

TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA
PLANNING COMMISSION

REGULAR SESSION

MINUTES

JULY 15, 2021

The Regular Session of the South Whitehall Township Planning Commission was held on the above date in the Township Municipal Building located at 4444 Walbert Avenue, Allentown, Lehigh County, Pennsylvania.

Members in attendance:

William H. MacNair, Chairman
Brian Hite, Vice-Chairman
Diane E. Kelly
Matthew Mulqueen

Staff members in attendance:

Gregg Adams, Planner
David Manhardt, Director of Community Development
Anthony Tallarida, Assistant Township Engineer
Jennifer Alderfer, Assistant Township Solicitor

AGENDA ITEM #1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman MacNair called the meeting to order at 7:39 p.m. He announced that all meetings are electronically monitored. He then led the assembled in the Pledge of Allegiance.

AGENDA ITEM #2 – APPROVAL OF MINUTES

The approval of the minutes of the June 17, 2021 meeting was deferred to the August 19, 2021 Planning Commission meeting.

AGENDA ITEM #3 – COMPREHENSIVE PLAN UPDATE SUMMARY

Director Manhardt reported that the Working Group meeting have started and that the LVPC Subject Matter Experts will be attending the meetings to provide their expertise.

AGENDA ITEM #4 – SUBDIVISION REVIEW

**A. KRATZER ELEMENTARY SCHOOL
MAJOR PLAN 2021-103
REQUEST FOR PRELIMINARY/FINAL PLAN REVIEW**

Chairman MacNair polled the audience for interested parties other than the developer regarding the application to further develop the property located at 2200 Huckleberry Road. There was no response.

At the request of Chairman MacNair, Mr. Adams read the Community Development Department's recommendation into the record. The Department recommended that the Planning Commission take the plan under advisement to afford the applicant the time necessary to address the reviewing agencies' comments, contingent upon the applicant submitting a Waiver from the Time Limitation to Review the Plan.

Engineer Scott McMackin of Cowan Engineering, Jim Kiefer of KCBA Architects and Traffic Engineer Rob Hoffman of TPD accompanied Mr. Rod Troutman of Parkland School District to present the plan and answer questions. Architect Kiefer started by reviewing the basis of the project. He stated that PSD determined that Kratzer needs to expand as more students are anticipated in the neighborhood and from proposed nearby development. He stated that the addition is proposed to the rear of the existing school and that no changes are proposed to the front. He stated that the addition will contain ten new classrooms and a media center, that some stormwater management facilities and utilities will be rerouted, and that a playground will be relocated.

Engineer McMackin described the scope of the project and noted that he could comply with the majority of the Township Engineer's review comments.

Mr. Mulqueen inquired as to the changes to the stormwater management system.

Engineer McMackin stated that there is not much new impervious surface proposed. He stated that there is one underground basin proposed east of the new addition and another proposed under the ballfield.

Mr. Mulqueen inquired as to the access point for the underground basin and whether they would be at grade.

Engineer McMackin stated that the access points would be installed flush to grade. He noted that small inlets are proposed to drain the ballfield. He stated that the new system was oversized to meet the NPDES permit requirements. He stated that he has no issues with the Township Engineer's review comments.

Mr. Mulqueen inquired as to the driveway drop-off design installed in 2015. He inquired as to the capacity of the current driveway and the anticipated maximum student load after build-out.

Engineer McMackin stated that the driveway is currently operating in an acceptable manner. He noted that COVID actually increased traffic on the driveway. He stated that traffic counts were performed in May after the school had reopened and the counts were very high. He stated that in a normal situation a little more traffic will be anticipated.

Chairman MacNair inquired as to the number of classrooms in the building now.

Mr. Troutman stated that there are currently 24 classrooms in the building and the addition will add ten more. He stated that PSD is anticipating 80 additional students in the next ten years. He stated that PSD is planning smaller groups of students in each classroom and an anticipated staff expansion of six.

Engineer McMackin noted that there are still some technical comments to be addressed in the geotechnical consultant's letter and that he can comply with the review comments from Public Works Department. He inquired as to the sidewalk comment by the Community Development Department.

