

Wednesday, October 20, 2021
Board of Commissioners Meeting - 7:00 PM

Meeting Held IN PERSON AT THE TOWNSHIP BUILDING
Also, will be streamed Via "GoTo Meeting" (See SWT Website Link)
***Agenda Packet, Recordings, & Minutes Location: www.boarddocs.com**
USERNAME: [swhitehall](#)
PASSWORD: [swtpublic](#)

1. CALL TO ORDER

A. Roll Call

2. PLEDGE OF ALLEGIANCE

3. NOTIFICATION

A. All public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted on BoardDocs for the Public's access.

4. PRESENTATIONS

A. Green Advisory Council Presentation - Frank Petrocelli, GAC Chairman

5. ORDINANCES

6. RESOLUTIONS

A. A Resolution Granting Preliminary/Final Approval To A Major Plan Entitled "Building Addition 4815 Crackersport Road"

7. MOTIONS

A. Motion to Approve 2022 Minimum Municipal Obligation (MMO)

8. CORRESPONDENCE AND INFORMATION ITEMS

- A. Boards and Commissions - Informational Items
- B. Public Notice - Public Hearing Dates Regarding Premier Center Luxury Apartments
- C. Public Notice - Budget Workshop Schedule

9. DIRECTION/DISCUSSION ITEMS

10. OLD BUSINESS

A. Wehr's Dam - Status

11. DEPARTMENT REPORTS

- A. Executive Department
- B. Community Development Department
- C. Finance Department
- D. Parks & Recreation Department
- E. Public Works Department (Water & Sewer)

F. Police Department

G. Township Engineer

12. MINUTES

A. October 6, 2021 - BOC Meeting Minutes

13. COURTESY OF THE FLOOR

14. PAYMENT OF INVOICES

A. Invoices and Purchasing Requisitions have been reviewed by the Township Manager and the Director of Finance, who authorize that checks be issued to pay bills as tabulated.

15. EXECUTIVE SESSION

A. Scheduled Accordingly.

16. ADJOURNMENT

A. Motion to Adjourn.

South Whitehall Township Green Advisory Council (GAC)

Proposals to South Whitehall Township Board of Commissioners

October 2021

GAC Mission

- The Green Advisory Council will advise the Board of Commissioners on the responsible use and conservation of South Whitehall Township's natural resources to promote a sustainable community for generations to come. Working with Township officials, the Council will identify and support initiatives aimed at engaging and educating residents and businesses on the economic and societal benefits of environmentally responsible choices.

Reason for Today's Discussion

- GAC has been discussing 2 initiatives for several months that require BOC guidance/input
 - Community Garden
 - Ordinance to Provide Alternatives to Single-Use Plastic Bags
- GAC believes that both initiatives support and advance our defined mission
- GAC unanimously recommends proceeding with both initiatives

Community Garden

- Food insecurity remains a concern for too many families in the township
- Local food banks do not always have access to fresh produce for distribution
- Proposal is for a “pilot” project at location near Parkland Library
 - 6-8 raised beds, with raised beds to be provided by Allentown West Rotary Club grant
 - Parkland Library has some grant funding and is interested in developing educational programming related to the garden
 - Existing nearby infrastructure (i.e., fencing, water access) can be utilized to reduce initial investment
 - Multiple organizations have expressed interest in providing volunteers (Parkland schools, local Rotary clubs, Parkland CARES, etc.)
 - Alternative sites (plot near Kratzer Elementary, Kohler Ridge) were also discussed, and could be considered for later expansion if pilot is successful



Ordinance to Provide Alternatives to Single-Use Plastic Bags

- Over 100 billion plastic bags are discarded annually in the U.S., with less than 1% recycled
- Many local and state governments have already enacted such ordinances, including several PA municipalities
 - City of Bethlehem currently considering a measure
 - PA Legislature prohibition of local ordinances restricting plastic-bag use has expired
- GAC has partnered with PennEnvironment, an environmental advocacy organization, to draft preliminary ordinance language for BOC consideration
- GAC sent out a survey to several hundred SWT businesses to request input on the impacts of a township-wide measure, but only received ~ 15 responses.

Questions for BOC Today

- Community Garden
 - Are you supportive of GAC continuing to develop plans for a community garden?
 - If not, what are your specific concerns?
 - What additional information would you need GAC to provide for BOC approval?
- Ordinance to Provide Alternatives to Single-Use Plastic Bags
 - Are you supportive of GAC continuing to develop ordinance language?
 - If not, what are your specific concerns?
 - What additional information would you need GAC to provide for BOC approval to develop and advertise an ordinance?



**MEMORANDUM FOR
AGENDA ITEMS**

TO:	Board of Commissioners
FROM:	Gregg Adams, Planner
DATE:	October 14, 2021
SUBJECT:	A Resolution Granting Preliminary/Final Approval To A Major Plan Entitled “Building Addition 4815 Crackersport Road”
COPY TO:	Board Of Commissioners, D. Manhardt, L. Harrier, L. Pereira, Esq, A. Tallarida, S. Pidcock, Applicant, Sub. File 2021-104

• **Background Information:**

An application to further develop the property located at 4815 Crackersport Road. The plan proposes a 13,500-square foot building addition to be located at the north end of the existing 9,882-square foot building and a 950-square foot reduction of impervious surface on the site. The subject property is served by public water and sewer and is zoned Industrial Commercial (Special Height Limitation) IC-1. Triple Net Investments LXIV, LLC is the owner and applicant.

At their August 19, 2021 meeting, the Planning Commission recommended preliminary/final plan approval to the Board of Commissioners subject to the applicant complying with fourteen (14) conditions. The Planning Commission also made the following recommendations to the applicant’s SALDO waiver requests:

The applicant has requested 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, and the Planning Commission is persuaded that the waiver would be appropriate except for the areas at the sidewalk tie-ins, as the level of information shown on the plan is acceptable; and,

The applicant has requested that the requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract be waived, and the Planning Commission is persuaded that the waiver is appropriate except for the area of the sidewalk tie-ins, as the level of information shown on the plan is acceptable; and,

The applicant has requested 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, and the Planning Commission is persuaded that the waiver is appropriate except for the areas at the sidewalk tie-ins, as the level of information shown on the plan is acceptable; and,

The applicant has requested that the requirement of Section 312-35(b)(3)(A)(ii)(1)(A) of the Subdivision and Land Development Ordinance pertaining to the requirement for sidewalks

along all public streets along the perimeter of the tract be deferred, and the Planning Commission denied the request for the deferral; and,

The Planning Commission recommended that, because sidewalk is being required for this application, the Board of Commissioners call in all previous sidewalk deferrals for adjacent or adjoining developments so that a continuous sidewalk may be installed.

The applicant has since addressed five (5) of the fourteen recommended Conditions of Approval.

At their July 18, 2012 meeting, the Board of Commissioners, through Resolution 2012-49, approved Major Plan 2010-107 proposing the razing of a one-story masonry building and the construction of additional pavement for trailer staging and parking on a 11.93 acre property located at 4815 Crackersport Road.

In 2008, the Zoning Hearing Board granted a building separation variance for the placement of the security guard building as a result of its discussion and deliberation of Appeal Docket No. ZHB-2008-30.

In 2006, the Zoning Hearing Board granted use interpretations, acknowledged certain nonconformities, a special exception use approval for parking lot paving and building renovations as a result of its discussion and deliberation of Appeal Docket No. ZHB-2006-07.

In 2004, Ward Trucking submitted land development application #2004-106 for building construction and parking lot modifications. The plan was reported out of the Planning Commission in January 2005; however, the plan never advanced to the Board of Commissioners and the application was closed on February 12, 2007.

In 2003, the Zoning Hearing Board granted permission for a temporary storage yard for building materials as a result of its discussion and deliberation of Appeal No. A-53-2003.

In 1968, the Zoning Hearing Board discussed an appeal involving yard provisions and the construction of a state inspections garage for a trucking facility.

- **Action Requested:**

The applicant requests approval of the Resolution Granting Preliminary/Final Approval To A Major Plan Entitled "Building Addition 4815 Crackersport Road."

Staff has no objections to this request.

- **Budget Line Item (if applicable):**

Not applicable.

- **Attachments:**

1. Resolution
2. Site Plan
3. Architectural Elevations
4. Project Narrative dated July 15, 2021
5. Waiver Request Letter dated July 15, 2021
6. Review Letters to be Addressed as Conditions of Approval:
 - A. Township Engineer Review dated October 7, 2021
 - B. Township Water & Sewer Engineer Review dated October 12, 2021
 - C. Township Geotechnical Consultant Review dated August 4, 2021
 - D. Community Development Department Review dated August 13, 2021

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2021-____
(Duly Adopted October 20, 2021)**

**A RESOLUTION GRANTING PRELIMINARY/FINAL APPROVAL
TO A MAJOR PLAN ENTITLED
“BUILDING ADDITION 4815 CRACKERSPORT ROAD”**

WHEREAS, Triple Net Investments LXIV, LLC, pursuant to Article 3 of the South Whitehall Township Subdivision and Land Development Ordinance, submitted an application for preliminary/final approval to further develop the 11.8652-acre property located at 4815 Crackersport Road, in South Whitehall Township, Lehigh County, Pennsylvania; and,

WHEREAS, this proposal is reflected on plans prepared by Pany & Lentz Engineering Company, entitled “**BUILDING ADDITION 4815 CRACKERSPORT ROAD**”, dated July 14, 2021 and last revised September 8, 2021; and,

WHEREAS, all sections of the Subdivision and Land Development Ordinance cited herein refer to sections of the Subdivision and Land Development Ordinance that were last amended effective April 1, 2019, and are applicable to this plan based on the submission of the initial application on July 15, 2021; and

WHEREAS, the South Whitehall Township Planning Commission has reviewed the aforesaid plan on August 19, 2021, and having found it to be in substantial compliance with the Subdivision and Land Development Ordinance, has recommended that preliminary/final approval be granted,

WHEREAS, the applicant has requested 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, and the Planning Commission is persuaded that the waiver would be appropriate except for the areas at the sidewalk tie-ins, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract be waived, and the Planning Commission is persuaded that the waiver is appropriate except for the area of the sidewalk tie-ins, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested 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, and the Planning Commission is persuaded

that the waiver is appropriate except for the areas at the sidewalk tie-ins, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-35(b)(3)(A)(ii)(1)(A) of the Subdivision and Land Development Ordinance pertaining to the requirement for sidewalks along all public streets along the perimeter of the tract be deferred, and the Planning Commission denied the request for the deferral; and,

WHEREAS, the Planning Commission recommended that, because sidewalk is being required for this application, the Board of Commissioners call in all previous sidewalk deferrals for adjacent or adjoining developments so that a continuous sidewalk may be installed.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the Board of Commissioners of the Township of South Whitehall hereby grants preliminary/final approval to the major plan entitled ***“BUILDING ADDITION 4815 CRACKERSPORT ROAD”***, subject to the applicant’s compliance with the following conditions:

1. If deemed to be necessary, 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 addresses to the satisfaction of the Township Engineer, the comments of Mr. Anthony Tallarida, as contained in his review dated October 7, 2021.
3. That the applicant addresses to the satisfaction of the Township Water & Sewer Engineer, the comments of Mr. Jason Newhard, as contained in his reviews dated October 12, 2021.
4. That the applicant addresses to the satisfaction of the Township Geotechnical Consultant, the comments of Mr. Chris Taylor, as contained in his review dated August 4, 2021.
5. That the applicant addresses to the satisfaction of the Community Development Department, the comments of Mr. Gregg Adams, as contained in his review dated August 13, 2021.
6. If deemed to be necessary, that the applicant obtains a letter from the Lehigh County Conservation District approving the Soil Erosion and Sedimentation Control Plan pursuant to Section 312-39(e) of the Subdivision and Land Development Ordinance.
7. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection approving a sewage facilities planning module or an exemption thereto.

8. 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.
9. That the applicant reconciles all open invoices for Township engineering and legal services prior to the plan being recorded.
10. The applicant shall meet all conditions of the Preliminary/Final Plan approval, and the Record Plan will be recorded within twelve (12) months of Conditional Preliminary/Final Plan approval, and the applicant agrees that if such conditions are not met, the conditional Preliminary/Final Plan approval will be considered void, and the application for Preliminary/Final Plan approval will be considered void and withdrawn unless otherwise approved by the South Whitehall Township Board of Commissioners.
11. If for any reason any condition or conditions of this Resolution (or any portion(s) thereof) shall be held by a forum of competent jurisdiction to be invalid, illegal, void, or unenforceable in any respect or to any extent: (i) this Resolution shall automatically be deemed to be null and void in its entirety and shall be deemed to have been immediately and automatically repealed as if it had never been passed; (ii) this Resolution shall automatically be deemed to be a resolution denying the application due to the fact that the application does not comply with those sections of the SALDO (or other applicable ordinance(s)) listed herein or in any review letters referred to herein, including any section relating to waivers or deferrals; and (iii), the Applicant is waiving any right to proceed with an action seeking a deemed approval of the plan based upon the automatic repeal of this Resolution identified in this condition. The Applicant acknowledges that each and every term and provision hereof is an essential, material component to the Township's approval of the Applicant's plan.
12. In the event that the Township becomes involved in litigation of any kind relating to the major subdivision other than a direct appeal by the Applicant of the Township's approval of this Resolution, such as an appeal of this Resolution by an adjoining property owner or a third party, or an attempt to collaterally challenge any conditions of this approval by means other than a timely appeal of this Resolution, the Applicant, on behalf of itself and its agents, representatives, successors and assigns, hereby agrees to exonerate, indemnify, protect, defend (through legal counsel of Township's choice) and save harmless the Township and its boards, committees and commissions (including the individual members thereof), their elected and appointed officers and officials and their employees, contractors, other professional consultants, engineers, solicitors, managers, representatives, advisors, predecessors, successors, agents, independent contractors, insurers and assigns (collectively, the "Township Representatives"), from any and all claims, lawsuits, proceedings, actions, disputes, causes and rights of action, expenses, losses, allegations, demands, charges, injuries, costs (including, without limitation, attorneys' fees, engineers' fees and other costs

and expenses incurred, including expert witness fees), damages (including, without limitation, compensatory, consequential or punitive damages), sanctions, and liabilities of every kind, character and manner whatsoever, in law or in equity, civil or criminal, administrative or judicial, contract, tort (including, without limitation, negligence of any kind) or otherwise (“Claims”), pertaining to, relating to, resulting from, caused by or arising out of the Township’s approval of the application as evidenced by this Resolution and/or the Township taking any action contemplated by the conditions hereof.

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 is hereby waived.

The requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract except for the area of the sidewalk tie-ins is hereby waived.

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 except for the areas at the sidewalk tie-ins is hereby waived.

The conditions of approval have been made known to the applicant, and final approval is to be deemed expressly contingent upon the applicant’s affirmative written acceptance of the conditions on a form prescribed by South Whitehall Township which shall be received at or before the meeting at which the Resolution containing such conditions of approval is considered by the Board of Commissioners for adoption.

