mr. Corkery also stated zoning and building approval was already received from Emmaus Borough for the portion of addition that is within their municipal boundaries.

In response to the review letters by Jill Lipovsky Smith, PE of Hanover Engineering, Alternate Township Engineer (dated July 9, 2020) and by Kerry Rabold, Township Planning and Zoning Officer (dated July 10, 2020), Mr. Corkery has requested a meeting between himself, the applicant's Engineers, the Township Solicitor, the Township Alternative Engineer, and the Township Planning and Zoning Officer to discuss everything. Plans will be revised and resubmitted based on the outcome of that meeting. All in attendance agreed.

Mr. Kijak questioned if four ADA spaces were adequate for the proposed additions. Mr. Milot stated that the issue will be discussed at the meeting Mr. Corkery requested. Both he and Ms. Rabold had requested parking tabulations within their review letters to verify this.

Mr. Miller asked if the plans have been reviewed by the Fire Department. Ms. Rabold stated that she will submit the plans to the Fire Department for review and comment.

The discussion was tabled until revised plans have been submitted. The current deadline for this project is October 12, 2020.

**820 PUBLIC ROAD – PRELIMINARY/FINAL MINOR SUBDIVISION (NO. 20-0031)**

Mr. Jay Chamberlain, of Hanover Engineering, Mr. Nicholas Youssef, Applicant and Contractor, and Mr. Victor Youssef, Property Owner, were present. Mr. Chamberlain was present as the request of Mr. Joseph Rentko, the Applicant's Engineer, who could not attend.

A letter dated March 24, 2020 from the Lehigh Valley Planning Commission was reviewed as was a letter dated March 20, 2020 from the applicant requesting consideration for waivers.

Mr. Tetterer reviewed his letter dated July 7, 2020. There were 11 comments, some to "clean up" certain items and 7 comments to be addressed by the Planning Commission. The applicant has submitted letters requesting all the stated waivers and deferrals. Mr. Tetterer stated that he has no engineering objections to granting the waivers and deferrals. Mr. Tetterer also stated that the Subdivision Improvements Agreement and the BMP Operations and Maintenance Agreement are being worked on with the Township Solicitor. A letter from the City of Bethlehem is required stating that there is enough water pressure to support to proposed dwellings. The Applicant must provide this to be reviewed by Salisbury Township.

Mr. Kijak asked about the waiver request for comment #5 (lot depth and width). Mr. Tetteimer stated that the requirement was added to SALDO in order to prevent long, narrow lots from being created. The proposed lots are only slightly larger than the recommended proportion.

Mr. Tetteimer spoke about the proposed driveway slopes. Because Public Road is wide (45 feet to property line), keeping the slope of the driveway at 4% for 20 feet will allow space for a car to be parked in the driveway. The slope will increase to 10% after 20 feet. 10% is allowed in the Ordinance.

Water runoff along Public Road was discussed. Mr. Tetteimer stated that curbing will be installed and swales are proposed to prevent issues. Mr. Tetteimer stated that on Lot 1 there is an existing tree line and the applicant is proposing to put a drainage swale there to help control runoff. The driveways have also been sloped to direct runoff into the grass instead of the garages. Mr. Schreiter and Mr. Miller both asked if the plan is enough and if it will create more problems in the future. Mr. Tetteimer stated that the design meets Township requirements and that it is the developer's and the applicants' responsibility to go above the Township standards to make sure it is constructed well. Mr. Schreiter asked if the Township would be liable in the future. Mr. Ashley stated that the Township is not liable; as long as the development is constructed to Code, it is a private property matter. Mr. Chamberlain stated that this discussion already took place at the March meeting of the Planning Commission and curbing, infiltration pits, and swales were designed to address the Planning Commission concerns. Mr. Tetteimer stated that the drainage swales will run along the property lines between the lots. Discharge will go through the depressed curb on Lot 3 and into a wooded area. Mr. Schreiter stated that the wooded lot is private property.