Mr. Hite stated that there is currently no sidewalk within the right-of-way of Whitehall Avenue.

Engineer McMackin stated that there are internal walkways in that area but no sidewalk along Whitehall Avenue. He stated that PSD is not proposing any but is not opposed to installing it. He stated that the concern with sidewalk along the right-of-way is that the arbor vitae shielding the first base line of the ballfield would push the sidewalk very close to the road.

Mr. Hite stated his preference to have the sidewalk in or near the right-of-way.

Chairman MacNair inquired as to the impact that the additional 80 students would have on the traffic.

Traffic Engineer Rob Hoffman stated that the morning drop-off period would see little impact. He noted that the COVID era showed a back-up during the PM pick-up period. He stated that there are currently three or four cars that are loading or unloading at any one time. He suggested that increasing the number of cars loading or unloading at any one time would increase the capacity and reduce or eliminate the back-ups.

Engineer McMackin inquired as to what deferrals may be required.

Mr. Adams suggested right-of-way improvements, such as widening, curbing and street trees. He stated that the Township would need to see the sidewalk design.

Mrs. Kelly inquired as to whether the applicant had explored more vehicle stacking onsite.

Traffic Engineer Hoffman stated that the drop-off lane along Huckleberry Road could be extended 125 additional feet.

Mrs. Kelly inquired as to the Zoning comment regarding additional parking spaces and a loading space.

Engineer McMackin stated that his calculations indicate 85 spaces are required. He stated that he could meet with the Zoning Officer to resolve the inconsistency and also show the loading zone in the bus parking lot.

There were no comments from the public and Engineer McMackin granted the Waiver from the Time Limitation to Review the Plan.

Mrs. Kelly made a motion to take the plan under advisement to afford the developer the time necessary to address the reviewing agencies' comments.

Mr. Mulqueen seconded and the motion passed unanimously, 4-0.

B. ROBERT RUHE
MINOR PLAN 2013-201
REQUEST FOR PRELIMINARY PLAN REVIEW

Chairman MacNair polled the audience for interested parties other than the developer regarding the application to further develop the property located at 2442 Huckleberry Road. The following individuals indicated interest:

Scott Alden 2425 Dawes Street

At the request of Chairman MacNair, Mr. Adams read the Community Development Department's recommendation into the record. The Department recommended that the Planning Commission take the plan under advisement to afford the applicant the time necessary to address the reviewing agencies' comments, contingent upon the applicant submitting a Waiver from the Time Limitation to Review the Plan.

Engineer Alan Fornwalt accompanied Mr. Robert Ruhe to present the plan and answer questions. He stated that the plan had been tabled in April. He noted that the revised plan included frontage improvements requested at the April meeting, as well as refinements in the stormwater management system. He stated that he had looked at the possibility of dedicating underground utilities to the Township. He stated that he looked at the road frontages separately, noting that the plan proposes a half-width of eighteen feet from the western property line to most of the way to the driveway, tapering to the existing width at the driveway. He noted the proposed sidewalk, curbing and street trees. He stated that, with regard to the eastern frontage, the plan proposes some grading to allow room for a sidewalk and some road widening, but he noted that there is nothing for the sidewalk to connect to. He stated that the site topography makes it difficult to capture stormwater. He noted that the inlet between the sidewalk and curb along the western frontage is designed to capture the water coming off the property and transport it to an infiltration bed. He noted that the plan proposes access to public water and sewer along the south side of Roosevelt Street. He stated that they met with representatives of the Public Works Department and they are okay with the

design of the sewer connection and the dedication of the connection to the Township. He stated that they are concerned with the water connection, noting that a private connection would be fine as shown but a public connection would have to be looped out to the main at Huckleberry Road.

Mr. Mulqueen inquired as to whether the applicant preferred the connection to be public or private.

Engineer Fornwalt stated that the applicant would prefer the connection to be public.

Solicitor Alderfer stated that there are issues to work out with the Roosevelt Street property owners and that more conversations are required, including discussions of easements and possible litigation.

