

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

PLANNING COMMISSION

NOVEMBER 14, 2024

7:00 PM

4444 WALBERT AVENUE, ALLENTOWN, PA 18104
GoToMeeting <https://global.gotomeeting.com/join/757430189>

AGENDA

AGENDA ITEM #1 – CALL TO ORDER

AGENDA ITEM #2 – PLEDGE OF ALLEGIANCE/ROLL CALL/MEETING RULES

AGENDA ITEM #3 – APPROVAL OF MINUTES

Minutes of the September 12, 2024 meeting

AGENDA ITEM #4 – SUBDIVISION REVIEW

Review Process For Each Subdivision and/or Land Development Application:

- | | | |
|-----------------------------------|-----------------------------------|---------------------------------|
| 1. Township Staff Presentation | 3. Applicant Presentation | 5. Audience Questions/Comments |
| 2. Township Engineer Presentation | 4. Planning Commission Discussion | 6. Planning Commission Decision |

**A. Parkland School District New Operations Center – Phase 4
Major Plan 2024-105**

Request For Preliminary/Final Plan Review

**B. Tilghman Holdings LLC Coordinated Development Phase 1
Major Plan 2024-102**

Request For Preliminary/Final Plan Review

**C. Robert Ruhe Subdivision
Minor Plan 2013-201**

Request for Preliminary/Final Plan Review

AGENDA ITEM #5 – TRANSPORTATION INFRASTRUCTURE UPDATE

AGENDA ITEM #6 – 2025 MEETING DATES

AGENDA ITEM #7 – COURTESY OF THE FLOOR

AGENDA ITEM #8 – ADJOURNMENT

TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA
PLANNING COMMISSION

REGULAR SESSION MINUTES SEPTEMBER 12, 2024

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

Members in attendance:

David Wilson, Chairman
Brian Hite, Vice-Chairman
Trevor Dombach
Timothy Dugan
Diane Kelly
Mark Leuthe

Staff members in attendance:

David Manhardt, Director of Community Development
Laura Harrier, Zoning Officer
Christopher Strohler, Long Range Planner
Lynn LaBarre, Permits Coordinator-Minute Taker
Erinn Bet, Assistant Township Engineer
Jennifer Alderfer, Assistant Township Solicitor

AGENDA ITEM #1 – CALL TO ORDER – Chairman Wilson welcomed everyone.

AGENDA ITEM #2 – PLEDGE OF ALLEGIANCE/ROLL CALL/MEETING RULES

Chairman Wilson led the assembled in the Pledge of Allegiance.
Director Manhardt called roll of the Planning Commission members.
Director Manhardt announced that there is a quorum. He read the meeting rules.
Chairman Wilson introduced the Township staff and others in attendance.

AGENDA ITEM #3 – APPROVAL OF MINUTES

Chairman Wilson announced that the minutes of the August 8, 2024, meeting were distributed prior to this evening's meeting for review and comment. Chairman Wilson asked the members if they had any changes to the minutes. Hearing none, Chairman Wilson called for

a motion to approve the minutes. Mrs. Kelly made a motion to approve the minutes. Mr. Dugan seconded the motion. Mr. Leuthe and Mr. Hite abstained, and the motion passed 3-0.

AGENDA ITEM #4 – SUBDIVISION REVIEW

**A. Dorney Park Sidewalks Hamilton Boulevard
Professional Staff Consultation 2023-405
Request for Preliminary/Final Plan Review**

Director Manhardt introduced the project which will include sidewalks along Hamilton Boulevard beginning at Haines Mill Road and connecting to the existing sidewalk at the park driveway. This project is a direction and discussion item due to its approval being done under PennDOT jurisdiction. Comments will be moved forward to the BOC and ultimately to PennDOT.

Erinn Bet, Assistant Township Engineer, noted that this project doesn't need formal action; however, a highway occupancy permit is required. Clear site triangles, future bus shelters coordination and general drafting requirements must be reviewed.

Attorney Chris McLean from Fitzpatrick, Lentz and Bubba noted that the history of the project arose from the approval of an amusement ride in 2023. A separate agreement for frontage improvements was signed by the applicant and the BOC earlier this year. We are ready to finalize the HOP submission, get the permit issued and begin construction.