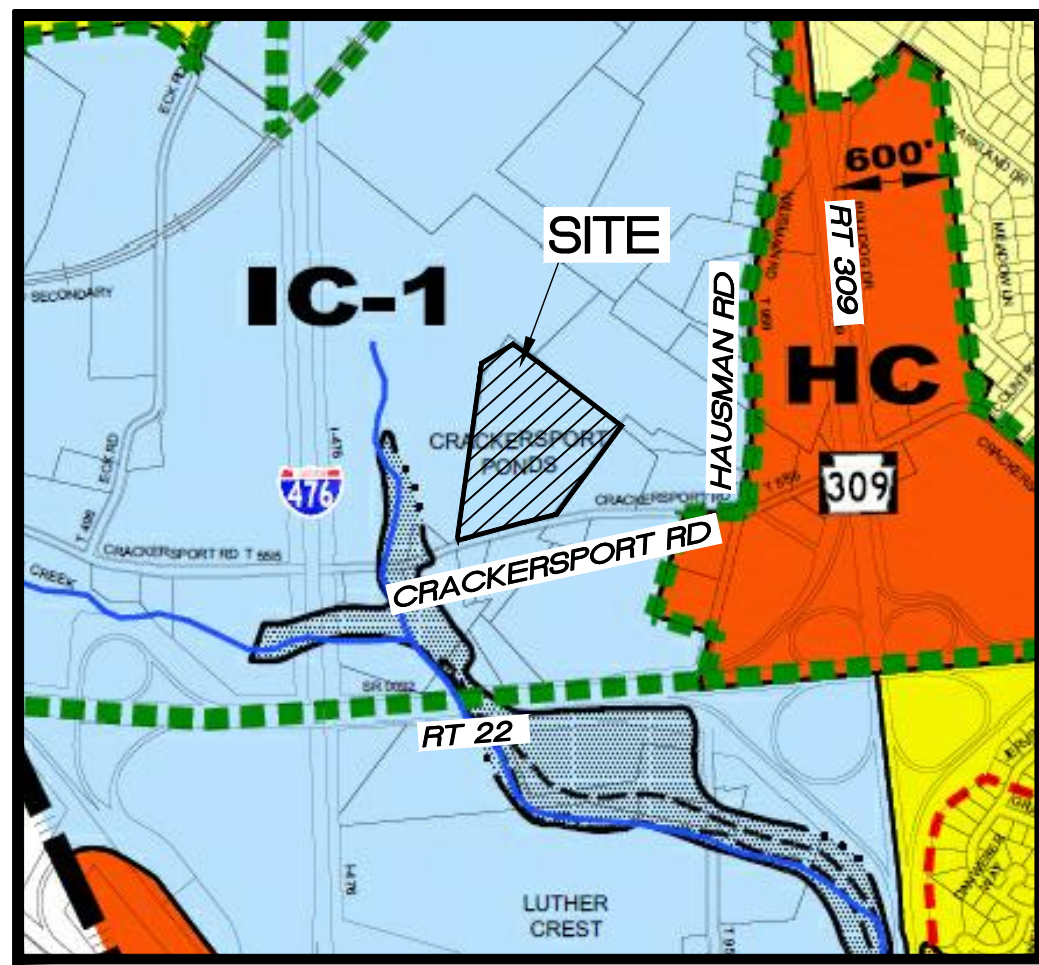
DULY ADOPTED this 20th day of **October, 2021**, by a majority of the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice President in the absence of the President, execute this Resolution on behalf of the Board.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Christina Tori Morgan, President

ATTEST:

Scott Boehret, Secretary



ZONING LOCATION MAP

Scale 1" = 1000'

- LEGEND**
- IC-1 INDUSTRIAL-COMMERCIAL-SPECIAL HEIGHT LIMITATION
 - HC HIGHWAY COMMERCIAL
 - INNOVATION OVERLAY DISTRICT: (TND) INDUSTRIAL RETROFIT AND INFILL

PROPOSED SIGN TABULATION

SYMBOL	SERIES	SIZE	QUANTITY	MESSAGE
A	R7-8	12" x 18"	1	RESERVED PARKING (HANDICAP)
	R7-8P	18" x 9"	1	VAN ACCESSIBLE
	R7-8F	12" x 18"	1	PENALTIES
B	R1-1	36" x 36"	4	STOP SIGN
	R1-SL	36" x 36"	1	YIELD HERE TO PEDESTRIANS
C	R10-15L	30" x 30"	1	TURNING VEHICLES YIELD
	OM1-3	18" x 18"	1	ON-SITE DIRECTION SIGNAGE (VEHICULAR TBD)
D	N/A	TBD	3	ON-SITE DIRECTION SIGNAGE (VEHICULAR TBD)

** SIGNS TO BE BY APPROVED PENNDOT SUPPLIER

EXISTING DRAINAGEWAY & WOODLAND PROTECTION EASEMENT LINE TABLE

LINE	LENGTH	BEARING
WP1	25.59'	S24°25'33"E
WP2	97.08'	S32°42'24"W
WP3	17.87'	S46°12'14"W
WP4	35.20'	S21°13'58"E
WP5	103.49'	S04°30'48"E
WP6	24.28'	S11°20'27"W
WP7	15.00'	N78°39'33"W
WP8	22.19'	N11°20'27"E
WP9	99.27'	N04°32'24"W
WP10	33.00'	N21°13'58"W
WP11	21.64'	S58°52'29"W
WP12	103.05'	N19°34'53"W
WP13	18.09'	N61°33'10"E
WP14	25.22'	N24°25'33"W
WP15	12.51'	N65°34'27"E

GENERAL DEVELOPMENT NOTES:

- HANDICAP PARKING SPACES SHALL BE IDENTIFIED BY ABOVE GRADE SIGNS.
- STORMWATER BMPs ARE FIXTURES THAT CANNOT BE ALTERED OR REMOVED WITHOUT APPROVAL BY THE TOWNSHIP AND/OR COUNTY CONSERVATION DISTRICT.
- ANY PROPOSED SIGNS SHALL BE PERMITTED IN ACCORDANCE WITH COMPLY WITH ZONING ORDINANCE.
- THE OWNER AGREES TO COMPLY WITH THE APPLICABLE REQUIREMENTS FOR PROPOSED USE(S) AS DETAILED IN ZONING ORDINANCE.
- ALL ON SITE UTILITIES SHALL BE INSTALLED UNDERGROUND.
- THE PROPOSED BUILDING IS TO BE SERVED WITH PUBLIC WATER AND PUBLIC SEWER PROVIDED BY SOUTH WHITEHALL TOWNSHIP AUTHORITY.
- THE UNDERGROUND UTILITIES SHOWN ON THIS MAP WERE LOCATED FROM VISIBLE EVIDENCE AND FIELD MARKINGS AT THE TIME OF THE SURVEY. THE EXTENT AND DEPTHS OF ALL UNDERGROUND UTILITIES ARE APPROXIMATE ONLY AND SHALL BE VERIFIED PRIOR TO ANY EXCAVATION.
- OLD RECORDS SHOW THAT AN UNDERGROUND TELEPHONE LINE EXISTS ON THE NORTH SIDE OF CRACKERSPORT ROAD. VERIZON PERSONNEL REPORTED THAT THE LINE WAS ABANDONED. THIS SHALL BE VERIFIED IN THE FUTURE.
- ALL REQUIRED PUBLIC IMPROVEMENTS DEPICTED ON THIS PLAN SHALL BE COMPLETED WITHIN ONE YEAR OF THE SIGNING OF THE DEVELOPER'S AGREEMENT.
- THE PROPERTY OWNER SHALL SIGN AN OPERATIONS AND MAINTENANCE AGREEMENT WITH THE TOWNSHIP COVERING ALL STORMWATER BMP'S THAT ARE TO BE PRIVATELY OWNED. THE AGREEMENT SHALL INCLUDE THE TERMS OF THE FORMAT AGREEMENT REFERENCED IN THE SOUTH WHITEHALL TOWNSHIP'S STORMWATER MANAGEMENT ORDINANCE CHAPTER 13, APPENDIX E.
- THERE SHALL BE NO OBSTRUCTION OF VISION BETWEEN A HEIGHT OF TWO (2) FEET AND TEN (10) FEET ABOVE THE CENTERLINE GRADE OF THE STREET WITHIN THE CLEAR SIGHT TRIANGLE.

AREAS BETWEEN THE EDGE OF CARTWAY AND THE OUTER EDGE OF THE OUTER TRAVEL LANE WITHIN ANY CLEAR SIGHT TRIANGLE SHALL BE DESIGNATED AS NO-PARKING AREAS WITH APPROPRIATE SIGNAGE AND/OR CURB PAINTING.

LEGEND

EXISTING FEATURES

- CONCRETE CURB
- EDGE OF PAVEMENT
- CONCRETE WALK OR PAD
- EASEMENT LINE
- SETBACK LINE
- PAINT LINES
- PROPERTY LINES
- SIGN POST
- FENCE
- DECIDUOUS/PINE TREE
- UTILITY POLE

PROPOSED FEATURES

- CONCRETE CURB
- EDGE OF PAVEMENT
- CONCRETE WALK OR PAD
- PROPOSED SIGN

N/A BARSTON ASSOCIATES, LP
PID: 547659348721
INST# 2011002522

N/A BARSTON ASSOCIATES, LP
PID: 547659033363
INST# 2011002522

N/A CENTER & DEWBERRY PARTNERS LP
PID: 547648935311
INST# 2014027282

N/A LEE A. BUTZ
PID: 547649987494
DOB: 1174 PG: 396

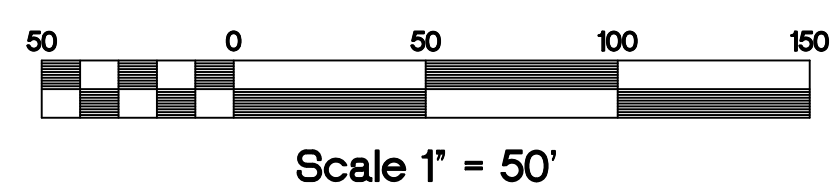
N/A ABRA DEVELOPMENT 23 LP
PID: 5476487627541
INST# 2019007714

N/A FRIES RYAN TODD
PID: 54764856267
INST# 2020036562

N/A PARKLAND PROPERTY LLC
PID: 5476483270351
INST# 2017032161

LATITUDE: 40°36'06.478" N
LONGITUDE: 75°33'56.651" W

LATITUDE: 40°35'57.792" N
LONGITUDE: 75°34'04.072" W



Scale 1" = 50'

BENCH MARK
FIRE HYDRANT #8
ELEV. 420.40 (TOP OF NUT)
NORTH AMERICAN VERTICAL DATUM 1988

CALL BEFORE YOU DIG!

PENNSYLVANIA LAW REQUIRES 3 WORKING DAYS NOTICE FOR CONSTRUCTION PHASE AND 10 WORKING DAYS IN DESIGN STAGE-STOP CALL

POCS SERIAL NUMBER: 2021161435

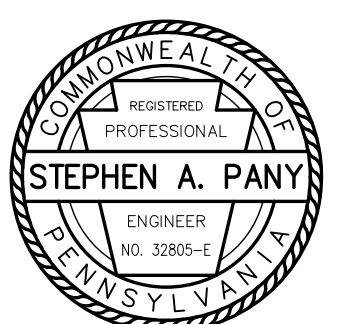
PA1 SYSTEM INC. 1-800-242-1776



PA ACT 287, AS AMENDED

IN ACCORDANCE WITH PA ACT 287, AS AMENDED, THE SURVEYOR CONTACTED PA ONE CALL, INC., FOR A DESIGN PHASE LOCATION REQUEST. THE SERIAL NUMBER FOR THAT REQUEST IS 2021161435. THE SURVEYOR HAS MADE NO INDEPENDENT VERIFICATION OF THE INFORMATION PROVIDED OTHER THAN AS MAY BE READILY EVIDENT FROM THE SURFACE OF THE GROUND.

THE CONTRACTOR SHALL COMPLY WITH PA ACT 287, AS AMENDED REQUIREMENTS AND VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO THE START OF WORK.



ENGINEER'S STATEMENT

I, STEPHEN A. PANY, A REGISTERED PROFESSIONAL ENGINEER IN THE COMMONWEALTH OF PENNSYLVANIA, DO HEREBY CERTIFY THAT THE ACCOMPANYING APPLICATION, PLANS AND SUPPORTING DOCUMENTATION ARE TRUE AND CORRECT, TO THE BEST OF MY KNOWLEDGE.

DATE: _____ PLAN PREPARER'S SIGNATURE: _____

WETLANDS NOTE:

THE WETLANDS ON THIS SITE WERE DELINEATED ON NOVEMBER 9, 2020 BY MARATHON ENGINEERING AND ENVIRONMENTAL SERVICES, INC. ALL WETLANDS SHALL BE LEFT UNDISTURBED AND PROTECTED.

FLOOD PLAIN NOTE:

THE FLOOD PLAIN LOCATION WAS PLOTTED FROM THE FEMA FLOOD INSURANCE RATE MAP, LEHIGH COUNTY, PANEL 227 OF 340, MAP NUMBER 420770227 D.

EXISTING DRIVEWAY SIGHT DISTANCES

DRIVEWAY	REQUIRED (RIGHT)	EXISTING (RIGHT)	REQUIRED (LEFT)	EXISTING (LEFT)
WEST	245 FT	285 FT	252 FT	500 FT ±
EAST	245 FT	465+ FT	252 FT	500 FT ±

SITE DATA:
4815 CRACKERSPORT ROAD
ALLEN TOWNSHIP, PA 18104
DOC. ID. 7494807
PIN 547649535193-1
516,847 SQ.FT./11.8652 ACRES

RECORD OWNER:
TRIPLE NET INVESTMENTS LXIV LLC
171 ROUTE 173 - SUITE 201
ASBURY, NEW JERSEY 08802-1365

DEVELOPER:
J.G. PETRUCCI CO.
171 ROUTE 173 - SUITE 201
ASBURY, NEW JERSEY 08802-1365

ZONING DATA

ZONING DISTRICT: IC-1 INDUSTRIAL COMMERCIAL - 1

OVERLAY DISTRICT:
EXISTING USE: MOTOR FREIGHT TERMINAL
PROPOSED USE: MOTOR FREIGHT TERMINAL (PERMITTED CONDITIONAL USE)

LF OF NEW STREET: 0 FT.
WATER SUPPLY: PUBLIC WATER
SEWAGE DISPOSAL: PUBLIC SEWER

	REQUIRED 5 ACRES	EXISTING 11.87 ACRES	PROPOSED 11.87 ACRES
MIN. LOT AREA	450 FT	534.53 FT	534.53 FT
MIN. LOT WIDTH	50 FT	123.11 FT	123.11 FT
FRONT TO ULTIMATE R.O.W. LINE	50 FT	140.93 FT	140.93 FT
SIDES TO LOT LINES	50 FT	561.11 FT	561.11 FT
REAR TO LOT LINES	50 FT	± 20.5 FT	± 20.5 FT
MAX HEIGHT OF BUILDING	70 FT	1 STORY	1 STORY
MAX. IMPERVIOUS COVERAGE:	75%	54.0%	54.2%
MAX. BUILDING COVERAGE:	N/A	1.9%	4.5%

PARKING TABULATION:

STANDARD SPACE REQUIREMENTS:
1 SP PER EMPLOYEE ON THE LARGEST TWO SHIFTS (OR LARGEST SHIFT, IF THERE IS NO MORE THAN ONE SHIFT), PLUS 1 SP FOR EVERY TWO LOADING DOCKS

50 EMPLOYEES = 50 SPACES REQUIRED
1 LOADING DOCK = 1 SPACE REQUIRED
51 SPACES REQUIRED TOTAL

OR
1 SP PER 3,000 SF OF FLOOR AREA USED FOR MATERIAL STORAGE AND DISTRIBUTION AND VEHICLE MAINTENANCE AND SERVICE, PLUS 1 SP PER 250 SF OF FLOOR AREA USED FOR OFFICE SPACE AND DRIVER CONVENIENCE AREAS, WHICHEVER IS GREATER.