Ms. Klocek noted that the letter from the Lehigh Valley Planning Commission strongly recommends the inclusion of sidewalks. Discussion followed in regards to sidewalks and the applicant's waiver request for this item. Mr. Tetteimer noted that it would be a deferral and not a waiver. Mr. Chamberlain amended the letter from Mr. Rentko dated March 20, 2020 asking for the deferral instead of a waiver.

The original waiver request letter from Mr. Rentko did not ask for a waiver from the road widening requirement. Mr. Chamberlain submitted a letter dated July 14, 2020 asking for this waiver.

**Motion was made by Ms. Klocek to grant waivers from SALDO 1003.7, SALDO 1006.1.C, and SALDO 1011.6.C as requested by Mr. Rentko in his letter dated March 20, 2020. Mr. Hassick seconded the motion. The Planning Commission voted 6-1 in favor.**

**Motion was made by Ms. Klocek to grant the deferral from SALDO 1012 for sidewalks as requested by Mr. Rentko in his letter dated March 20, 2020. Mr. Hassick seconded the motion. The Planning Commission voted 6-1 against.**

**Motion was made by Ms. Klocek to grant the deferral from SALDO 1004.1.E for road widening as requested Mr. Chamberlain in his letter dated July 14, 2020. Mr. Miller seconded the motion. The Planning Commission voted 7-0 in favor.**

**Motion was made by Ms. Klocek to accept the extension of time until November 30, 2020 granted by the applicant. Mr. Hassick seconded the motion. The Planning Commission voted 7-0 in favor.**

**Motion was made by Mr. Miller to table this discussion. Ms. Klocek seconded the motion. The Planning Commission voted 7-0 in favor.**

**2451/2460 PARKWOOD DRIVE – PRELIMINARY LAND DEVELOPMENT (NO. 20-0184)**

Ms. Klocek stated that she must recuse herself from this discussion as she has a conflict of interest.

Mr. Brent Tucker and Mr. Stuart Pidcock of the Pidcock Company represented the owner/applicant, Parkwood Real Estate Trust LLC. Mr. Tucker presented the project and plans. The project proposes to raze the existing one-story building along I-78 and construct a new one-story office building in a similar location. A second office building will also be constructed on the portion of land that falls within the Allentown City jurisdiction. Separate applications have been submitted to Allentown City for review and approval. The plans were also submitted to the Lehigh Valley Planning Commission for their review.

Mr. Tucker recognized the zoning denial letter issued by Ms. Rabold on July 14, 2020 and stated that they will pursue a zoning variance to construct the office building in its proposed location.

Mr. Tucker submitted a request for waivers and deferrals that were granted with their last submission on this property. Mr. Tettermer stated that since this is a new project, it must be considered independent of the previous approvals, waivers, and deferrals.

Mr. Tettermer reviewed his letter dated July 7, 2020. Mr. Tettermer noted that the previous Lot Consolidation process was not finished and must be completed in order for this project to be approved. Steps will be taken to complete this process. Mr. Tucker stated that he will also walk through Mr. Tettermer's letter and revise the plans as needed.

Mr. Tettermer asked that, as stated in item 7 of his letter dated July 7, 2020, in item I of Ms. Rabold's letter dated July 14, 2020, and in §27-605.1.A & §27-605.1.B of the Salisbury Township Zoning Ordinance, the Planning Commission must determine the number of "off-street loading facilities sufficient to accommodate the maximum demand generated". Discussion followed regarding the number, design, and location of loading spaces required.

**Motion was made by Mr. Miller to require one stripped space for loading and unloading. Mr. Kijak seconded the motion. The Planning Commission voted 6-0 in favor with one abstained.**

**Motion was made by Mr. Schreiter to table this discussion. Mr. Hassick seconded the motion. The Planning Commission voted 6-0 in favor with one abstained.**

**COURTESY OF THE FLOOR**

Nothing presented.

**AJOURNMENT**

**On motion Ms. Klocek, seconded by Mr. Miller, the meeting was adjourned.**