Mrs. Kelly reported that at the Public Safety Meeting, the Police Department would prefer to have the sidewalks illuminated. One of the Sergeants offered to do the lighting study.

Chairman Wilson noted that this lighting study would have to be coordinated with PennDOT.

Adam Smith, Barry Isett & Associates representative for Dorney Park, said that a concrete pad was installed for the LANTA bus stop. The stop is so busy that they may increase the size later.

Vice-Chair Hite appreciates the project, noting that it is a great step toward walkability.

B. PCFLV, Inv – This item was removed from the agenda per the applicant.

**C. Palmeiro Realty LLC
Waiver from Land Development 2024-702
Request for Plan Review**

Director Manhardt introduced the project, which consists of two buildings-one commercial and one residential with existing parking areas for both uses on the lot. The proposal consists of additions to the commercial building which is an existing veterinarian office. In addition, there will be a new parking area and driveway. Zoning variances were granted at the July 24th meeting by Zoning Hearing Board.

Erinn Bet, Assistant Township Engineer, noted that a waiver from land development review was performed by the Pidcock office. Minor storm water management, general drafting requirements, and clear site triangle issues were reviewed. There were three waiver requests for Crackersport Road frontage improvements in which we would recommend deferrals. The Township Engineer's office has no objection to these three waivers and leaves it up to the Planning Commission to decide as it was received past the submission deadline.

Attorney Chris McLean from Fitzpatrick Lentz and Bubba introduced the applicant, Dr. Brian Palmeiro, veterinarian and owner of the property. Edward Schlaner, Jr from Martin H. Schuler Company was also present. An addition is proposed to the existing commercial building and a conversion of a portion of the greenhouse to increase the practice. The parking area will be expanded and relocated to bring it fully onto the property. Currently, the access driveway and a small portion of the parking area is on the BMW Dealership. The attempt to develop an easement led to some challenges. Zoning Hearing Board relief was granted at a recent meeting.

Dr. Palmeiro's veterinary practice has been in the Lehigh Valley for 16 years and in South Whitehall Township for 14 years. Specializing in dermatology and allergy conditions, he treats mostly dogs, cats and fish. The majority of his clientele are from the Lehigh Valley and Pocono regions. The practice is looking to increase the size of the waiting room as well as to add examination rooms and improve staff parking.

Attorney McLean said his applicant has no issues with any of the review comments. We will work with staff and consultants prior to taking the plan to the BOC. There are 3 waivers submitted initially which are related to the dedication of right of way on Crackersport Road. The additional 3 waivers were submitted on Wednesday, September 11th. We are requesting the favorable recommendation of the six waivers and the overall waiver of land development.

Vice Chair Hite asked about proposed parking spaces. There will be 26 with 3 ADA spots.

Dr. Palmeiro noted that residents can park in the lot or on the street and there will be no parking restrictions.

Assistant Township Engineer Bet said Public Works would prefer curbing.

Chairman Wilson noted that converting the grass may be a good idea even though it belongs to the neighboring property.

Mr. Dugan asked about the existing hedge row and tree lined area along the chain link fence. Dr. Palmeiro's business has always maintained that area.

Vice Chair Hite noted that the increase in parking makes the business more sustainable.

Mr. Dugan asked about the increase in water and sewer usage. The renovations will add only two sinks so the increase will be minimal.

Vice Chair Hite said that a business has been at this location for years and it had been a florist.

Director Manhardt reported that the waiver requests are outlined in 3 letters.

Mrs. Kelly asked if we need to review the 6 waivers before we take care of the waiver from land development and Attorney Alderfer recommended that we do.

Attorney McLean led the discussion about the overall waiver from land development and other waiver requests.

Assistant Township Engineer Bet agrees with Attorney McLean that the deferrals are the way to proceed with the first 3 waivers.

Mrs. Kelly motioned to defer SALDO Section 312-36(d)(3)(B) to include SALDO Section 312-35(b)(3)(C) deferral.

Vice Chair Hite seconded the motion, and the motion passed unanimously 6-0.

Mrs. Kelly motioned to defer SALDO Section 312-36(d)(3)(B) to include SALDO Section 312-35(B)(3)(C).

Vice Chair Hite seconded the motion, and the motion passed unanimously 6-0.