Engineer Fornwalt stated that the aforementioned conversations are ongoing. He pointed out that the crosswalk across the driveway ends at the steep bank on the Lutz property. He stated that the signature block on the plan for the Lutz's is only for the proposed driveway improvements and the slight amount of grading required for those improvements. He stated that he can address the sequencing question.

Mr. Mulqueen inquired as to whether the driveway constitutes a cul-de-sac and whether it is proposed to be public or private.

Engineer Fornwalt stated that the driveway is a cul-de-sac and will be private. He stated that curbs are to be provided along the western side for stormwater management. He noted that, given the existing buildings, there is no room for sidewalks, that it is to be a private street with low vehicle speeds, and that pedestrian traffic should be safe walking on the driveway itself.

Mr. Mulqueen inquired as to whether the cul-de-sac bulb is sufficient for a vehicle, such as a garbage truck, fire truck or delivery van, to turn around.

Engineer Fornwalt stated that he was provided a turning template by the Township and the turning moves worked in the present design. He stated that he needs to revise the design for new equipment turning templates recently provided.

Mr. Mulqueen inquired as to trash pick-up.

Mr. Ruhe stated that he prefers pick-up on Huckleberry Road.

Mr. Hite stated that four homes could generate over twenty trash containers to be placed on Huckleberry Road. He noted that it takes time to actually pick up the trash, which could become a traffic issue. He stated that the plan should take the worst-case scenario into account.

Engineer Fornwalt stated that he will show the turn-around.

Mrs. Kelly stated that the hauler wants a three-foot separation of the cans. She inquired as to whether the cul-de-sac is a private driveway or private street.

Engineer Fornwalt stated that it is a private street.

Chairman MacNair inquired as to whether the design meets Township standards.

Engineer Fornwalt stated that he will show that the design meets the turning templates.

Mr. Adams stated that the design as proposed does not meet Township private street standards but the applicant is requesting waivers.

Mr. Scott Alden of 2425 Dawes Street inquired as to the proposed Roosevelt Street utility connections.

Engineer Fornwalt stated that there are existing utilities along Roosevelt street, including water, sewer, electric and cable. He stated that the water and sewer are along the west side of Roosevelt Street. He stated that there have been discussions with Public Works Department regarding the looping of the water line to the main in Huckleberry Road.

Mr. Alden noted that there are no drains proposed in case of water main leak.

Engineer Fornwalt stated that the proposed main would be a new pipe and that there are storm drains on Dawes at Roosevelt Street.

Mr. Manhardt inquired as to whether the connection would be maintained by the Township.

Engineer Fornwalt stated that the Public Works Department is fine with maintaining the connection so long as it is looped to connect to the main in Huckleberry Road.

PWD Manager Herb Bender stated that a public connection would have to be looped and that he is intending to protect the Township now and in the distant future.

Mr. Hite stated his concern that future owners may build on the easements and cause repair difficulties.

Solicitor Alderfer noted that the legal complexities with the Roosevelt Street connections and the loop to the main in Huckleberry road would remain.

Manager Bender stated that the Roosevelt Street connection would be required, as PA DEP is looking to remove dead-ends in municipal water systems.

Engineer Fornwalt showed the path of the proposed loop.

Mr. Tallarida stated his preference for some improvements or right-of-way along the Lutz frontage.

Engineer Fornwalt stated that Mr. Ruhe is dedicating right-of-way and proposing road widening, curbing, sidewalks and street trees along the western frontage.

Mr. Tallarida noted that the improvements proposed along the western frontage are close to the Township standards.

Mr. Adams stated that the Planning Commission typically requires that the improvements be shown on the plan and then they consider deferral requests.

Engineer Fornwalt stated that he could show conceptual improvements on the plan.

Mr. Tallarida requested that the applicant show potential stormwater improvements and any easements they require.

Engineer Fornwalt stated that he could comply.

Mr. Hite made a motion to take the plan under advisement to afford the developer the time necessary to address the reviewing agencies' comments.

Mrs. Kelly seconded and the motion passed unanimously, 4-0.