15,364 SF/3,000 SF = 6 SPACES REQUIRED
7,429 SF/250 SF = 30 SPACES REQUIRED
36 SPACES REQUIRED TOTAL

51 SPACES REQUIRED
57 SPACES PROVIDED (INCLUDES 3 ADA)

OVERSIZED/TRAILER SPACE REQUIREMENTS:
1 OVERSIZED SPACE FOR EVERY 2 LOADING DOCKS, AND 1 CONTAINER (TRAILER) SPACE (55' X 10' IN SIZE) PER LOADING DOCK.

1 LOADING DOCK = 1 OVERSIZED SPACE REQUIRED
1 OVERSIZED SPACES PROVIDED (12'x6'5")
1 LOADING DOCK = 1 TRAILER SPACE REQUIRED
84 TRAILER SPACES PROVIDED (12'x55'+)
46 OTHER SPACES PROVIDED (12'x30')

STORM SEWER NOTE:

THE PROPOSED STORM SEWER SYSTEM ON-SITE SHALL BE PRIVATELY OWNED AND MAINTAINED TO THE CONNECTION TO EXISTING INLET 3 IN CRACKERSPORT ROAD.

SURVEY NOTES:

- BOUNDARY SHOWN PER SURVEY CONDUCTED 11/20/2020 BY PANY AND LENTZ ENGINEERING, AS SHOWN ON ALTA PLAN DATED 11/17/2020, LAST REVISED 1/6/2021.
- TOPOGRAPHY AND EXISTING FEATURES PARTIALLY SHOWN PER SURVEY CONDUCTED 10/28/2010 BY ARTHUR A. SWALLOW ASSOCIATES, LAND DEVELOPMENT PLANS DATED 02/17/2011, LAST REVISED 1/16/2013.
- TOPOGRAPHY AND EXISTING FEATURES PARTIALLY SHOWN PER PANY & LENTZ ENGINEERING COMPANY, FIELD SURVEY ON 11/11/2020 AND 3/30/2021.
- PER LAND DEVELOPMENT PLANS PREPARED BY ARTHUR A. SWALLOW ASSOCIATES, DATED 02/17/2011, LAST REVISED 1/16/2013. "A PRIVILEGE OF PASSAGE EXISTS AS RECORDED IN D.B. 1108 PG. 604 (UNPLOTTABLE); PENNSYLVANIA POWER & LIGHT COMPANY (PPL&) AS RECORDED IN D.B. 327 PG. 401, AND PENNSYLVANIA POWER & LIGHT COMPANY (PPL&) AS RECORDED IN D.B. 333 PG. 516 (PLOTTED)."
- THE PROPERTY MAY BE SUBJECT TO ANY EASEMENTS, RIGHTS OF WAY, RESTRICTIONS, ETC. THAT ARE NOT NECESSARILY SHOWN ON THIS PLAN.

PRELIMINARY/FINAL RECORD / ZONING PLAN

PANY & LENTZ ENGINEERING COMPANY
CONSULTING ENGINEERS
CIVIL • STRUCTURAL • MECHANICAL • MACHINERY
609 Hamilton Street • Allentown, PA 18101
Office: 610/433-1634 • Fax: 610/433-1636

NO.	DATE	REVISION	BY	DESCRIPTION	DWG. NO.
1	9/8/21	REVISED PER TWP. REVIEW	MD		LD-2
#	DATE	REVISION	BY		

BUILDING ADDITION
4815 CRACKERSPORT ROAD
ALLEN TOWNSHIP, PA 18104
SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA

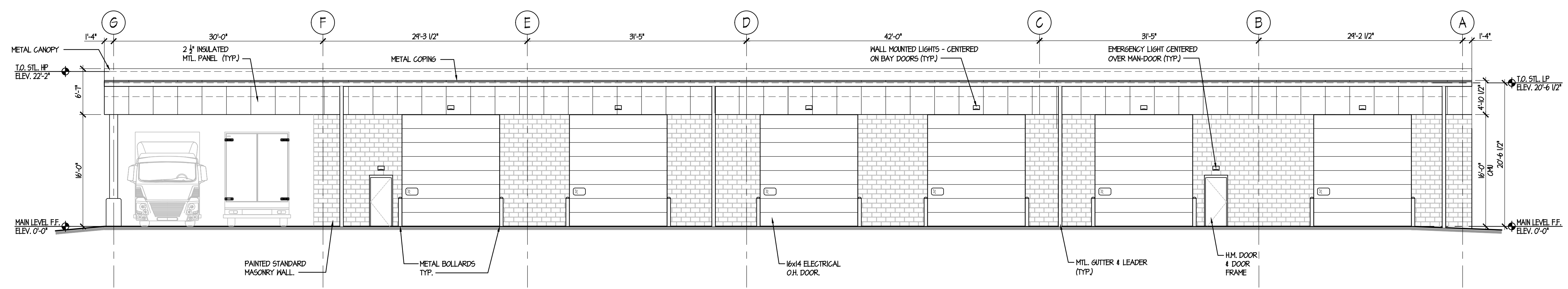
J.G. PETRUCCI CO., INC.
171 ROUTE 173
SUITE 201
ASBURY, NEW JERSEY 08802

REVISIONS: 19

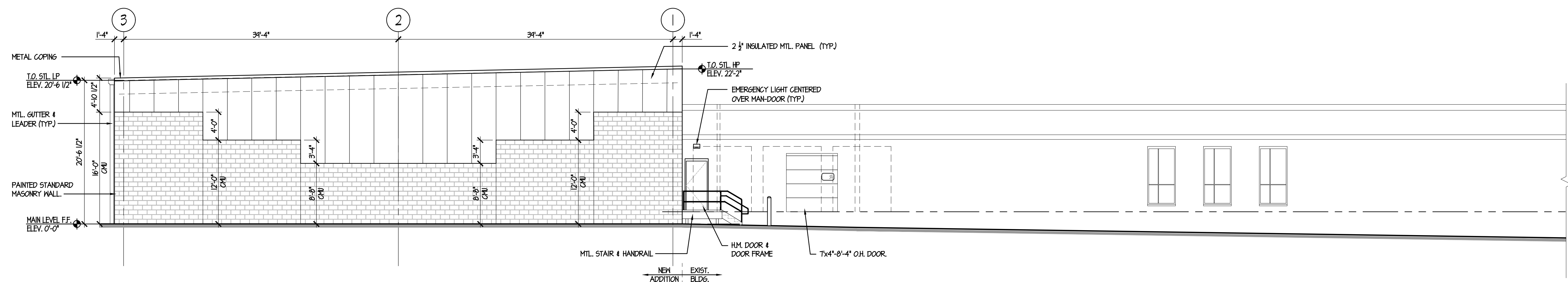
REV#	DATE	DESCRIPTION

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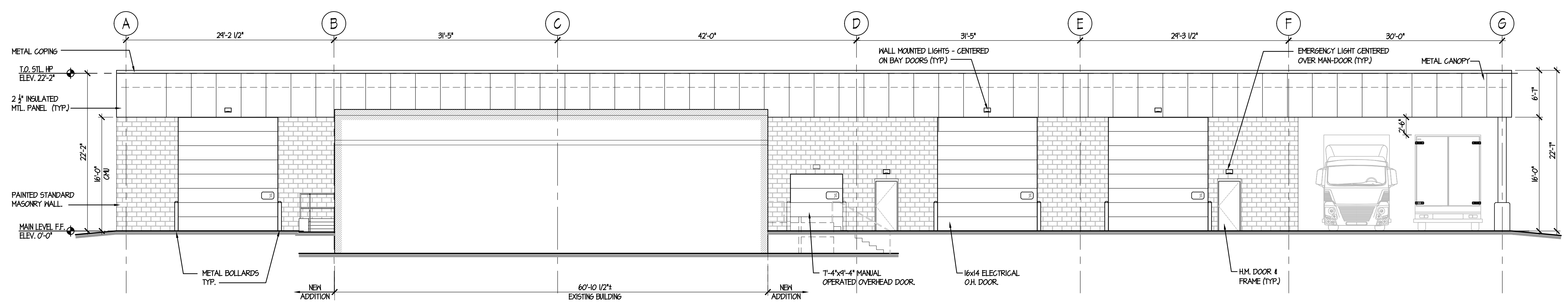
PROGRESS PRINT
14 JUL 21



3 NORTH ELEVATION
1/8" = 1'-0"



2 WEST ELEVATION
1/8" = 1'-0"



1 SOUTH ELEVATION
1/8" = 1'-0"



224 COURTYARD DRIVE
HILLSBOROUGH, N.J. 08844
PHONE 908.685.7700 | FAX 908.301.9
WWW.CERMINARAARCHITECT.COM

CARMINE CERMINARA, AIA
■ NJ C.7461 RA.015944.B
JOHN MANNINO, AIA
■ NJ 21A02015200 RA.027437
■ PA 036963-1
■ CT ARI.0014533

4815 CRACKERSPORT ROAD

4815 CRACKERSPORT ROAD
SOUTH WHITEHALL TWP. PA

ELEVATIONS

SCALE: AS NOTED
DATE: COMMISSION 2/10/21
DRAWN BY: CCH REVISION
CHECKED BY: CC
SHEET: DRAWING

REVISIONS	
REV#	DATE DESCRIPTION

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PROGRESS PRINT
14 JUL 21



224 COURTYARD DRIVE
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WWW.CERMINARAARCHITECT.COM

CARMINE CERMINARA, AIA
C 3461
RA 0128448
NJ PA

JOHN MANNINO, AIA
21A02015200
RA 07437
030953-1
ARI 0014533
NJ PA NY CT

**4815
CRACKERSPORT
ROAD**

4815 CRACKERSPORT ROAD
SOUTH WHITEHALL TWP. PA

ELEVATIONS

SCALE AS NOTED

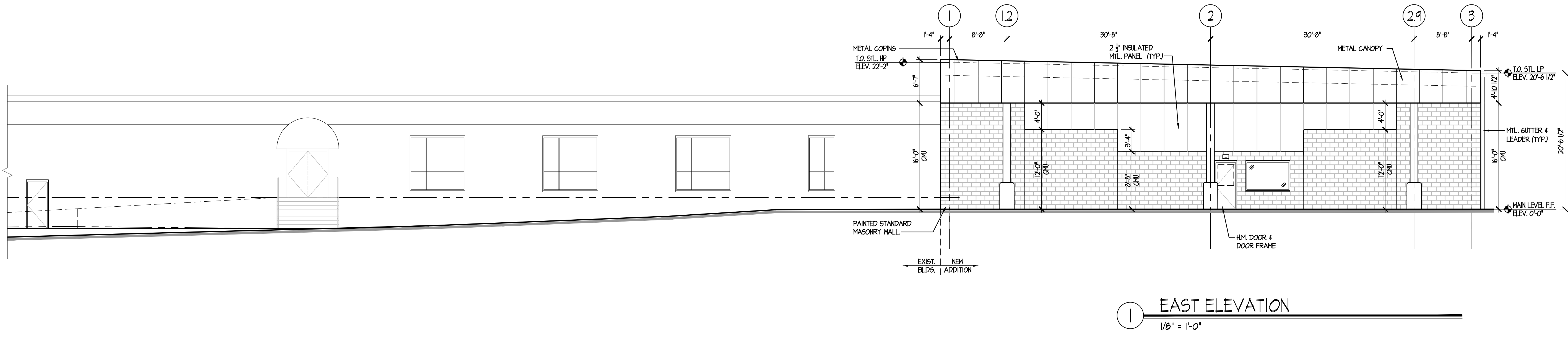
DATE COMMISSION 21012

DRAWN BY CCH REVISION

CHECKED BY CC

SHEET DRAWING

A4



1 EAST ELEVATION
1/8" = 1'-0"

Re: **Building Addition Land Development**
4815 Crackersport Road, PIN #547649535183-1
South Whitehall Township, Lehigh County
Project Narrative

July 15, 2021

Renee Bickel, Township Manager
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104

Dear Ms. Bickel:

I am preparing this letter on behalf of Triple Net Investments LXIV, LLC, the owner of an existing developed property located at 4815 Crackersport Road, Allentown. The site was previously utilized by Covenant Transport.

By means of this letter, I am providing the requested project narrative and estimation of the sewage flows required for the Land Development submission for the current proposed Building Addition.

Project Narrative

The site is approximately 1.87 acres in size and is located on the north side of Crackersport Road (T.R. 555) within the IC-1 Industrial Commercial Zoning District. The applicant proposes a 13,500 square foot building addition to be located on the north end of the existing 9,882 SF building. The building addition will contain a maintenance shop, associated offices for the shop, parts storage area, truck wash bay and driver support areas. The proposed addition is located on existing impervious surfaces. No new impervious areas are proposed. Approximately 950 SF of existing impervious area is to be removed.

It is estimated there will be 20 shop employees and up to 30 drivers. The total potential employee count of 50 was utilized for parking calculations. 60 car parking spaces are proposed. The site is currently paved and striped for truck and trailer parking. After construction of the building addition there will be 1 oversized space (12'x65'), 84 trailer storage spaces (12'x60' and 12'x55') and 46 tractor spaces (12'x30').

The site is currently and historically to be served with public water and public sewer. Public water and sewer services are proposed to continue. The domestic water service will be extended internally to the building addition. The sewer lateral will be extended on site to the new building addition. A new water tap for fire service is proposed.

Pany & Lentz Engineering Company
609 Hamilton Street • Allentown, PA 18101
PHONE: 610/433-1634 • FAX: 610/433-1636

Estimated Sewer Flows

The site was historically utilized as a motor freight terminal in accordance with past Township approvals. This use is proposed to continue with the building addition.