Mrs. Kelly motioned to defer SALDO Section 312-35(b)(3)(A)(ii)(1).

Vice Chair Hite seconded the motion, and the motion passed unanimously 6-0.

Mr. Leuthe motioned to grant the waiver of Section 312-12(b)(15).

Mr. Dombach seconded the motion, and the motion passed unanimously 6-0.

Mr. Leuthe motioned to grant the waiver of Section 312-12(b)(19) and Section 312-12(b)(20) acquiring significant man-made features within 100 feet.

Mr. Dombach seconded the motion, and the motion passed unanimously 6-0.

Mr. Leuthe motioned to grant the waiver of Section 312-12(b)(21) distance features being 400 feet from the site.

Mr. Dombach seconded the motion. Mrs. Kelly questioned if the waiver refers to the showing of the sidewalks not the actual installation of the sidewalks.

Chairman Wilson called for the vote and the motion passed unanimously 6-0.

Director Manhardt reviewed the 15 draft conditions which will be addressed through the waiver process.

Attorney McLean has a copy of the letter and has no objections to the 15 proposed conditions. The letter will be referred to as the planning letter recommendation draft.

Director Manhardt announced that all comments will be addressed at Planning Commission resulting in a clean plan and all staff comments will be addressed.

Attorney Alderfer clarified that this is a conditional approval which means all conditions will remain the same at the BOC level. Those conditions must be satisfied prior to recording plans.

Director Manhardt said it's possible that there could be additional conditions, but these items would be addressed prior to the BOC presentation and the final step of the plan recording.

Attorney McLean said that his goal in reviewing conditions would be to get as many conditions satisfied to the greatest extent so that the list should be shorter when presented to the BOC.

Attorney Alderfer noted that any outstanding comments on the dated review letters would need to be updated, and those dates are listed in the conditions of approval.

Mr. Leuthe motioned for a conditional waiver from Section 312-11 and Section 312-13 conditioned on the applicant agreeing to and satisfying the planning exhibit 15 comments which address the board reviews and engineering comments.

Vice Chair Hite seconded the motion. Mrs. Kelly questioned the staff land development review.

Chairman Wilson called for the vote and the motion passed unanimously 6-0.

**D. Allentown Cat Clinic Parking Lot Expansion
Major Plan 2023-102
Request for Preliminary/Final Plan Review**

Director Manhardt reported that the project at 4090 W Tilghman Street includes the addition of 11 spaces to the existing 13-space parking lot. Property is zoned Highway Commercial and is served by public water and public sewer. The applicants, David, and Michele Paul had all their reviews completed and were scheduled for the June 15, 2023, Planning Commission meeting which was later cancelled. The applicant has submitted a revised plan.

Assistant Township Engineer Bet said that engineering approval was not recommended in June 2023. Tilghman Street frontage improvements in the right of way require a HOP from PennDOT. There is one waiver request for proposed curbing along Tilghman Street and we would defer to

PennDOT regarding this request as it is in their right of way. Engineering approval was recommended subject to addressing the items in the recent memo.

Jeremy Shadler, David Paul and Abigail Bortel were at the meeting. Mr. Shadler spoke about the expansion of 9 spaces in the parking lot. The applicant has added sidewalk along Tilghman Street at the recommendation of both Township staff and the LVPC. In addition, there is a nearby LANTA bus stop and this sidewalk offers improved connectivity. The HOP application was submitted to PennDOT who returned a few comments. In addition, we are requesting a curbing waiver along the roadway. PennDOT did not want the curbing along Tilghman Street.

Mr. Dombach prefers the sidewalk and an improved parking plan to take the cars off the grass.

Vice Chair Hite said PennDOT is adding sidewalks in the Tilghman Street/PA Route 309 interchange project.

Mr. Dombach asked if Hess Windows has deferrals on their property and was told that there were none.

Chairman Wilson asked if the township could recommend curbing and was told that we can make recommendations, but PennDOT has jurisdiction on the roadway.

Mr. Dombach noted that the sidewalk will help with accessibility to either side of the road.

Mr. Leuthe motioned to defer curbing based on section 312-35 (b) that we would defer curbing; however, if PennDOT would require curbing in any subsequent application or subsequent revision, we would follow PennDOT's request.