**C. SKILLED NURSING ADDITION FOR CEDARBROOK SENIOR CARE AND REHAB
MAJOR PLAN 2020-108
REQUEST FOR PRELIMINARY PLAN REVIEW**

Chairman MacNair polled the audience for interested parties other than the developer regarding the application to further develop the property located at 350 South Cedarbrook Road. There was no response.

At the request of Chairman MacNair, Mr. Adams read the Community Development Department's recommendation into the record. The Department recommended that the Planning Commission recommend preliminary/final plan approval to the Board of Commissioners subject to the applicant complying with the following conditions:

1. That the applicant shall execute subdivision improvement, security, maintenance and indemnification agreements acceptable to the Township and its Solicitor, be executed, that sufficient security in a form acceptable to the Township be posted, such security shall be available for draws/presentation no further than 60 miles from the Township's office, and evidence of necessary insurance coverage shall be provided prior to the plan being recorded.
2. That the applicant address to the satisfaction of the Township Engineer, the comments of Mr. Anthony Tallarida, as contained in his review dated July 9, 2021.
3. That the applicant address to the satisfaction of the Township Water & Sewer Engineer, the comments of Mr. Jason Newhard, as contained in his review dated July 8, 2021.
4. That the applicant address to the satisfaction of the Township Geotechnical Consultant, the comments of Mr. Chris Taylor, as contained in his review dated March 2, 2021.
5. That the applicant address to the satisfaction of the Community Development Department, the comments of Mr. Gregg Adams, as contained in his review dated July 9, 2021.
6. That the applicant address to the satisfaction of the Public Works Department, the comments of Mr. Herb Bender, as contained in his review dated July 2, 2021.
7. That the applicant complies with the November 12, 2020 recommendation of the Parks and Recreation Board.
8. That the applicant complies with the forthcoming recommendation of the Landscape and Shade Tree Commission.

9. That the applicant addresses all issues and obtains all approvals deemed necessary by the South Whitehall Township Board of Commissioners in so far as matters pertaining to the Township's water and sewer service are concerned.
10. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection and/or the Lehigh County Conservation District approving the NPDES Permit application pursuant to Section 312-39(e) of the Subdivision and Land Development Ordinance.
11. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection approving a sewage facilities planning module or an exemption thereto.
12. That the applicant obtains highway occupancy permit(s) from the Pennsylvania Department of Transportation for the road and utility work within the right-of-way of Cedarbrook Road.
13. That the applicant obtains highway occupancy permit(s) from the Pennsylvania Department of Transportation for the road and utility work within the right-of-way of Dorney Park Road.
14. If deemed to necessary, the applicant shall dedicate to the Township additional right-of-way along the frontage of Cedarbrook Road at a width acceptable to the Township. The dedication shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and an Opinion of Record Title prepared by applicant's counsel indicating that the dedication is free and clear of liens and encumbrances that would affect the Township's use of said property. The applicant shall furnish to the Township Solicitor a description for the dedication that has been approved by the Township Engineer, a copy of the current deed for the property showing current ownership and recites the deed book volume and page reference.
15. That the applicant shall either: amend the existing South Whitehall Township Authority Access Easement to reflect the proposed interior road network; or dedicate a new Access Easement to South Whitehall Township for maintenance of the water and sanitary sewer systems on the tract that reflects the proposed interior road network; or dedicate a blanket Access Easement to South Whitehall Township for maintenance of the water and sanitary sewer systems on the tract. The dedication shall occur prior to the plan being recorded. The dedication shall be by Deed of Easement in a form acceptable to the Township Solicitor and Township Engineer, and an Opinion of Record Title prepared by applicant's counsel indicating that the easement is free and clear of liens and encumbrances that would affect the Township's use of said property. The applicant shall furnish to the Township Solicitor a description for the easement that has been approved by the Township Engineer, a copy of the current deed for the property showing current ownership and cites the deed book volume and page reference.
16. That a Declaration of Covenants and Easement for Maintenance of Stormwater Management Facilities prepared by the Township Solicitor be executed for the maintenance of the on-site stormwater management facilities.
17. That the applicant reconciles all open invoices for Township engineering and legal services prior to the plan being recorded.
18. That the plans are to be revised and deemed to be "clean" prior to them being presented to the Board of Commissioners.