A Certificate of Occupancy dated May 1, 2008 indicates a design occupant load of 48 persons. The existing 9,882 SF building also contained six (6) washing machines for driver use. From PA Code Title 25, Section 73.17 Sewage Flows, the average daily flows for office is 10 GPD per employee and 400 GPD for self-service laundries per washer. Based on those numbers, we obtained an estimate of at least 2,880 GPD for the existing sewage flows from the site.

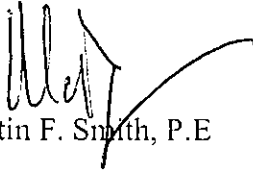
The proposed employee count for the site is 50. The truck wash is estimated to use 20 gallons per wash. An average of 5 trucks per day are anticipated to use the wash bay. Utilizing the same calculations as above, a total new estimated sewage flow is $(50*10) + (6*400) + (5*20) = 3,000$ GPD. This is an increase of 120 GPD from previous flows.

Our sewer analysis indicated the proposed use has a negligible impact on sewer demand. Existing flows from the site may have been higher than the estimated 2,880 GPD so there may be no increase in sewage demand. It is requested the Township observe actual flows after construction and occupancy of the building addition to determine the need, if any, for additional allocations to the site.

Please feel free to contact me via email at mfsmith@plec.us or phone at 610-433-1634 if there are any questions on the items submitted or additional information required.

Very truly yours,

Pany & Lentz Engineering Co.



Martin F. Smith, P.E

CC: Triple Net Investments LXIV, LLC
Stephen Pany, PE

Pany & Lentz Engineering Company
609 Hamilton Street • Allentown, PA 18101
PHONE: 610/433-1634 • FAX: 610/433-1636

PANY & LENTZ ENGINEERING COMPANY

Re: **Building Addition Land Development**
4815 Crackersport Road, PIN #547649535183-1
South Whitehall Township, Lehigh County
Preliminary/Final Plan Submission
SALDO Waiver Request

July 15, 2021

Renee Bickel, Township Manager
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104

Dear Ms. Bickel:

On behalf of the applicant, we respectfully request the following waiver for the above referenced land development plan.

1. **SECTION 312-12 (b)(15)** – requesting a waiver from requirement to show existing features for 400’ around the project site. The request is made due to the limited nature of work for the current submission. The work is contained completely within the developed site.

Thank you for your consideration.

Very truly yours,

Pany & Lentz Engineering Co.



Martin F. Smith, Jr., PE

Cc: Triple Net Investments LXIV, LLC

SOUTH WHITEHALL TOWNSHIP

4444 Walbert Avenue, Allentown, PA 18104-1699
www.southwhitehall.com • (610) 398-0401

MEMORANDUM

TO: Mr. Gregg R. Adams via e-mail
Planner, Community Development Department
South Whitehall Township

FROM: Mr. Anthony F. Tallarida, P.E. *AFT*
Manager, Municipal Engineering Services

SUBJECT: South Whitehall Township
Building Addition for
4815 Crackersport Road
Major Plan #2021-104
Preliminary/Final Land Development Plan Review

DATE: October 7, 2021

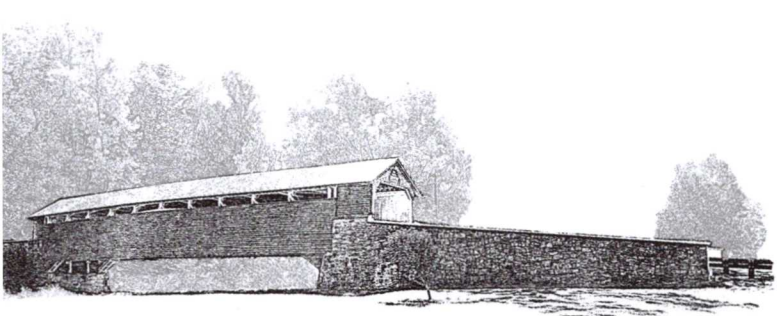
COPIES: Mr. Randy Cope
Interim Township Manager
South Whitehall Township

Mr. David Manhardt, AICP
Director of Community Development
South Whitehall Township

Mr. Herb Bender
Public Works Manager
South Whitehall Township

Mr. Mike Elias
Public Works Utility and MS4 Program Coordinator
South Whitehall Township

Ms. Tracy J.B. Fehnel
Insurance Administrator & Executive Assistant
South Whitehall Township



TOWNSHIP ENGINEER

J. Scott Pidcock, P.E., R.A.

The Pidcock Company

2451 Parkwood Drive, Allentown, PA 18103-9608

Phone: (610) 791-2252 • Fax: (610) 791-1256

E-mail: info@pidcockcompany.com

Ms. Laura M. Harrier
Building Code Official/Zoning Officer
South Whitehall Township

Lisa Pereira, Esq.
South Whitehall Township Alternate Solicitor
Broughal and DeVito, LLP

Mr. Christopher A. Taylor, PG
Senior Geologist
Hanover Engineering Associates, Inc.

Mr. Martin F. Smith, Jr., P.E.
Civil Project Manager
Pany & Lentz Engineering Company

Mr. Dominick Baker
Triple Net Investments LXIV, LLC

(all via e-mail)

REPORT:

South Whitehall Township Ordinances:

Zoning Ordinance (ZO)

Subdivision and Land Development Ordinance (SALDO)

Stormwater Management Plan (SMP)

See attached list for documents reviewed.

Proposal:

A 13,500± square foot (s.f.) expansion to the existing 10,000± s.f. Motor Freight Terminal building on an 11.9± acre parcel;

All development is within the existing boundaries of the parking area;

A reduction from 100 trailer spaces to 86 trailer spaces;

An increase from 28 car parking spaces to 60 car parking spaces;

An increase from none to 57 10-foot x 30-foot parking spaces;

IC-1 Zoning District; and

Public Water and Sanitary Sewer.

Waivers Granted:

(none to date).

Recommendation:

We recommend engineering approval subject to the attached comments being satisfactorily addressed. The Planning Commission recommended approval at their meeting on August 19, 2021.

ddm/acc

Enclosures

South Whitehall Township
Building Addition for
4815 Crackersport Road
Major Plan #2021-104
Preliminary/Final Land Development Plan Review

October 7, 2021

REVIEW COMMENTS

A. Planning

1. In a letter dated September 8, 2021, the Applicant has requested relief from the following sections of the SALDO. These waivers were recommended by the Planning Commission at their meeting on August 19, 2021:
 - a. §312-12.B(15) – Waiver from showing existing contours for 400 feet surrounding the site. We have no engineering objection to this request;
 - b. §312-12.B(20) – Waiver from showing the location, character, and elevation of any building within 100 feet of the site. We have no engineering objection to this request; and
 - c. §312-12.B(21) – Waiver from showing sidewalks, trails, driveways, streets, easements, and rights-of-way within 400 feet of the site. We have no engineering objection to this request.

In the event waivers are granted, revise the Waiver Requests Note on the Plan to include the dates of approval and the Board which took the action.

B. General

1. The proposed sidewalk alignment should be reviewed as it appears to be located over, or is in close proximity to, utility pole(s) and associated guy wire(s), a gas valve, a water meter, etc. The owners of each of these facilities will need to approve the layout; and
2. Provide a detail for the “Snow Removal Device” proposed behind the eastern gate.

C. Stormwater Management

1. Since a 5-foot-wide sidewalk along the frontage was shown on the previously-approved Covenant Transport Plan for this site, there is no increase in impervious cover proposed by the development and the project is exempt from meeting the provisions of the SMP, excluding the design of the stormwater systems proposed, SMP §296-5(E); and
2. An agreement shall be provided per the Stormwater Blanket Easement.

D. Traffic

1. Revise turning templates to address the largest emergency vehicle. See the attached turning template for Largest Emergency Response Vehicle;
2. Confirm placement of the proposed yield to pedestrian signs shown behind the crosswalk. Verify Proposed Sign Tabulation against signs shown on the Plan. Confirm whether Sign “E” proposed in the rear lot was intended to be an “F”;
3. Provide a sidewalk detail for the proposed sidewalk along Crackersport Road, §312-35(b)(3)(A)(ii); and
4. The following accessibility comments are based on Chapter 11, Appendix E, and related accessibility provisions of the 2018 International Building Code (IBC) adopted by the Pennsylvania Construction Code Act 45 as amended (PAUCC), Accessible and Usable Buildings ICC A117.1 2009 (ICC A117.1) referenced in the IBC, and the Pennsylvania Department of Transportation Publication RC-67M (PENNDOT RC-67M). These comments are subject to further review and comment by the Township’s Accessibility Code Official during building permitting, and we recommend that the Developer’s Engineer contact the Code Official to confirm additional accessibility requirements:
 - a. Indicate locations of accessible entrances and the accessible route, including spot elevations, between the accessible parking spaces to the proposed addition, confirming compliance with IBC 1104.2; and
 - b. Update the ADA curb ramp details on Sheet 4 of 19 to include spot elevations, dimensions, and slope percentages to demonstrate compliance with PENNDOT standards for all slope changes, cross slopes, and longitudinal slopes.

E. Policy and Information

1. Upon submission of plans for recording, all Statements and Certifications shall be signed and sealed/notarized as applicable. Provide Applicant statements to be signed and notarized, SALDO §312-12.B(6) and §312-14.B(2);
2. The Township should determine whether open space, or fees in lieu thereof, will be required, and an appropriate note should be added to the Plan, SALDO §312-34(d);
3. Address any concerns of the Township Public Safety Commission;
4. Address any concerns of the Landscape and Shade Tree Commission, SALDO §312-12(b)(28);
5. Submit to required outside agencies and provide a note listing all required outside agency permits and approvals on a plan to be recorded. These agencies/permits

include, but may not necessarily be limited to:

- a. Lehigh County Conservation District (LCCD), SALDO §312-12(a)(13), §312-12(b)(39), §312-14(a)(9), and §312-39(e); and
- b. LANTA, SALDO §312-12(a)(14) and §312-14(a)(10).

Provide copies of all correspondence, including all data submitted to outside agencies regarding required permits and approvals, to the Township and our office;

6. We have not reviewed and would defer to the Township Fire Inspector and emergency response personnel regarding the acceptability of emergency access and fire protection requirements;
7. We defer to the Township Geotechnical Consultant to review all geotechnical aspects of the design;
8. We defer to the Township Electrical Consultant to review the proposed site lighting, SALDO §312-12.B(37), SALDO §312-41.A(1), and ZO §350-42.(i);
9. Provide a Recorder of Deeds Signature Block, SALDO §312-13(f);
10. Identify anticipated completion date for required improvements, SALDO §312-14(b)(7); and
11. Discuss matters pertaining to the design of water distribution and sanitary sewerage systems with the Township Department of Public Works.

The comments noted above are the result of our engineering review. We have not reviewed items associated with legal, geotechnical, lighting, water/sanitary sewerage systems, environmental, building code, public safety, and other non-engineering issues, which should be reviewed by the appropriate Township Staff and Consultants.

South Whitehall Township
Building Addition for
4815 Crackersport Road
Major Plan #2021-104
Preliminary/Final Land Development Plan Review

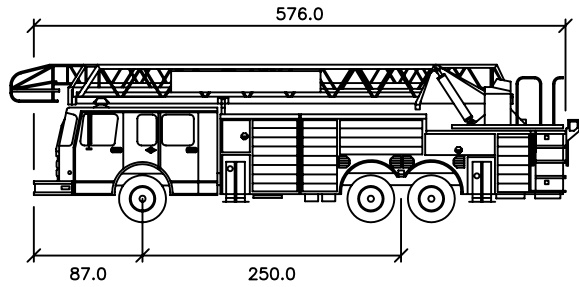
List of Plans and Supplemental Information
Prepared by Pany & Lentz Engineering Company
Dated September 8, 2021, except as noted

1. Cover Sheet, Sheet 1 of 19 (Record Sheet);
2. Record/Zoning Plan, Sheet 2 of 19 (Record Sheet);
3. Existing Features and Demolition Plan, Sheet 3 of 19;
4. Grading Plan, Sheet 4 of 19;
5. Utility Plan, Sheet 5 of 19;
6. Paving Plan, Sheet 6 of 19;
7. Site Construction Details, Sheet 7 of 19;
8. Storm Sewer Details, Sheet 8 of 19;
9. Waterline Details, Sheet 9 of 19 (cursory review only);
10. Waterline Details, Sheet 10 of 19 (cursory review only);
11. Utility Profiles, Sheet 11 of 19;
12. Landscaping Plan, Sheet 12 of 19 (cursory review only);
13. Lighting Plan, Sheet 13 of 19 (cursory review only);
14. Soil Erosion and Sediment Control Plan, Sheet 14 of 19 (cursory review only);
15. Soil Erosion and Sediment Control Notes, Sheet 15 of 19 (cursory review only);
16. Soil Erosion and Sediment Control Details, Sheet 16 of 19 (cursory review only);
17. WB-67 Truck Turning Plan, Sheet 17 of 19;
18. Emergency and Truck Refuse Turning Plan, Sheet 18 of 19;
19. Inlet Drainage Area Plan, Sheet 19 of 19;
20. Boundary Closure Report;
21. Opinion of Probable Costs;
22. Response Letter to Community Development Review;
23. Response Letter to Geotechnical Consultant;
24. Response Letter to Utility Review;
25. Response Letter to Engineer Review;
26. Response Letter to Zoning Review;

27. Letter of Transmittal to LANTA, dated August 20, 2021;
28. Stormwater Conveyance Narrative Report & Calculations;
29. Letter of Transmittal to South Whitehall Township, dated September 13, 2021; and
30. Waiver Request Letter dated July 15, 2021.