Mr. Dombach seconded the motion, and the motion passed unanimously 6-0.

Director Manhardt reviewed the 19 conditions for the project.

Mr. Leuthe motioned to approve the 19 conditions and recommended preliminary final approval.

Mrs. Kelly seconded the motion, and the motion passed unanimously 6-0.

Mr. Strohler reported an online comment made by Jeff Bonacci from Day Job Property Management. He asked what will be required of the adjoining properties regarding curbing.

Chairman Wilson said this review is for the applicant's property including the frontage, addition of parking spaces and sidewalk. Neighboring properties are not required to do anything.

Mr. Leuthe said that he believes the question was posed to check if there were existing deferrals on any neighboring properties. He was told that there are no existing deferrals.

AGENDA ITEM #5 – COMPREHENSIVE PLAN UPDATE

Mr. Strohler reported that the Landscape plan was reviewed at the last Planning Commission Meeting. Staff made minor changes for the September 18th BOC meeting. Vice Chair Hite motioned to recommend the approval of the plan at the September 18th BOC meeting. Mrs. Kelly seconded the motion, and the motion passed unanimously 6-0.

AGENDA ITEM #6 – TRANSPORTATION INFRASTRUCTURE UPDATE

Assistant Township Engineer Bet reported that the new TIP is effective October 1, 2024.

Vice Chair Hite noted that the Tilghman Street/PA Route 309 interchange project will begin in June 2025. He said that infrastructure, utility, and pipeline relocation as well as right of way acquisitions are causing the delay. Several homes are coming down this week.

It was announced that the Route 309 Betterment Project is pushed back to 2026. Vice Chair Hite said that all monies were spent from last year’s TIP and there are challenges to construction costs. The Betterment project begins at Walbert Avenue and continues north to Shankweilers Road in North Whitehall Township. LANTA will update some bus stops.

Vice Chair Hite reported that the big part of the project is adding the turn lanes near Hoffmansville, Kernsville and Orefield Roads. There will not be much widening of PA Route 309. The roadway will be restriped, and any construction will be within the right of ways and cartways. Some stormwater improvements and a few structures must be removed.

AGENDA ITEM #7 – COURTESY OF THE FLOOR

Director Manhardt announced the October agenda for the Planning Commission.

Mr. Dugan asked about PCFLV Inc. and was told that staff will meet with the applicant next week and perhaps they will be at the November 2024 Planning Commission meeting.

AGENDA ITEM #8 – ADJOURNMENT

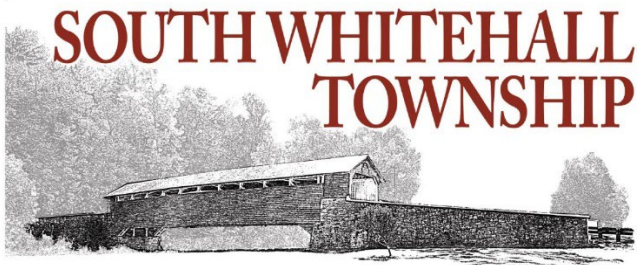
Chairman Wilson motioned to adjourn at 8:14 PM. Mrs. Kelly seconded the motion, and the motion passed unanimously 6-0.

ADOPTED THIS DATE:

ATTEST:

Secretary

Chairman



Parkland School District New Operations Center-Phase 4

MAJOR PLAN 2024-105

Planning Commission, 11/14/2024

Attachments

Memorandum

Location and Intent

Previous Township Consideration

Reviewing Agencies Comments Summaries

Community Development Department Recommendation

Conditions of Approval

Site Plan

Lighting Plan

Township Engineer Review

Township Water & Sewer Engineer Review

Township Geotechnical Consultant Review

Public Works Department Review

Public Safety Commission Review

Landscape & Shade Tree Commission Review

Parks and Recreation Board Review

Lehigh Valley Planning Commission Review

South Whitehall Planning Document Review

Zoning Review

Zoning Officer Review Letter, November 6, 2024

Zoning Hearing Board, Written Decision and Order

Zoning Hearing Board Exhibits
Applicant's Correspondence
Project Narrative
Waiver Requests