Engineer Adam Whalen accompanied Mr. Rick Molchany of the County of Lehigh to present the plan and answer questions. He stated that the major change in the proposed plan is the change to the driveway intersection design. He stated that the Township Engineer letter is a pretty clean review; that he can comply with the Water and Sewer Engineer's review comments; that the Geotechnical Consultant's review is clean; that the Community Development's comments indicate nothing new; that the Public Works Department's review includes minor items that can be resolved; that the

Parks and recreation Board's review can be discussed; that the Landscape and Shade Tree Commission's review is forthcoming; that the NPDES permit has been approved; and that he does not believe that a Sewage Facilities Planning module is necessary.

Mr. Adams requested that he confirm the Sewage Facilities Planning decision.

Engineer Whalen stated that he would try to do so. He stated that the project does not require a State Highway Occupancy Permit and that condition #13 was not required; that right-of-way will be dedicated; that a blanket utility easement is proposed by the applicant; that a stormwater declaration will be drafted; and that the invoices will be settled. He noted that the review comments amount to a minor clean-up. He reviewed the right-of-way improvements, noting that some of the improvements may have to be reconstructed if the curve of Cedarbrook Road is softened in the future.

Chairman MacNair inquired as to emergency access.

Engineer Whalen stated that the right-in/right-out driveway would suffice.

Mrs. Kelly inquired as to a second access point onto the Cedarview property.

Engineer Whalen stated that there are concerns with combining traffic through the Cedarview parking area, due to the sensitivity of the residents.

Mr. Hite suggested an access way along the I-78 right-of-way.

Mr. Molchany stated that a temporary access road is now used for construction equipment and may be an opportunity for an emergency access. He noted that there is a significant elevation difference between Cedarbrook and Cedarview.

Engineer Whalen stated that the temporary road is outside of the NPDES area and suggested that the access be considered for a future project.

Mr. Molchany stated that he would review the NPDES area.

Mr. Mulqueen suggested a road between the garden plot area and Cedarbrook Road.

Mr. Molchany noted that the road in question would be his first choice but would require improvements.

Mr. Mulqueen stated that, given the Public Safety Commission, he wouldn't want to hold up the project until a favorable recommendation would be given.

Mr. Molchany stated that he would review the proposal and noted that safety is his highest priority.

Manager Bender stated that Dorney Park Road is currently under a construction moratorium and that the County may need to ask for permission to open the road. He stated that he would assist with that process.

Mr. Mulqueen made a motion to recommend to the Board of Commissioners that the requirement of Section 312-12(b)(15) of the Subdivision and Land Development

Ordinance pertaining to the showing of existing and proposed contours on the entire tract and adjacent land within 400 feet of the tract be waived.

Mr. Hite seconded and the motion passed unanimously, 4-0.

Mr. Hite made a motion to recommend to the Board of Commissioners that the requirement of Section 312-12(b)(21) of the Subdivision and Land Development Ordinance pertaining to the showing of the locations and widths of all sidewalks, trails, driveways, streets, easements, and rights-of-way within 400 feet of the tract be waived.

Mr. Mulqueen seconded and the motion passed unanimously, 4-0.

Mrs. Kelly made a motion to recommend to the Board of Commissioners that the requirement of Section 312-12(b)(10) of the Subdivision and Land Development Ordinance that, if the plan requires more than one (1) standard size sheet, (i.e., 24" x 36"), a key diagram illustrating the relative location of the several sections shall be drawn on each sheet and "matchmarks" shall be provided on each sheet be waived.

Mr. Hite seconded and the motion passed unanimously, 4-0.

Mr. Mulqueen made a motion to recommend to the Board of Commissioners that the requirement of Section 312-36(c)(4)(B)(i) of the Subdivision and Land Development Ordinance requiring that a 300-foot separation distance between a non-residential driveway and a street intersection containing an arterial street with regard to the proposed right-out driveway onto Dorney Park Road driveway be waived.