In addition, we have received the following information in support of the Application:

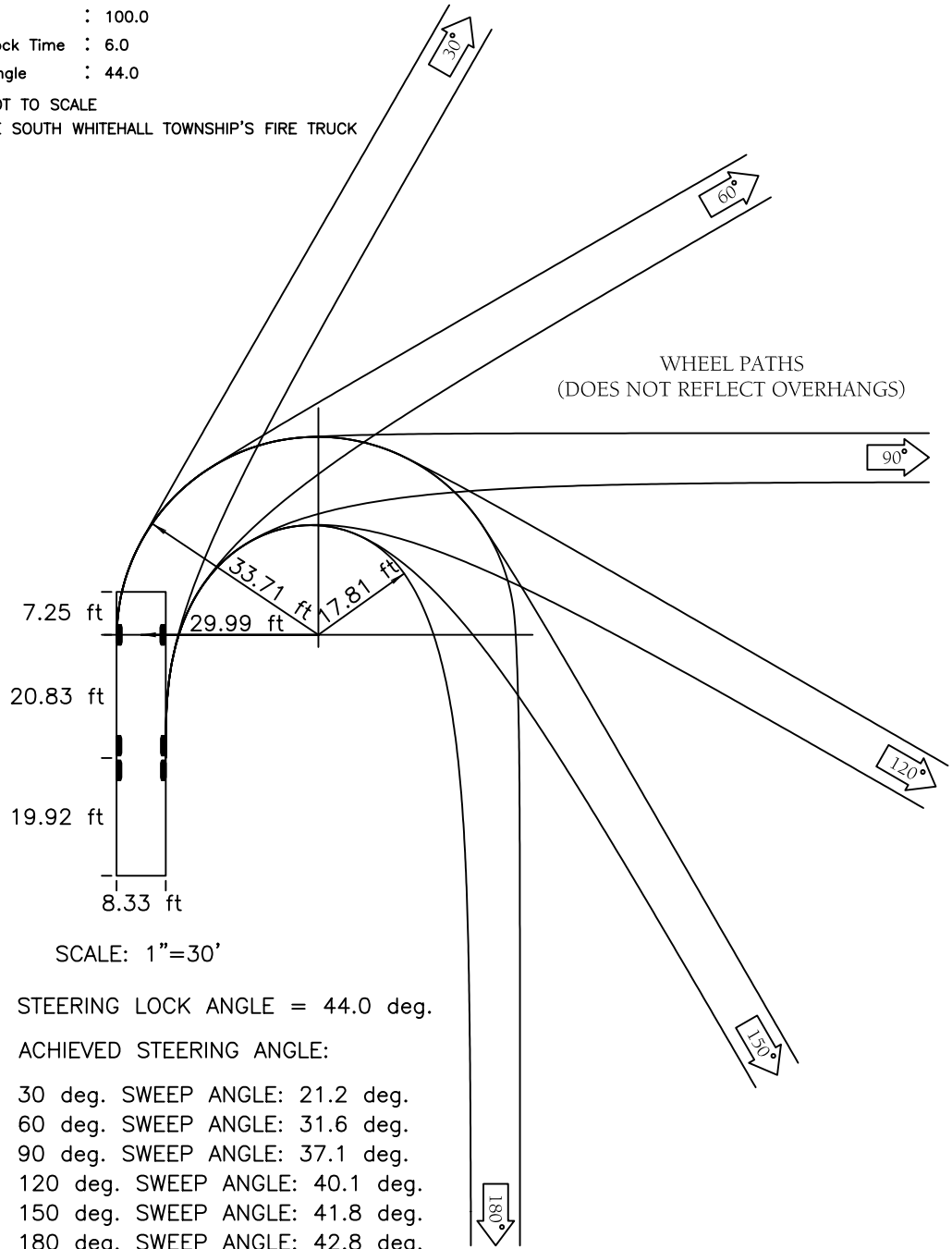
1. Subdivision & Land Development Review Application, dated September 13, 2021.



Width : 100.0
 Track : 100.0
 Lock to Lock Time : 6.0
 Steering Angle : 44.0

NOT TO SCALE

*IMAGE ABOVE MAY NOT REPLICATE SOUTH WHITEHALL TOWNSHIP'S FIRE TRUCK



WHEEL PATHS
 (DOES NOT REFLECT OVERHANGS)

SCALE: 1"=30'

STEERING LOCK ANGLE = 44.0 deg.

ACHIEVED STEERING ANGLE:

- 30 deg. SWEEP ANGLE: 21.2 deg.
- 60 deg. SWEEP ANGLE: 31.6 deg.
- 90 deg. SWEEP ANGLE: 37.1 deg.
- 120 deg. SWEEP ANGLE: 40.1 deg.
- 150 deg. SWEEP ANGLE: 41.8 deg.
- 180 deg. SWEEP ANGLE: 42.8 deg.

DRWN. BY:	BMC
CHKD. BY:	BEH
FIELD BOOK:	

SCALE:	AS NOTED
DATE:	JULY 10, 2009
PROJ. NO.:	

SOUTH WHITEHALL TOWNSHIP
 AERIAL FIRE TRUCK TURNING TEMPLATE INFORMATION

THE PIDCOCK COMPANY
 CIVIL ENGINEERING AND LAND PLANNING ARCHITECTURE LAND SURVEYING
 2451 PARKWOOD DRIVE ALLENTOWN, PENNSYLVANIA 18103

LARGEST EMERGENCY RESPONSE VEHICLE

<p style="font-size: 2em; margin: 0;">SK</p> <p style="font-size: 3em; margin: 0;">1</p>
--



October 12, 2021

South Whitehall Township
4444 Walbert Avenue
Allentown PA 18104

Re: 4815 Crackersport Rd
Land Development #2021-104
Review of Preliminary Plan September 8, 2021.
SSM File 103400.0065

Dear Mr. Adams:

This correspondence is provided as a review of the Preliminary Land Development Plan submitted for the above referenced project revised on September 8, 2021 submission.

We have the following comments regarding the water and sanitary sewer utilities:

Water Comments:

1. Information is required on added plumbing fixtures for EDU calculations.

Sanitary Sewer Comments:

1. Per separate correspondence by SSM on 10/12/21 regarding estimated sewer flows, a planning module will be required for new flows on the property.

Please contact us should you have any questions, or require any additional information regarding our comments.

Sincerely,
Spotts, Stevens and McCoy

A handwritten signature in blue ink that reads "Jason M. Newhard".

Jason M. Newhard, CCM, LO
Manager, Operations
Water and Wastewater Engineering
jason.newhard@ssmgroup.com

cc: Herb Bender



HanoverEngineering

252 Brodhead Road • Suite 100 • Bethlehem, PA 18017-8944
Phone: 610.691.5644 • Fax: 610.691.6968 • HanoverEng.com

August 4, 2021

Mr. Gregg Adams, Planner
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104-1699

RE: Geotechnical Engineering Review of
Provided Documents
Building Addition 4815 Crackersport Road
Major Plan 2021-104
South Whitehall Township, Lehigh County,
Pennsylvania
Hanover Project SWT21-11(006)

Dear Mr. Adams:

Hanover Engineering (Hanover) has reviewed the information received on July 23, 2021 via electronic link. Reviewed documents pertaining to the geotechnical aspects of the proposed project at the above-referenced site consisted of the following:

1. Project Narrative, prepared by Pany & Lentz Engineering Company (P & L), dated July 15, 2021.
2. Report entitled "Stormwater Conveyance Narrative Report & Calculations," prepared by P & L, dated July 14, 2021.
3. Report referenced as "Stormwater Infiltration & Pavement Evaluation Summary Report", prepared by Kleinfelder, dated December 9, 2020.
4. Engineering plan set entitled "Preliminary/Final/Record/Zoning Plan", Sheets 1 of 14 through 14 of 14 inclusive, prepared by P & L, dated July 14, 2021, unrevised.

Based on our review, it is our understanding that the subject property consists of a single tax parcel 11.87 acres in size. It contains an existing 9,882 square foot (SF) building utilized as a motor freight terminal. The property also contains appurtenant improvements such as paved access drives and parking areas and a stormwater collection and management system. The applicant proposes to construct a 13,500 SF building addition containing a maintenance shop, offices, parts storage, truck wash bay, and driver support areas. This is a first submission of these documents for review. We offer the following comments:

1. The plans depict facilities labeled as "Underground Infiltration Bed" numbered one (1) through seven (7). Clarify if these facilities are existing or proposed. If proposed, the

requirements of Chapter 296, Stormwater Management, of the South Whitehall Township Code will apply and are to be addressed per the comments that follow.

2. Chapter 296-9.J: Within areas containing soils identified by the Soils Conservation Service to be sinkhole prone, basins shall be lined with a material which, after installation, attains a permeability rate of less than or equal to 1×10^{-7} cm/sec. The applicant shall demonstrate compliance or formally request a waiver from this requirement.
3. Chapter 296-9.K: Groundwater recharge methods shall not be permitted in the areas of limestone geology. The applicant shall demonstrate compliance or formally request a waiver of this requirement.
4. Chapter 296-9.N: No earth disturbance activities associated with any regulated activities shall commence until approval by the Township of a plan which demonstrates compliance with the requirements of this chapter.
5. Chapter 296-9.P: Infiltration for stormwater management is encouraged where soils and geology permit, consistent with the provisions of this chapter and, where applicable, the Recommendation Chart for Infiltration Stormwater Management BMPs in Carbonate Bedrock in Appendix D. Infiltration is encouraged for capturing and treating the Water Quality Volume. The applicant shall demonstrate that this proposal is consistent with the Recommendation Chart.
6. Chapter 296-12.G: The applicant shall document the bedrock type present on the site from published sources. Any apparent boundaries between carbonate and noncarbonate bedrock shall be verified through more detailed site evaluations by a qualified geotechnical professional. The Kleinfelder Report shall bear the signature and seal of this individual.
7. Chapter 296-12.H: For each proposed regulated activity where an applicant intends to use infiltration BMPs, the applicant shall conduct a preliminary site investigation as outlined in Appendix G. This investigation shall be documented, and the resulting data provided in a report signed and sealed by a qualified geotechnical professional.
8. Chapter 296-12.I(2): Depth to seasonal high water table below the invert of the BMP shall be greater than or equal to three feet (3').
9. Chapter 296-12.I(4): It is not apparent that all setback distance requirements of this section have been met.
10. Chapter 296-12.K: For infiltration areas that appear feasible based on the preliminary site investigation, the applicant shall conduct the additional site investigation and testing as outlined in Appendix G.

General Comments

11. Provide details, notes, and specifications for the construction of the underground infiltration beds.

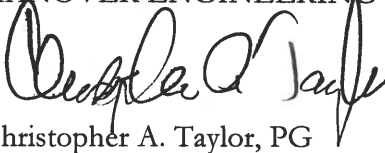
The following requirements of the South Whitehall Township Subdivision and Land Development Ordinance (SALDO) shall be addressed:

12. Section 312.12(b)(18): Provide and label the location of all significant features listed, or provide a note stating which features do not exist on the site.

We trust that this is the information that you require. Should you have any questions or concerns regarding this information, please do not hesitate to contact our office.

Respectfully,

HANOVER ENGINEERING



Christopher A. Taylor, PG

cat:cg

S:\Projects\Municipal\WhitehallTownship\Sw21-11(006)-4815CrackersportRoadMajorPlan2021-104\Docs\SWT Geotech, 4815 Crackersport Rd geotech review cmt ltr 1.doc

- cc: Mr. Dave Manhardt, Director of Community Development (via email)
Mr. Herb Bender, Public Works Director (via email)
Mr. Anthony F. Tallarida, PE, The Pidcock Company (via email)
Mr. Mark Gnall, PE, The Pidcock Company (via email)
Mr. Dominick Baker, Triple Net Investments LXIV, LLC
Mr. Stephen A. Pany, PE, Pany & Lentz Engineering Company

SOUTH WHITEHALL TOWNSHIP

4444 Walbert Avenue, Allentown, PA 18104-1699
www.southwhitehall.com • (610) 398-0401

August 13, 2021

Mr. Dominick Baker
Triple Net Investments LXIV, LLC
171 Route 173, Suite 201
Asbury, NJ 08802

**Re: Building Addition 4815 Crackersport Road
Major Plan 2021-104
Preliminary/Final Land Development Plan Review**

Dear Mr. Baker:

The purpose of this letter is to report zoning and non-engineering related comments that are to be addressed. My comments follow:

Zoning

1. The comments of the Zoning Officer are contained in Ms. Laura Harrier's review dated August 16, 2021.

Fire Inspector

1. The Fire Marshal reported no comments. The Fire Marshal reports that the Public Safety Commission in conjunction with the Fire Chief recommends that a SALDO-compliant fire hydrant be shown on the plan.

Open Space and Recreation

1. For nonresidential developments a fee shall be Twenty-Five Cents (\$0.25) per square foot of additional proposed impervious coverage (post-development impervious surface minus pre-development impervious surface) in lieu of the requirement for public dedication of land. Per the Zoning Data Block, a net decrease in impervious coverage is proposed. Therefore, the fee to be charged is \$0.00.

Water & Sewer

1. The applicant is to request allocations for water and sewer from the South Whitehall Township Board of Commissioners. Please be aware that the Board of Commissioners



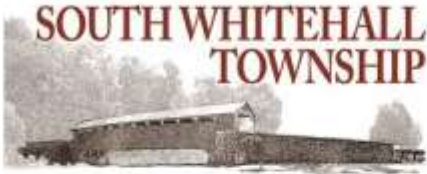


now charges both allocation fees and tapping (connection) fees. The applicant must address all water and sewer service issues, and obtain all approvals deemed necessary by the South Whitehall Township Board of Commissioners. You are advised to contact the Public Works Department as soon as practicable to learn of, or confirm any or all of:

- a. The amount of any water and/or sewer **allocation fees**. The application is available on the Township website under Water/Sewer Forms/FAQs/Links. The fee for the allocation(s) will be due with the submission of the application;
 - b. The amount of any water and/or sewer **connection fees**. The fees are due at or before the building permit is to be issued. Application is also available on the Township website under Water/Sewer Forms/FAQs/Links;
 - c. The amount of any **contributions** that would cover the cost of extending the water and/or sewer system so that it can serve your development.
2. The applicant is to contact the PA Department of Environmental Protection to determine what Sewage Facility Planning requirements are to be met for this development.
 6. An Erosion and Sediment Control Plan is required for any earth disturbance activity of more than 5,000 square feet pursuant to Section 296-11(B) of the South Whitehall Township Codified Ordinance (Stormwater Management Plan).

Legal and Other

1. Township policy with regard to the deferral of sidewalk and curbing has changed and deferrals shall no longer be granted. The applicant should be prepared to discuss compliance with SALDO Section 312-35(b)(3)(A)(ii).
2. The Township Solicitor and Township Engineer may want to comment upon the legal requirements of the MS4 program with regard to any private stormwater management facilities.
3. If a dumpster is to be used, the location shall be identified on the plan and screened and buffered in accordance with Section 350-42(b) of the Zoning Ordinance and Section 288-4(c) of the Codified Ordinances. A Screening Detail shall be included in the Construction Details plan sheets.
4. The zoning information block on the plan should be amended to include a note indicating the number of floors in each building shown and whether or not a basement will be included in each building. If so, the square footage of the basement may be counted towards parking requirements.



5. That a note be added to the site plan stating that the applicant is responsible for joining the PA One Call system and is responsible for the marking of all underground utilities prior to the utilities being formally accepted by and dedicated to the Township.
6. Confirmation of a plan submittal to LANTA shall be provided.
7. Signature Blocks and Certifications to appear on each plan sheet to be recorded.

Waiver and Deferral Request Commentary

1. Request to waive SALDO Section 312-12(b)(15) regarding the requirement to show contours within 400 feet of the the subject tract – defer to the Township Engineer.

Official Map & Comprehensive Plan

1. The Official Map depicts the subject parcel as underlain by karst geology and fronted by a Collector Road (Crackersport road)
2. The Comprehensive Plan envisions a D-4 Industrial character area intended to be compact, mixed-use area that is pedestrian-friendly and will support alternative public transportation in the long term.