Memorandum

TO: PLANNING COMMISSION

FROM: David Manhardt, AICP, Director of Community Development

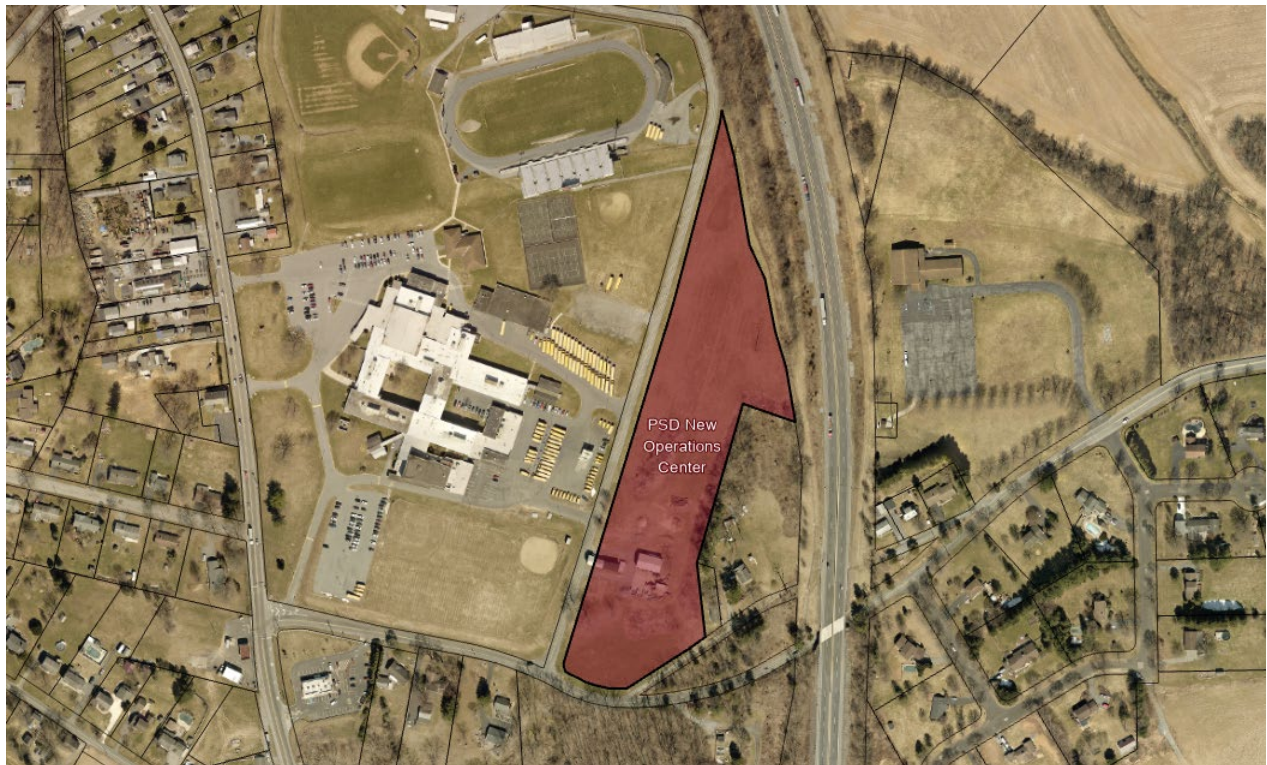
SUBJECT: PARKLAND SCHOOL DISTRICT NEW OPERATIONS CENTER-PHASE 4
MAJOR PLAN 2024-105
PRELIMINARY/FINAL PLAN REVIEW

DATE: November 4, 2024

COPIES: BOARD OF COMMISSIONERS, T. PETRUCCI, D. MANHARDT, L. HARRIER, J. ZATOR, ESQ., J. ALDERFER, ESQ, A. TALLARIDA, S. PIDCOCK, APPLICANT

Location and Intent

An application to further develop the property located at 2619 Stadium Drive. The plan proposes an additional 21,459 square feet of impervious surface for the expansion of the northern parking lot on the 8.70-acre parcel. The property is served by public water and is zoned Rural Residential RR-2. Parkland School District is the owner and applicant.



Previous Township Consideration

At their August 7, 2024 meeting, the Board of Commissioners, through Resolution 2024-100, approved PSD New Operations Center Phase 3 Major Plan 2024-101, an application proposing a 12,832 square foot addition to the second floor of the new Operations Center building on the 8.70-acre parcel.