Mr. Hite seconded and the motion passed 3-1, with Mrs. Kelly dissenting.

Mrs. Kelly made a motion to recommend to the Board of Commissioners that the requirement of Section 312-39(d)(2) of the Subdivision and Land Development Ordinance as it pertains to the requirement to provide a maximum 4-foot horizontal to 1-foot vertical slope side wall, be waived for all proposed basins.

Mr. Wilson seconded and the motion passed unanimously, 4-0.

Mr. Mulqueen made a motion to recommend to the Board of Commissioners that the requirement of Section 312-39(d)(4) of the Subdivision and Land Development Ordinance that fencing in accordance with the Township Standard Construction Documents (latest revision) be waived to the extent shown on the plan.

Mr. Hite seconded and the motion passed unanimously, 4-0.

Mrs. Kelly made a motion to recommend to the Board of Commissioners that the requirement of Section 312-35(b)(3) of the Subdivision and Land Development Ordinance pertaining to the Right-of-Way and cartway standards be deferred to the extent shown on the plan.

Mr. Mulqueen seconded and the motion passed unanimously, 4-0.

Mrs. Kelly made a motion to recommend to the Board of Commissioners that the requirement of Section 312-40(c)(1) of the Subdivision and Land Development Ordinance to plant street trees at uniform intervals between 30 and 40 feet to be

located within the right-of-way of public street right-of-way or street tree easements be waived.

Mr. Mulqueen seconded and the motion passed unanimously, 4-0.

Mrs. Kelly made a motion to recommend to the Board of Commissioners that the requirement of Appendix G of the Stormwater Management Ordinance with regard to the requirement to perform soil auger testing be waived.

Mr. Hite seconded and the motion passed unanimously, 4-0.

Mr. Hite made a motion to recommend preliminary/final plan approval to the Board of Commissioners subject to the applicant complying with the following conditions:

1. That the applicant shall execute subdivision improvement, security, maintenance, and indemnification agreements acceptable to the Township and its Solicitor, be executed, that sufficient security in a form acceptable to the Township be posted, such security shall be available for draws/presentation no further than 60 miles from the Township's office, and evidence of necessary insurance coverage shall be provided prior to the plan being recorded.
2. That the applicant shall address to the satisfaction of the Township Engineer, the comments of Mr. Anthony Tallarida, as contained in his review dated July 9, 2021.
3. That the applicant shall address to the satisfaction of the Township Water & Sewer Engineer, the comments of Mr. Jason Newhard, as contained in his review dated July 8, 2021.
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6. That the applicant shall address to the satisfaction of the Public Works Department, the comments of Mr. Herb Bender, as contained in his review dated July 2, 2021.
7. That the applicant complies with the November 12, 2020, recommendation of the Parks and Recreation Board.
8. That the applicant complies with the forthcoming recommendation of the Landscape and Shade Tree Commission.
9. That the applicant shall addresses all issues and obtains all approvals deemed necessary by the South Whitehall Township Board of Commissioners in so far as matters pertaining to the Township's water and sewer service are concerned.
10. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection and/or the Lehigh County Conservation District approving the NPDES Permit application pursuant to Section 312-39(e) of the Subdivision and Land Development Ordinance.
11. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection approving a sewage facilities planning module or an exemption thereto.
12. That the applicant obtains highway occupancy permit(s) from the Pennsylvania Department of Transportation for the road and utility work within the right-of-way of Cedarbrook Road.
13. If deemed to necessary, the applicant shall dedicate to the Township additional right-of-way along the frontage of Cedarbrook Road at a width acceptable to the Township. The dedication shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a

form acceptable to the Township Solicitor, and an Opinion of Record Title prepared by applicant's counsel indicating that the dedication is free and clear of liens and encumbrances that would affect the Township's use of said property. The applicant shall furnish to the Township Solicitor a description for the dedication that has been approved by the Township Engineer, a copy of the current deed for the property showing current ownership and recites the deed book volume and page reference.