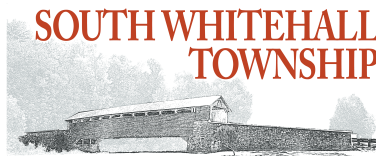
Your plan is scheduled to be reviewed by the Planning Commission on Thursday, August 19, 2021 at 7:30 p.m. in the South Whitehall Township Municipal Building located at 4444 Walbert Avenue.

If you have any questions, please feel free to contact me at 610.398.0401.

Sincerely,

**Gregg R. Adams, Planner
South Whitehall Township**

cc: R. Cope D. Manhardt L. Harrier H. Bender J. Frantz
J. Alderfer, Esq. S. Pidcock A. Tallarida File #2021-104



Agenda Item Details

Meeting	Oct 20, 2021 - Board of Commissioners Meeting - 7:00 PM
Category	8. CORRESPONDENCE AND INFORMATION ITEMS
Subject	A. Boards and Commissions - Informational Items
Access	Public
Type	Information

Public Content

UPCOMING MEETINGS: Details posted on website.

Thursday, October 21st - Planning Commission, 7:30P

Monday, October 25th - Landscape, Shade & Tree Commission, 10A

Monday, October 25th - Continuation of BOC Conditional Use Hearing re-Premier Center Luxury Apartments, 6P

Tuesday, October 26th - BOC Budget Workshop, 4P

Wednesday, October 27th - Zoning Hearing Board, 7P

Monday, November 1st - Public Safety Commission, 7P

TOWNSHIP EVENTS: Details posted on website.

Friday, October 22nd - Township Spooktacular Event

Saturday, October 23rd - DEA National Rx Take-Back Event

Friday, October 29th - Trick or Treat Night, 6P

CURRENT VACANCIES ON BOARDS/COMMISSIONS:

1. Civil Service Commission - 1 vacancy (alternate position)
2. Landscape Shade Tree Commission - 2 vacancies
3. Park & Recreation Board - 1 vacancy
4. Zoning Hearing Board - 1 vacancy (alternate position)

Administrative Content

Executive Content

SOUTH WHITEHALL TOWNSHIP
PUBLIC NOTICE

Notice is hereby given that the **South Whitehall Township Board of Commissioners** will meet in the Public Meeting Room, at the Township Municipal Building, located at 4444 Walbert Avenue, Allentown, Lehigh County, Pennsylvania on **Monday, October 18, 2021; Monday, October 25, 2021;** and, if necessary, on **Thursday, November 11, 2021 at 6:00 p.m.** for the purpose of conducting a public hearing and a possible Conditional Use approval of the following project. *The Township is making every effort to stream the meeting live, but the ability to make public comment remotely may not be available, given the technological constraints of the facility. To ensure that your comment will be heard, please attend the meeting in person.*

To join the meeting from your computer, tablet or smartphone, go to <https://global.gotomeeting.com/join/992073781>. You can also dial in using your phone at **1 (872) 240-3212**, Access Code **992-073-781**. For more information, visit the Township website at www.southwhitehall.com.

PREMIER CENTER LUXURY APARTMENTS
PUBLIC HEARING - CONDITIONAL USE 2020-601

An application to further develop the property located at 1151 Bulldog Drive. The plan proposes a mixed-use commercial infill development. The plan proposes the demolition of the existing Park View Motel and associated buildings and the construction of: 35 townhomes (25 of which front Crackersport Road), six four-story mixed-use buildings containing 26,780 square feet of commercial floorspace on the first floor and 360 apartments above, 909 parking spaces, stormwater management facilities, and 256,435 square feet of open space, on a 23.55-acre site. The subject property is zoned HC Highway Commercial and TND-Commercial Retrofit Overlay. The property is being developed under the TND-Commercial Retrofit Overlay District regulations. E&B Partnership LP is the owner and applicant.

All properties are located in South Whitehall Township, Lehigh County, Pennsylvania. Copies of plans, applications and supporting documents are available for public inspection at www.southwhitehall.com or upon request.

Gregg Adams, Planner
Community Development Department

**SOUTH WHITEHALL TOWNSHIP
PUBLIC NOTICE**

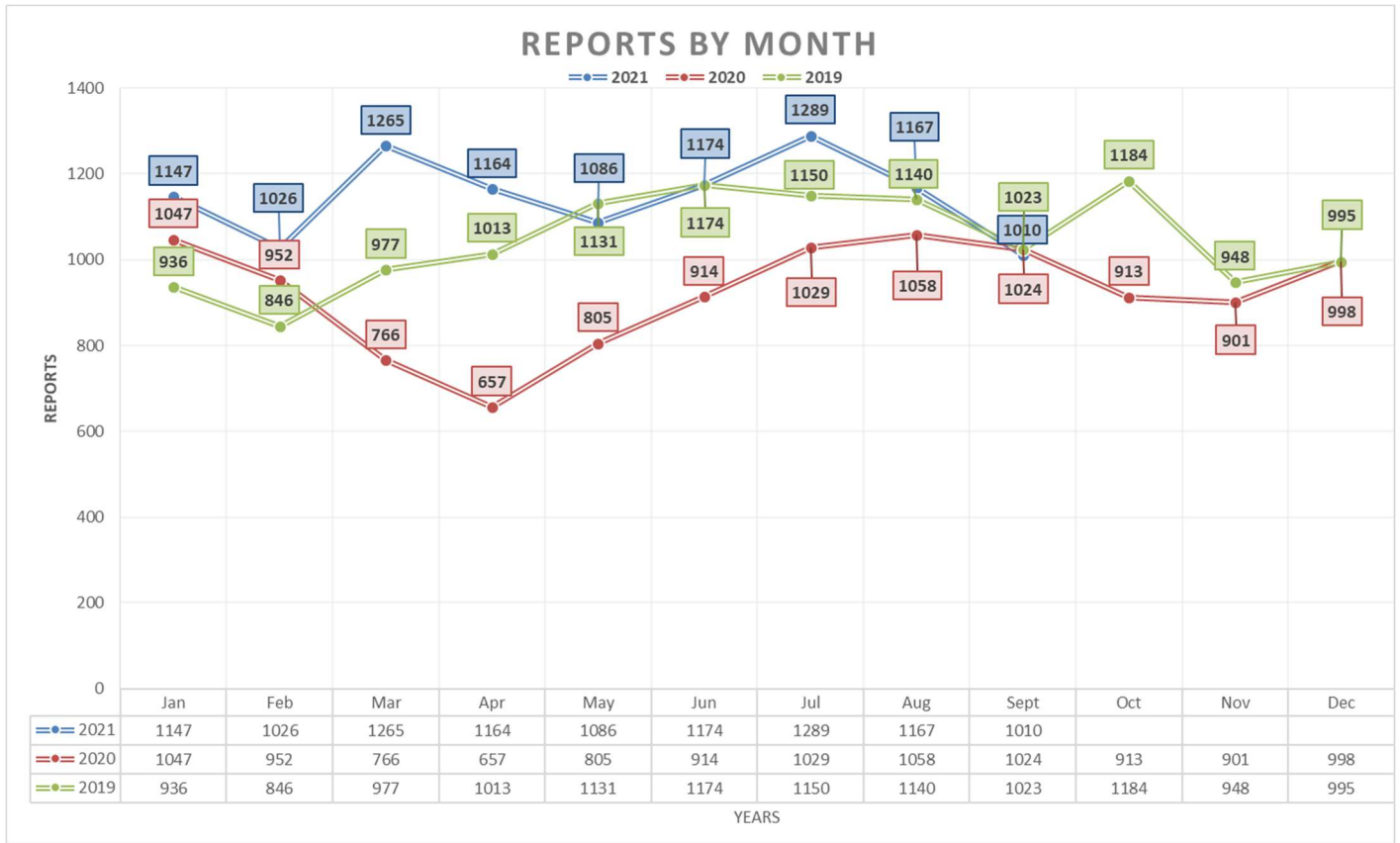
Notice is hereby given that the South Whitehall Township Board of Commissioners will meet in **Budget Workshop Sessions** at the Township Municipal Building located at 4444 Walbert Avenue, Allentown, Lehigh County, Pennsylvania from 4:00-7:00 p.m. on **Monday, October 11th; Thursday, October 14th; Tuesday, October 19th; Tuesday, October 26th**. The purpose of these Workshop Sessions is for the review of the proposed Annual Budget of Programs and Services for fiscal year 2022 and any other business which may come before the Board. See www.southwhitehall.com for additional details.

SCOTT BOEHRET
Director of Finance

South Whitehall Township Police Department September 2021 Departmental Statistics

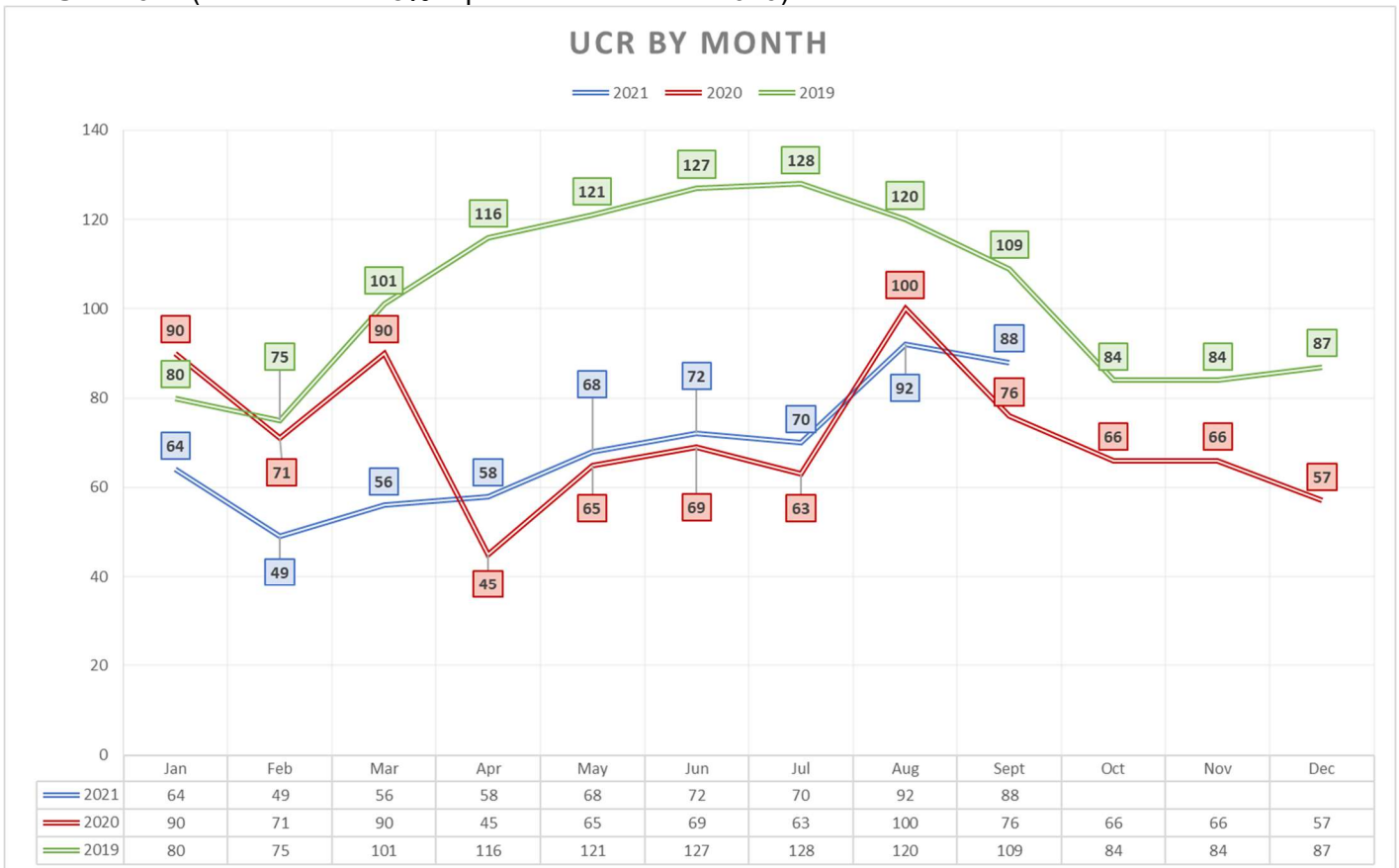
Reports: 1,010 (Decrease of 1.4% from 2020)

YTD Reports: 10,328 (Increase of 25.2% reports from 2020)



UCR: 88 (Increase of 15.8% reported crimes from 2020)

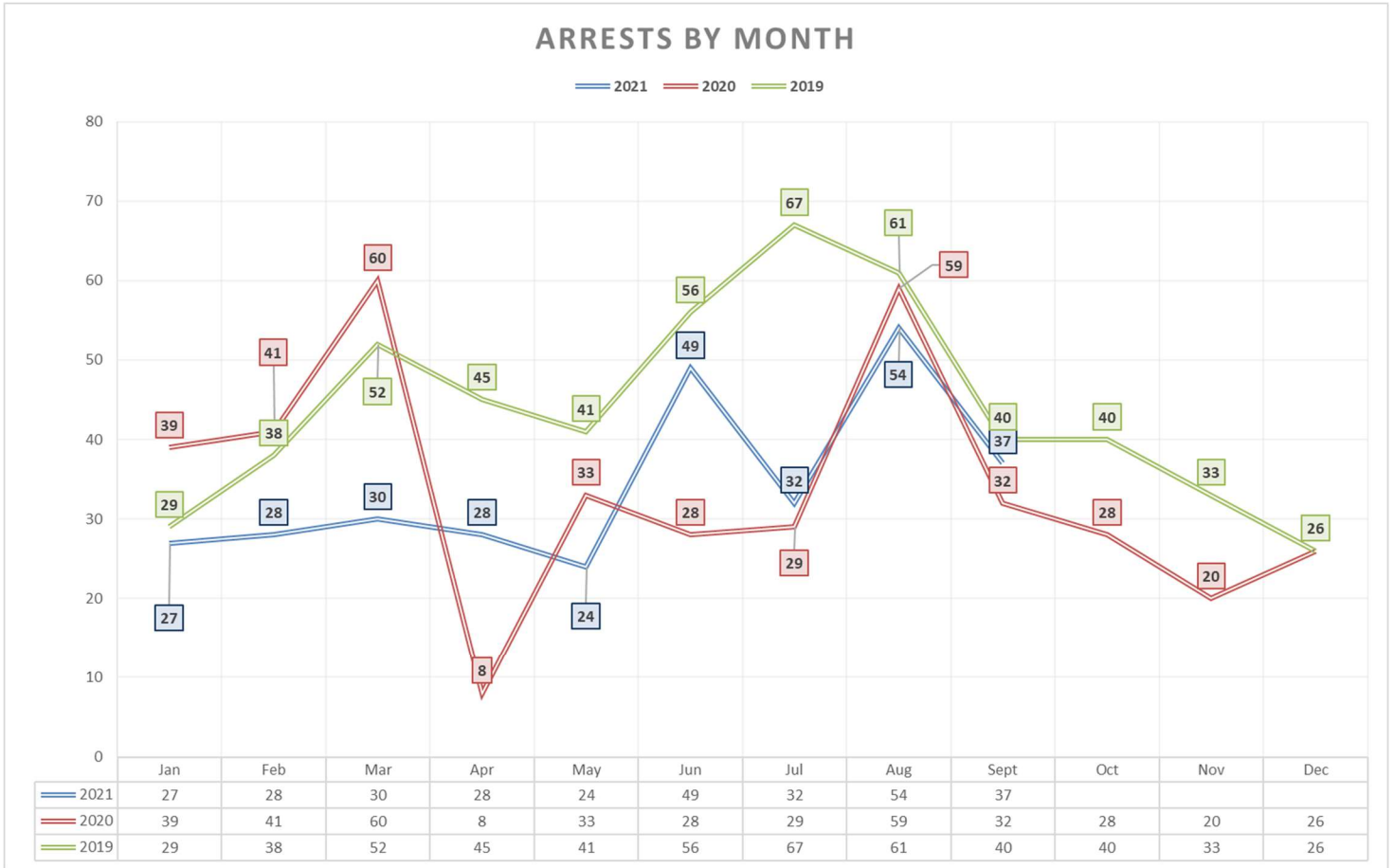
YTD UCR: 617 (Decrease of 7.8% reported crimes from 2020)



