

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION
MEETING MINUTES**

**7:00 PM
April 13, 2021**

The Planning Commission meeting of the Township of Salisbury was online via Zoom platform.

CALL TO ORDER

Mr. Beck called the meeting to order at 7:05pm.

ROLL CALL

Charles Beck
Jessica Klocek
Mark Kijak - Excused
Rick Schreiter
Jimmy Brown
Richard Hassick
Frank Frankenfield
John Ashley, Township Solicitor
David Tettermer, Township Engineer
Kerry Rabold, Planning & Zoning Officer

Participants via zoom: Paul Willistein of Salisbury Press; Stephanie Koenig with Fitzpatrick, Lentz, and Bubba of Two City Center – 645 W Hamilton St.; Joseph Bubba with Fitzpatrick, Lentz, and Bubba of Two City Center – 645 W Hamilton St.; Takesha Thomas of WFMZ;

APPROVAL OF THE MINUTES – March 9, 2021

On motion of Jessica Klocek, seconded by Jimmy Brown, the March 9, 2021 Planning Commission Meeting Minutes have been accepted as written. Planning Commission voted 6-0 in favor.

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

The Girl Scouts of Eastern Pennsylvania, Inc. have granted an extension of time until September 30, 2021 for the Land Development at 2638 West Rock Road.

Motion was made by Rick Schreiter, seconded by Jimmy Brown to accept the time extension granted until September 30, 2021. Planning Commission voted 5-0 in favor, 1 abstention.

1453 LEHIGH AVENUE – MINOR SUBDIVISION (NO. 20-0050)

Marie Searfoss has granted an extension of time until July 31, 2021 for the minor subdivision at 1453 Lehigh Avenue.

Motion was made by Jessica Klocek, seconded by Richard Hassick to accept the time extension granted until July 31, 2021. Planning Commission voted 6-0 in favor.

REVIEW OF PROPOSED CHANGES TO THE SALISBURY TOWNSHIP SUBDIVISION & LAND DEVELOPMENT ORDINANCE (CHAPTER 22) PART 2. "DEFINITIONS".

Ms. Rabold asked for the Planning Commissions input on proposed changes and clarifications to Chapter 22 Part 2 "Definitions" of the Salisbury Township Subdivision & Land Development Ordinance. This is being done in an overall coordination with the Zoning and Grading ordinances to make them all more cohesive. Some of the definitions to be clarified, but not limited to are impervious, logging, flag lots, dwelling unit, and what constitutes land development. Mr. Tetteimer stated he has reviewed them and has some clarifications and minor corrections to discuss with Ms. Rabold.

Motion was made by Jessica Klocek, seconded by Jimmy Brown to recommend approval to the proposed changes to SALDO Part 2 pending changes and updates from Dave Tetteimer and John Ashley. Planning Commission voted 6 – 0 in favor.

REVIEW OF PROPOSED CHANGES TO THE SALISBURY TOWNSHIP SUBDIVISION & LAND DEVELOPMENT ORDINANCE (CHAPTER 22) PART 10, "DESIGN STANDARDS AND REQUIRED IMPROVEMENTS".

Mr. Tetteimer stated that he and Ms. Rabold have been going over the ordinances for months in the effort to coordinate SALDO with the zoning, tree and grading ordinances since it has not been updated in 20 or so years. The ordinances feed on each other and making a more cohesive set of ordinances will give the Township more authority and clout in enforcing the ordinances. Mr. Ashley commented that changes are to be clarifications and/or verbiage. Ms. Rabold brought up that on page 29 of the ordinance she would like to change sidewalks, for example, to include "all streets", which would make ordinance easier to understand and a waiver can be requested.

Discussion, prompted by Mr. Schreiter, about monuments and pins for property markers. It was decided to remove from page 30, item 4B, which states "where monuments and pins are located beneath the sidewalk, proper access shall be provided for their use". If a pin would be needed to mark property lines, the procedure now is to drill a hole in the sidewalk, a pin then put in with epoxy.

Motion was made by Jessica Klocek, seconded by Richard Hassick to recommend approval for the proposed changes to SALDO Part 10 pending changes of John Ashley, Dave Tetteimer and change to removal of Section B on page 30. Planning Commission voted 6 – 0 in favor.

REVIEW OF PROPOSED CHANGES TO THE SALISBURY TOWNSHIP ZONING ORDINANCE (CHAPTER 27) IN REGARDS TO AGE-RESTRICTED HOUSING

Ms. Rabold began the discussion by stating that this section of no rewriting the ordinance has not been rewritten at this time, nor is there an active application pertaining to Age-Restricted Housing. She was requesting from the Planning Commission their general opinions on the subject and asking for direction on now to update the ordinance.

Discussion ensued pertaining to benefits of cluster housing for 55 and older complexes, and garden apartments three stories or less and density increases.

**REVIEW OF PROPOSED CHANGES TO THE SALISBURY TOWNSHIP ZONING ORDINANCE (CHAPTER 27)
IN REGARDS TO CONVERSION APARTMENTS**

Ms. Rabold asked for the Planning Commissions input on Chapter 27 – in regards to conversion apartments. As the ordinance is now, they are not allowed in the Township unless for the care of an elderly parent. It is very hard to enforce. She would like to see the ordinance changed to allow accessory apartments with enforceable restrictions. Also, she would like the ordinance to allow unused office space turned into apartment space in some zoning districts.

Discussion followed with restrictions that would be enforceable, such as off-street parking (2 per unit), one unit must be owner occupied, maintain appearance of single-family dwelling, must have emergency egress, inspection required.

ADJOURNMENT

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

Charles Beck, Chairman adjourned the meeting at 9:10 pm.