14. That the applicant shall either: amend the existing South Whitehall Township Authority Access Easement to reflect the proposed interior road network; or dedicate a new Access Easement to South Whitehall Township for maintenance of the water and sanitary sewer systems on the tract that reflects the proposed interior road network; or dedicate a blanket Access Easement to South Whitehall Township for maintenance of the water and sanitary sewer systems on the tract. The dedication shall occur prior to the plan being recorded. The dedication shall be by Deed of Easement in a form acceptable to the Township Solicitor and Township Engineer, and an Opinion of Record Title prepared by applicant's counsel indicating that the easement is free and clear of liens and encumbrances that would affect the Township's use of said property. The applicant shall furnish to the Township Solicitor a description for the easement that has been approved by the Township Engineer, a copy of the current deed for the property showing current ownership and cites the deed book volume and page reference.
15. That a Declaration of Covenants and Easement for Maintenance of Stormwater Management Facilities prepared by the Township Solicitor be executed for the maintenance of the on-site stormwater management facilities.
16. That the applicant reconciles all open invoices for Township engineering and legal services prior to the plan being recorded.
17. That the plans are to be revised and deemed to be "clean" prior to them being presented to the Board of Commissioners.

Mr. Mulqueen seconded and the motion passed unanimously, 4-0.

AGENDA ITEM #5 – TRANSPORTATION INFRASTRUCTURE UPDATE

Mr. Tallarida reported that the variable message board on PA Route 309 south of Ridgeview Drive is up but not yet functional.

AGENDA ITEM #6 – COMPREHENSIVE PLAN UPDATE

Mr. Manhardt reported that, at the end of the Working Group phase, the recommendations will be handed to the Planning Commission at its conclusion. He stated that the Planning Commission workshops will complete the work on the Comprehensive Plan.

Mrs. Kelly suggested that the Planning Commission workshops be spread out to allow full participation and time to process the information.

Mr. Hite noted that staff workload, including normal Planning Commission meeting work, should be considered.

Mr. Manhardt stated that the five elements plus the land use plan may require six meetings. He stated that staff would look at the recommendations and try to work out a meeting schedule.

Mr. Adams suggested that six meeting be scheduled but fewer may be needed, given the workload.

AGENDA ITEM #7 – COURTESY OF THE FLOOR

Mr. Adams reported on the projects that went through the Waiver from Land Development process in the first six months of the year – Parkway Manor Elementary Driveway Improvements, Woodlawn FD Truck Port, and 3810 and 3830 Huckleberry Road.

Mrs. Kelly requested that the process for Waiver candidates be explained.

Mr. Adams noted that the Waiver from the Land Development Process essentially removes only the Planning Commission review for the normal Land Development Process. He stated that the staff looks at the project to determine how much regulation actually applies to it and determines if the project is a candidate. He stated that the Parkway Manor Elementary Driveway project is at the edge of what staff would consider for a Waiver, noting that stormwater management was the greatest impact, while zoning, traffic, utilities and intensity of use are all unchanged. He noted that the Woodlawn project was more typical of a Waiver, as it is essentially a carport that is required to go through the land development process only because it is serving a non-residential use. He noted that there have been candidates for a Waiver that staff recommended go to Planning Commission after a full review. He stated that the Waiver process saves the applicant about three weeks of time and a few thousand dollars.

Mr. Mulqueen requested an electronic agenda package.

Mr. Manhardt stated that the Township is moving away from BoardDocs and transitioning to Granicus. He explained the Granicus platform.

Mr. Adams stated that he could dispense with the paper packets and send the link to the electronic agenda package on the SWT website when he posts it. He stated that he could print paper packets for those who still want packets.

Mr. Adams reported that Ridge Farm and a new application, Building Addition 4815 Crackersport Road, are on the August agenda.

AGENDA ITEM #8 – ADJOURNMENT

Chairman MacNair requested a motion to adjourn at 10:20 p.m. Mrs. Kelly made the motion, Mr. Hite seconded the motion and it passed unanimously.

ADOPTED THIS DATE: SEPTEMBER 16, 2021

ATTEST:

Secretary

Chairman