South Whitehall Township Police Department September 2021 Departmental Statistics

Arrests: 37 (Increase of **15.6%** arrests from 2020)

YTD Arrests: 309 (Decrease of **6.1%** arrests from 2020)



SOUTH WHITEHALL TOWNSHIP -- DEVELOPER PROJECTS SUMMARY
October 13, 2021

PROJECTS IN REVIEW STAGES (REVIEW INITIATED)

PROJECT	OWNER/APPLICANT	LOCATION/ADDRESS	YEAR	REMARKS/STATUS
Nestle Purina Wastewater Treatment Upgrades	Nestle Purina PetCare Company	2050 Pope Road	2021	
Dunkin' Allentown Drive-Thru	Allentown Towne Center	4793 Tilghman Street	2021	
Long's Water Technology	Carroll & Warrick, Inc.	1567 Hausman Road	2021	
1569 Blue Barn Road – Sketch Plan (36 Twins)	Posocco Properties	1569 Blue Barn Road	2020	
Bizati Enterprises – Sketch Plan and TIS Scoping Application – 33 Townhomes and 360 Apartments + Commercial / Daycare	E&B Hotel Partnership, LP	1151 Bulldog Drive	2020	
Blue Barn Road Subdivision	Jaindl Land Company	Blue Barn Road / Chapmans Road	2020	
Mosaic Campus – Sketch Plan	Joseph & Nouhad Moussa	2947 North Cedar Crest Blvd	2020	
4828 Huckleberry Rd – Rezoning Request (RR / NC to HC)	Theodore and Lynn Lopsonzski	4828 Huckleberry Road	2019	
Grandview Cemetery – Minor Subdivision and Rezoning	StoneMor PA LLC / PA Venture Capital, Inc.	2735 Walbert Ave.	2017	
Ridge Farms Preliminary Plan – 870 Units (Cumulative) + Retail / Comm. / MOB Dev.	Kay Builders	Cedar Crest Blvd. / Walbert Ave. / Huckleberry Rd	2017	October PC (10/21/2021)
St. George Orthodox Church Land Development – Sketch Plan	Applicant: St. George Church Owner: First Church of the Nazarene of Allentown	Cedar Crest Blvd. / Orefield Road	2016	
Ruhe Minor Subdivision – 3 SFD / 4 Lots	Robert H. Ruhe	2442 Huckleberry Road	2013	

SOUTH WHITEHALL TOWNSHIP -- DEVELOPER PROJECTS SUMMARY
October 13, 2021

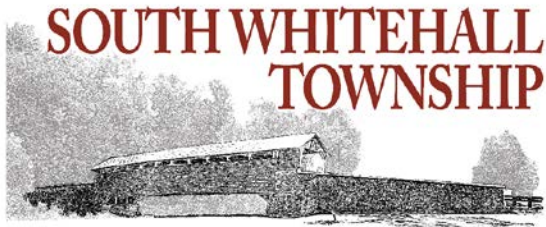
PROJECTS CONDITIONALLY APPROVED: CONSTRUCTION TO COMMENCE / PLANS TO BE RECORDED

PROJECT	OWNER/APPLICANT	LOCATION/ADDRESS	YEAR	REMARKS/STATUS
3810 & 3830 Huckleberry	Michael Prokup	3810 & 3830 Huckleberry Road	2021	
4815 Crackersport Road - Building Addition	Triple Net Investments LXIV, LLC	4815 Crackersport Road	2021	
1420 North 22nd Street – Minor Subdivision	Nidal Karadsheh	1420 North 22nd Street	2020	
Cedarbrook Senior Care & Rehab – Skilled Nursing Addition	County of Lehigh	Cedarbrook Road / Dorney Park Road	2020	
Luther Crest Retirement Community – Preliminary / Final Plan (76 Independent Living Apartments)	Luther Crest	800 Hausman Road	2020	
3926 Lime Kiln Road – Minor Subdivision	Anthony E. Hanna	3926 Lime Kiln Road	2020	
George Sam – Lot Line Adjustment	George Sam	2449 Walbert Avenue	2020	Mylars recorded.
Shia Ithna Asheri Jamaat of Pennsylvania – Major Plan	Shia Ithna Asheri Jamaat of Pennsylvania	1500 Ridgeview Avenue	2020	
1960 Harold Ave. – Preliminary / Final Plan (5 Townhouses)	Susan Pammer / Posocco Equities	1960 Harold Ave.	2019	Mylars recorded.
Parkland Manor Phase 4 Senior Living – Final Plan	PA Venture Capital, Inc.	4636 Crackersport Road	2019	
Village West Redevelopment (Panera Bread) – Waiver Request	Cedar Crest Associates, LP	3100 Tilghman Street	2019	Mylars recorded.
1215 Hausman Rd Proposed Flex Building – Preliminary / Final Plan	Forge Development Group	1215 Hausman Road	2018	
Dorney Park Project 2019 (Accessory Dwelling Unit)	Dorney Park & Wildwater Kingdom	3830 Dorney Park Road	2018	
Hotel Hamilton (King George) – Preliminary / Final Plan	Hotel Hamilton LLC	Hamilton Blvd./Cedar Crest Blvd.	2015	
Pizzuto Minor Subdivision – 2 Lots	Jeffrey J. and Faith A. Pizzuto	2041 Church Road	2008	
Brickyard Road Minor Subdivision – 2 Lots	Glenn and Maribeth Stettler	1914 Brickyard Road	2007	Review on hold. Escrow to be re-established.

SOUTH WHITEHALL TOWNSHIP -- DEVELOPER PROJECTS SUMMARY
October 13, 2021

PROJECTS UNDER CONSTRUCTION

PROJECT	OWNER/APPLICANT	LOCATION/ADDRESS	YEAR	REMARKS/STATUS
Parkway Manor Elementary School Student Drop-off Improvements	Parkland School District	768 Parkway Road	2021	Under Construction.
4741 Chapmans Road Flex Warehouse Facility – Revised Plan / Conditional Use	Griffin Industrial Realty	4741 Chapmans Road	2018	Under Construction.
AutoZone #6215	AutoZone / Phillip Pecord	4260 Tilghman St.	2018	Final inspection held 3/12/20 - start of Maintenance Period Pending Punchlist Completion.
Dollar General	Fonzzone/Allentown (Walbert Ave.) DG, LLC	2032 / 2070 Walbert Ave.	2018	Under Construction.
Push and Pull Autobody Building Addition	Kevin and Donnie Holdings, LLC / Kevin Caffrey	4727 and 4749 Grammes Road	2018	Under Construction.
Blue Barn Estates – 4 SFD	Posocco Equities	1530 Blue Barn Road	2017	Under Construction.
Nestle Purina – Huckleberry Road – Drainage Improvements	Nestle Purina	Pope Road	2017	Final Inspection held 11/5/19 - start of Maintenance Period Pending Punchlist Completion.
Nestle Purina Permit 4 Expansion	Nestle Purina	Pope Road	2017	Final Inspection held 11/5/19 - start of Maintenance Period Pending Punchlist Completion.
Crackersport Road DC Warehouses (3)	Black Creek Group	5100 Crackersport Road	2017	Under Construction.
Hamilton Animal Care	Polaris Corner, LP	4570 West Tilghman St.	2016	Final Inspection held 10/5/18 - Maintenance Period starts 12/7/20 and ends 6/7/22.
Chabad Lubavitch Building Addition – Waiver Request	Chabad Lubavitch of the Lehigh Valley, Inc.	4457 Crackersport Road	2016	Pre-Construction Conference held 9/10/2021. Under Construction.
Liquor Control Board Building	Mariano Rentals	1027 Hausman Road	2016	Final Inspection held 12/8/17 - recommended start of Maintenance Period pending Twp/Sol approval.
KRE – Spring View – 450 Units, 3 Commercial Buildings	KRE Group	Cetronia Road	2013	Final Inspection held 10/7/20 - recommended start of Maintenance Period pending Twp/Sol approval.
Cetronia Ambulance Corps. – Joint Operations Facility	Owner: County of Lehigh Applicant: Cetronia Ambulance Corps.	Broadway / Parkway Road	2011	Final Maintenance Inspection held 1/17/20. Staff closing out project.
Rothrock Dealership Land Development	Bruce L. Rothrock	1610 & 1628 Plaza Lane	2011	Final Maintenance Inspection held 2/3/20. Staff closing out project.
Parkland Place – 15 SFD	Devonshire Properties, LLC.	Walnut St.	2006	Under Construction.
Ressler Acres Major Subdivision – 1 SFD / 14 Twins	Posocco Equities	5344 Chapmans Road	2006	Final inspection held 12/7/16 - start of Maintenance Period Pending Punchlist Completion.
Blue Barn Meadows – Stage 1 (91 of 207 Townhouses in SWT)	Posocco Properties	Blue Barn Road	2002	Under Construction.
Blue Barn Meadows – Stage 2 (47 of 207 Townhouses in SWT)	Posocco Equities	Blue Barn Road	2002	Under Construction.
Blue Barn Meadows – Stage 3 (Final Plan) (69 of 207 Townhouses in SWT)	Posocco Properties	Blue Barn Road	2002	Under Construction.



BOARD OF COMMISSIONERS

PUBLIC MEETING

AGENDA-MINUTES

October 6, 2021

1. CALL TO ORDER: 7:00 p.m.

Roll Call taken as follows:

- Commissioner Wolk: HERE
- Commissioner Long: HERE
- Commissioner Setton: HERE
- Commissioner Kelly: HERE
- Commissioner Morgan: HERE

Attendees:

Commissioner Christina (Tori) Morgan, President
 Commissioner Diane Kelly, Vice President
 Commissioner Michael Wolk, Assist. Secretary
 Commissioner Joe Setton
 Commissioner Ben Long
 Joseph Zator, Twp. Solicitor, Zator Law
 Anthony Tallarida, Twp. Engineer, The Pidcock Company

Randy Cope, Interim Township Manager/Dir. of Twp. Operations
 Herb Bender, PW Superintendent
 Mike Elias, PW Utility & MS4 Coordinator
 Mike Kukitz, Parks & Rec Manager
 Scott Boehret, Finance Manager
 Chief Glen Dorney, SWT Police Department
 Dave Manhardt, Director of Community Development
 Tom Harper, Enforcement Program Manager
 Tracy Fehnel, Exec. Assistant

2. PLEDGE OF ALLEGIANCE

3. NOTIFICATION: All Public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted on BoardDocs for the Public’s access.

***(boarddocs.com; USERNAME: swhitehall; PASSWORD: swtpublic)**

The Board did meet in Executive Session prior to this evening’s meeting to discuss personnel matters.

4. PRESENTATIONS:

a. Finance Fund Balance Policy by Scott Boehret, Director of Finance

Scott Boehret, Director of Finance explained that one of the suggestions that came out of the 2016-2019 audit report was for the Township to draft a fund balance policy. No formal action is being requested at the present time. Purpose of presentation is to educate and inform the board regarding fund balance.

Maintaining a fund balance is essential to the preservation of the financial integrity of SWT and is fiscally advantageous to both the Township and taxpayers. A policy will ensure the Township maintains adequate fund balances in order to:

- provide sufficient cash flow for daily financial needs
- secure and maintain investment grade bond ratings
- offset significant economic downturns or revenue shortfalls
- provide funds for unforeseen expenditures related to emergencies
- to ensure taxpayer’s level of services do not degrade over time

There are 5 types of fund balance.

1. Non-spendable
2. Restricted
3. Committed
4. Assigned
5. Unassigned

The initial suggestions that our audit firm, as well as the Government Financial Officer's Association suggests in their "Fund balance guidelines for the general fund", are being taken into account. The GFOA recommends not less than 2 months of General Fund Revenues, or 17%.

The range suggested in the draft is no less than 20%, but no more than 30%.

The draft needs further revision, to include our Enterprise funds as well as the general fund, as well as edits to the specific language.

Although not formally enacted, we as a staff are preparing the 2022 budget to plan for this policy in the future, to operate within these guidelines. I am encouraging every commissioner to have an open mind with regards to a fund balance policy.

5. **ORDINANCES:** None.

6. **RESOLUTIONS:**

- a. **A Resolution Amending Resolution 2016-23 Granting The Conditional Approval To A Waiver Of Certain Subdivision And Land Development Review And Approval Requirements Of The South Whitehall Township SALDO For A Plan Entitled "Chabad Lubavitch Of The Lehigh Valley" And Granting An Additional Waiver Relating To SALDO Section 312-39(e) (9:20)**

Dave Manhardt, Director of Community Development explained that this project started in 2015, there were several extensions, then the project was idle for a while due to pandemic. Applicant is ramping up to start project again. The soil erosion sediment control plan, approved by the conservation district, had expired, which means they need to submit a new plan for approval. Applicants are seeking a waiver from this plan. Chabad Lubavitch already had an approved plan. For the Board's consideration would be any enforcement related issues for the soil erosion sediment control plan.

Zachary Cohen was in attendance on behalf of the Applicant. Nothing has changed since approval was received. A delay to get this approved again, would take them past winter. Seeking a waiver with regard to requirement to reapply for a permit which was already approved, and which the conservation district said they would reapprove; we are still willing to comply with all the conditions.

Zachary Cohen clarified for Solicitor Zator that they are seeking a waiver of the township's SALDO requirement to make the submission again to the LCCD. They (applicant) are not asking for the township to waive any LCCD requirement they would have. Also, Mr. Cohen said they have no issue with keeping the oversight of the LCCD in place. Solicitor Zator said

they will work with Tony Tallarida, The Pidcock Company regarding this in order to keep this enforcement mechanism in place. Solicitor Zator said wording for resolution—**Applicant consents to SWT oversight, inspection, and enforcement of stormwater infrastructure and functioning requirements in the same manner that the LCCD ordinarily has the right to do.** Mr. Cohen said this would be acceptable. Services Agreement is already in place.

Herb Bender, Manger, Public Works Department, said the Township also has the ability to do a “Stop Work Order”, where work is stopped until everything that needs to be corrected is corrected.

Commissioner Kelly feels it makes sense to have Applicant go back to the LCCD, and go through our procedure, as we have asked others to do so in the past. (27:00)

A MOTION was made by Commissioner Morgan that the Resolution be amended to include the enforcement language that Solicitor Zator mentioned, and ensuring PSA is indeed in place, which Applicant has indicated is acceptable. The Motion was seconded by Commissioner Setton.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	NO
Commissioner Morgan:	AYE

Motion carries.

b. A Resolution Extending The Conditional Approval Granted To A Waiver Of Review And Approval Requirements Of The South Whitehall Township Subdivision And Land Development Ordinance For A Tilghman Holdings LLC Plan Entitled “Tilghman Street Store Renovations”

Dave Manhardt, Director of Community Development explained this is the Ollie’s Shopping Center. Granted a land development waiver. Conditions in that resolution in 2018. COVID occurred, things expired; they missed their request for an extension. They are requesting a retro-active extension.

Bill Erdman, KCE, was in attendance on behalf of applicant, Joe Bennett. Applicant lost previous tenant, and now has new tenant, thus the reason for request for retro-active extension and would like to resume work. They are not asking for relief of any requirements. Conditions of approval still apply and will be satisfied. This is closing in of the overhangs on the side and front of building. No stormwater issues, no additional impervious surface. We just need additional time. Resolution takes it to June of 2022 to allow for sufficient time.

A MOTION was made by Commissioner Setton, which was seconded by Commissioner Kelly extending the conditional approval Granted To A Waiver Of Review And Approval Requirements Of The South Whitehall Township Subdivision And Land Development Ordinance For A Tilghman Holdings LLC Plan Entitled “Tilghman Street Store Renovations”.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE

Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion carries.	

c. A Resolution Amending Resolution No. 2006-48 Which Granted Preliminary/Final Approval To A Major Plan Entitled “Estates Of Pheasant Hills II” Granting An Additional Waiver Relating To SALDO Section 312-36(c)(3)(A) Driveway Grades For Lot 2

Dave Manhardt, Director of Community Development explained this is part of the Estate of Pheasant Hills Subdivision. There were a few lots recently sold and looking to construct. The section of SALDO for which they are asking a waiver is for the driveway grade—standard is 7%; they are asking for a 10% grade. Typically we ask for PSC’s input—they recommended for approval; saw no issues with driveway grade.

David Lear, Senior Project Manager, Lehigh Engineering, who represents applicant—Stuart Krawitz, was in attendance this evening. Mr. Kravitz could not be in attendance this evening. The Township allows a 10% grade driveway, but not within a certain roadway classification. Since it is within an arterial area of the roadway, maximum grade is normally 7%--the neighboring lot is allowed to go to 10%. Asking for the waiver for only a small section of the driveway, and would not affect any safety concerns. Grading plan meets Township requirements and PennDOT requirements as a driveway that would enter onto a state road.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Setton, granting the additional waiver relating to SALDO Section 312-36(c)(3)(A) driveway Grades for Lot 2, as explained above.

Roll Call vote as follows:	
Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion carries.	

d. A Resolution Extending A Conditional Offer Of Employment For Entry-Level Position Of Patrol Officer In The Township's Police Department To Applicants: #47998, #60265, and #48138 Conditioned Upon The Individuals Satisfactorily Completing The Background Investigation, Polygraph Examination, Medical Examination, And Psychological Examination To Confirm Their Fitness For Duty

Chief Glen Dorney clarified this is a conditional offer of hire which allows us to initiate the background process for the hiring procedure to move forward. It does not mean they will be 100% employed by the township. We are requesting that the conditional offers are approved so we can move forward with the background process, and then come back to the board in the future to hire some police officers based on the 2022 budget.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, approving above-mentioned resolution to extend a conditional offer of employment as explained by Chief Dorney.

Roll Call vote as follows:
 Commissioner Wolk: AYE
 Commissioner Long: AYE
 Commissioner Setton: AYE
 Commissioner Kelly: AYE
 Commissioner Morgan: AYE
 Motion carried.

7. MOTIONS

a. Motion To Approve An Amendment To Access Easement Agreement Between South Whitehall Township And The Hills At Winchester To Allow Temporary Driveway Access For Lot 230 The Hills At Winchester (Major Plan 2011-103)

Dave Manhardt, Director of Community Development explained this is a motion for a driveway access across the access easement. Came into CD as part of the driveway permit. Has been discussed with Township Engineer, Solicitor, and Staff who worked through agreement and amenable to amended agreement.

Bill Erdman, KCE, said in the amended easement agreement, it explains the purpose of the access agreement. It is there for a purpose. Other than that, this is straightforward. There would be no impact to the township in terms of cost or anything else, as set forth in the documents before the BOC.

A MOTION was made by Commissioner Setton, which was seconded by Commissioner Kelly, to move forward with approval of amendment to access easement agreement as explained above.

Roll Call vote as follows:
 Commissioner Wolk: AYE
 Commissioner Long: AYE
 Commissioner Setton: AYE
 Commissioner Kelly: AYE
 Commissioner Morgan: AYE
 Motion carried.

b. Motion to Approve the Tower Maintenance and Removal Financial Security Agreement between South Whitehall Township and Vertical Bridge REIT, LLC

Solicitor Zator explained Joe Fiori, representative of Vertical Bridge, was in attendance this evening. Solicitor Zator explained that the JERAS Corporation has a cell tower on their property, which dates back many years. There is a township requirement with the cell tower that a bond/security be posted for removal of tower should it ever become inoperable/not used. Vertical Bridge will be acquiring the tower from JERAS Corporation. This is a swap-out of security from JERAS to Vertical Bridge. Bond to be posted by VB in the amount of \$55,000. This amount will be reviewed periodically. Bond would be kept into perpetuity. This Agreement will also be recorded at Court House.

A MOTION was made by Commissioner Long, which was seconded by Commissioner Kelly, to grant motion as explained by Solicitor Zator above.

Roll Call vote as follows:
 Commissioner Wolk: AYE
 Commissioner Long: AYE

Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion carried.	

c. Motion to Approve a Release of JERAS from the Tower/Structure Removal Financial Security Agreement dated April 4, 2002

Solicitor Joe Zator explained that there is a letter addressed to JERAS, Mr. Bronstein, President, which releases JERAS from the Tower/Structure Removal Financial Security Agreement. The effective date would be October 6, 2021. As explained above, security will now come from Vertical Bridge.

A MOTION was made by Commissioner Morgan, which was seconded by Commissioner Kelly, to approve the release of JERAS from the Tower/Structure Removal Financial Security Agreement dated April 4, 2002, as explained by Solicitor Zator above, and approving the signing of letter to Mr. Bronstein by Commissioner Morgan or Randy Cope, Interim Township Manager.

Roll Call vote as follows:	
Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion carried.	

d. Finance - Motion Requesting Transfer of \$10,000 from Finance Salaries and Wages to Contracted Services

Scott Boehret, Director of Finance explained we are requesting a motion to transfer \$10,000 from the finance salaries and wages line item to the contracted services line item which will give flexibility to engage consultants to assist with the finance plan, as well as help with the needed improvements in the FN Department. Will need further funding for this direction in the budget year 2022, which will be discussed more in the budget workshops. Transfer will help FN to get started and move the department into the future. Total FN salaries/wages budgeted for year are \$374,000, and have utilized \$210,000, and will need \$63,000 more until year end. We expect to have approximately \$79,000 left in this line item. Currently have \$10,000 in Contracted Services line item, but looking to have an additional \$10,000 in that line item, which will help us to continue moving in the direction we are going. Immediate need is to address the deficiencies and the FN Department needs specific support for its current operations. The FN Committee fully supports this.

A MOTION was made by Commissioner Morgan, which was seconded by Commissioner Kelly, approving the transfer as explained above.

Roll Call vote as follows:	
Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion carried.	

e. Public Works - Motion to Approve One-Year Extension of Storage Maintenance Contract with Corrosion Control Corporation

Herb Bender, Manager of PW, explained we are requesting approval for a one-year extension of our storage tank maintenance contract with Corrosion Control Corporation. This is for the maintenance/cleaning of all water storage tanks (our reservoir, the PPL tower, and the Cedar Brook tower). This contract started in 2017 and expires in 2021. The Township reserves right to renew the contract period for two additional one-year terms if contractor agrees to hold current contract pricing, which they have agreed to do so. This is something mandated by PA DEP. We budget \$40,000 (in case of additional repairs). Cost is roughly \$31,000.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Long, to approve the one-year extension as explained by Mr. Bender.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

f. Public Works - Motion to Approve One-Year Extension of Sewer Main Repairs Contract with Utility Services Group

Herb Bender, Manager of PW, explained we are requesting approval for a one-year extension of our sewer main repairs contract with Utility Services Group. This is for the repair of the sanitary sewer mains using a cured in-place repair or manhole-to-manhole lining. Original contract was approved on November 30, 2020. Budgeted yearly amount approximately \$300,000. USG has agreed to hold current contract pricing. This is for our I&I, and this information is reported to PA DEP. We TV the lines, identify the problems, and they come in and correct the problems.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, to approve the one-year extension as explained by Mr. Bender.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

g. Public Works - Motion to Approve Sewer Allocation Request for Proposed Independent Living Apartments in Luther Crest

Mr. Mike Elias, PW Utility & MS4 Coordinator, explained that Diakon Lutheran Social Ministries is undertaking a development project at the northern end of its existing Luther Crest Retirement Community located at 800 Hausman Road. The project will include the

construction of a multi-story 37,500 SQF building addition to accommodate a total of 74 additional independent living apartments and an expanded commons area as well as other amenities. Diakon is requesting approval of an additional 16,502 gpd of sewer flow (74 EDUs) through Diakon’s existing public sewer service connection based on 74 apartment units at the SWT rate of 223 gpd/EDU.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Setton, approving the sewer allocation request as explained by Mr. Elias.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

h. Woodlawn Fire Department – Motion to Proceed with New Camera Security System

Chris Kiskeravage, Township Fire Commissioner, explained that he is before the Board this evening requesting to move forward with the project and the completion of the Fire Alarm and Security System of the Woodlawn FD. This was a capital improvement project in 2021. The finishing up of this project would be of the installation of the security cameras. Under capital we are looking for \$17,932.32 for the completion of this project. Included in this is a three-year license fee, renewable every three years. It is an in-house monitoring system, where we can go back in and review. Chief Barry Search was also in attendance.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, granting permission to proceed with new camera security system as described above.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

8. CORRESPONDENCE AND INFORMATION ITEMS:

a. Boards and Commissions – Informational Items; (review of upcoming meeting dates.)

President Morgan will report back to BOC with list candidates interested in serving. Tracy will provide that information and forward on to BOC.

CURRENT VACANCIES ON BOARDS/COMMISSIONS:

1. Civil Service Commission - 1 vacancy, alternate position
2. Landscape Shade Tree Commission - 2 vacancies
3. Parks & Recreation Board – 1 vacancy (Chairman Spence, after 30 years of service, handed in his resignation, but will continue to serve until year end if needed.)
4. Zoning Hearing Board – 1 vacancy, alternate position

b. Public Notice – Budget Workshop Schedule

c. Public Notice – Public Hearing Dates Regarding Premier Center Luxury Apartments

d. Finance Committee Update – Commissioner Wolk

- Regarding the 2020 Audit – Auditor will complete by late October, and will present to the BOC on November 3rd.
- Internal Controls Audit – This is going to be discussed by the Finance Committee. Scott working with Auditor on this. This will ensure that all the identified deficiencies will be completed.
- 2021 Bond Financing – Next discussion on this will occur at the Budget Workshop meetings.

e. Fire Subcommittee Update – Commissioner Morgan

- Discussed preliminary budgets. Fire Chiefs will be meeting with Chris Kiskeravage, Township Fire Commissioner, regarding potential budgets prior to workshop session. Scott Boehret also presented on the American Rescue plan funds and limitations/expectations.

9. DIRECTION/DISCUSSION ITEMS: None.

10. OLD BUSINESS:

a. Wehr’s Dam – Status:

Permit does not have to be reissued. Engineers are continuing to move forward with the permitting process.

b. Status of Go-To Meeting Platform – Status:

Dave Manhardt explained that microphones are still on order. Things are backed up across all supply chains right now. Currently working on getting meetings, minutes, audios imbedded into the website until we get to Live Manager, which can be addressed once microphones are received. Live Manager will allow for a live feed, which ties directly into the sound system, which will involve trials and test runs.

11. MINUTES:

a. August 18, 2021 – BOC Meeting Minutes

A MOTION was made by Commissioner Morgan, which was seconded by Commissioner Kelly, to approve the August 18, 2021, BOC Meeting minutes with amendments.

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion carried.	

b. September 1, 2021 – BOC Meeting Minutes

A MOTION was made by Commissioner Long, which was seconded by Commissioner Kelly, to approve the September 1, 2021, BOC Meeting Minutes as presented.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

c. September 15, 2021 – BOC Meeting Minutes

A MOTION was made by Commissioner Long, which was seconded by Commissioner Kelly, to approve the September 15, 2021, BOC Meeting Minutes as presented.

Roll Call vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

12. COURTESY OF THE FLOOR:

- Monica Hodges – 1707 Penns Crossing. Topic: Audits. Also, touched on difficulty of hearing the audio.
- Brian Hite – 1273 Eck Road. Topic: Warehouses and utilization of truck routes.
- Jacob Roth – 1499 White Oak Road. Topic: Posting of deficiencies to website.
- Dave Kennedy – Topic: Financial Statement Audit. Residents should be entitled to see the financial part, but also any corrective action to be taken should be public information as well.
- Commissioner Setton – Topic: Code enforcement re-short-term rentals RB&Bs and then signs that are free standing/oversized throughout the township. Dave Manhardt said we will look at the sign ordinance, which is quite complex—there are a lot of pieces to it, and see if we can get a better handle on this.

13. PAYMENT OF INVOICES:

a. Invoices and Purchasing Requisitions have been reviewed by the Township Manager and the Director of Finance, who authorize that checks be issued to pay bills as tabulated.

A MOTION was made by Commissioner Kelly, and seconded by Commissioner Setton, to approve the payment of all invoices.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Long:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

14. **EXECUTIVE SESSION:** Board to meet in executive session after this meeting to discuss personnel matters.
15. **ADJOURNMENT:** At 9:11 p.m. a MOTION was made by Commissioner Wolk, which was seconded by Commissioner Kelly, to adjourn and move into executive session at this time. All in favor; none opposed.