At their April 19, 2023 meeting, the Board of Commissioners, through Resolution 2023-56, approved PSD New Operations Center Major Plan 2022-108, an application proposing to raze the existing structure and construct a two-story, 39,295 square-foot building, 90 parking spaces, and associated stormwater management facilities on the 8.70-acre parcel.

At their February 28, 2024 hearing, the Zoning Hearing Board granted a 100-space variance to the off-street parking requirement with four conditions, through Appeal 2023-07.

Reviewing Agencies Comments Summaries

Township Engineer

The comments of the Township Engineer are contained in Mr. Anthony Tallarida's review dated November 7, 2024. His comments pertain to confirmation of previous project phases, waiver requests, traffic impacts, stormwater management, lighting standards, and outside agency review.

Township Water & Sewer Engineer

The comments of the Township Water and Sewer Engineer are contained in Mr. Jason Newhard's review dated October 4, 2024. He has no comments on the proposed project.

Township Geotechnical Consultant

The comments of the Township Geotechnical Consultant are contained in Mr. Christopher Taylor's review dated November 4, 2024. His comments pertain to waiver requests and plan details.

Public Works Department

The comments of the Township Public Works Department are contained in Mr. Herb Bender's review dated September 27, 2024. He had no comments on the proposed project.

Public Safety Commission

The comments of the Public Safety Commission are contained in Mr. John Frantz' correspondence dated October 8, 2024. Their comments pertain to the vehicle access gate at the southernmost building.

Landscape and Shade Tree Commission

The comments of the Landscape and Shade Tree Commission are contained in Mr. Christopher Strohler's correspondence dated October 31, 2024. Their comments pertain to landscaping requirements of ZHB Appeal 2023-07 and species recommendations.

Parks and Recreation Board

The comments of the Parks and Recreation Board are contained in Mr. Christopher Strohler's correspondence dated October 21, 2024. Their comments pertain to the payment of fees in lieu of land dedication.

Lehigh Valley Planning Commission

The comments of the Lehigh Valley Planning Commission are contained in Mr. Joseph Dotta's correspondence dated October 24, 2024. His comments pertain to sidewalks, pedestrian lighting, and the inclusion of environmentally sensitive building/landscape design.

Lehigh County Conservation District

The comments of the Lehigh County Conservation District have not been received at this time.

South Whitehall Planning Document Review

The comments of the South Whitehall Township Planning Document Review are contained in Mr. Christopher Strohler's review dated November 4, 2024. His comments pertain to reviews from Township Boards/Commissions/Committees, plan recording requirements, and consistency with long-range plans.

Zoning Review

The comments of the South Whitehall Township Zoning Officer are contained in Ms. Laura Harrier's review dated November 6, 2024. Her comments pertain to phasing plan details, the PPL utility easement, setbacks, parking spaces, and Zoning Hearing Board Decision and Order ZHB-2023-07. That Decision and Order is included in this packet.

Community Development Department Recommendation

The Community Development Department is recommending approval subject to the conditions on the following page.

Planning Commission deadline to act on the plan: November 14, 2024

Board of Commissioners deadline to act on the plan: December 11, 2024

Conditions of Approval

2024-105 PSD OPERATIONS CENTER PHASE 4

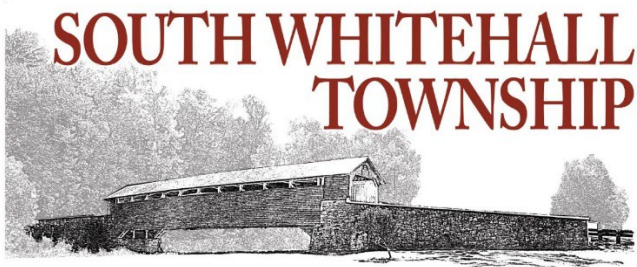
The Department recommends that the Planning Commission recommend preliminary/final plan approval to the Board of Commissioners subject to the applicant complying with the following conditions:

1. Prior to plan recording, the applicant shall execute subdivision improvement, security, maintenance and indemnification agreements acceptable to the Township and its Solicitor; that sufficient security in a form acceptable to the Township be posted and that such security shall be available for draws/presentation by either an in-person presentation location no further than 60 miles from the Township's office or by email presentation or facsimile presentation; and evidence of necessary insurance coverage in a form acceptable to the Township be provided.
2. Prior to plan recording, the applicant shall address to the satisfaction of the Township Engineer the comments of Mr. Anthony Tallarida as contained in his review dated November 7, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
3. Prior to plan recording, the applicant shall address to the satisfaction of the Township Water and Sewer Engineer the comments of Mr. Jason Newhard as contained in his review dated November 8, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
4. That the applicant address to the satisfaction of the Township Geotechnical Consultant, the comments of Mr. Chris Taylor, as contained in his review dated November 4, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
5. That the applicant shall address to the satisfaction of the Public Works Department the comments of Mr. Herb Bender, as contained in his review dated September 27, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
6. That the applicant complies with the recommendation of the Public Safety Commission as noted in the October 8, 2024 correspondence. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
7. That the applicant complies with the October 31, 2024 recommendation of the Landscape and Shade Tree Commission. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
8. That the applicant complies with the October 21, 2024 recommendation of the Parks and Recreation Board. The Applicant shall provide to the Community Development Department

written confirmation from the appropriate reviewing agency that all applicable comments have been addressed. Payment of any Open Space Fee shall be tendered prior to plan recording.

9. That the applicant address to the satisfaction of the Community Development Department, the comments of Mr. Christopher Stroehler, as contained in his review dated November 4, 2024.
10. That the applicant address to the satisfaction of the Township Zoning Officer, the comments of Ms. Laura Harrier, as contained in her review dated November 6, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
11. That the School District and the Township agree to monitor the operation of the intersection of Lime Kiln Road and State Route 309 after the Facility is constructed and operational. At any time that the Township identifies unacceptable delays or queuing on the westbound Lime Kiln Road approach as predicted in the May 17, 2023 Transportation Impact Assessment, it shall be the obligation of the School District to study the intersection and provide an analysis to the Township and PennDOT. The School District's obligation to study the intersection shall be limited to a period of five years after the Facility is constructed and operational. The School District agrees to construct any timing upgrades deemed necessary by the Township and PennDOT, all at the sole expense of the School District and within a reasonable timeframe as approved by the Township.
12. That the School District and the Township agree to monitor the operation of the intersection of Lime Kiln Road and Stadium Road after the Facility is constructed and operational. At any time that the Township identifies unacceptable delays or queuing on the eastbound Lime Kiln Road approach as predicted in the May 17, 2023 Transportation Impact Assessment, it shall be the obligation of the School District to study the intersection and provide an analysis to the Township and PennDOT. The School District's obligation to study the intersection shall be limited to a period of five years after the Facility is constructed and operational. The School District agrees to construct any timing upgrades deemed necessary by the Township and PennDOT, all at the sole expense of the School District and within a reasonable timeframe as approved by the Township.
13. 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. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
14. That the applicant shall execute a Declaration of Covenants and Easement for Maintenance of Stormwater Management Facilities prepared by the Township Solicitor for the maintenance of the on-site stormwater management facilities.
15. That the applicant shall reconcile all open invoices for Township engineering and legal services prior to the plan being recorded, and that the applicant shall remit payment for any and all required fees to the satisfaction of the Township Manager, the Community Development

Department, the Finance Department, and the Public Works Department, prior to the plan being recorded.



COORDINATED DEVELOPMENT TILGHMAN HOLDINGS

MAJOR PLAN 2024-102

Planning Commission, November 14, 2024

Attachments

Memorandum

Location and Intent

Previous Township Consideration

Reviewing Agencies Comments Summaries

Community Development Department Recommendation

Site Plan

Township Engineer Review

Township Water & Sewer Engineer Review

Public Works Department Review

Public Safety Commission Review

Landscape and Shade Tree Commission

Lehigh Valley Planning Commission

Lehigh and Northampton Transit Authority (LANTA)

South Whitehall Planning Document Review

Zoning Review

Applicant's Correspondence

Project Narrative

Response Letter

Memorandum

TO: PLANNING COMMISSION

FROM: David Manhardt, AICP, Director of Community Development

SUBJECT: COORDINATED DEVELOPMENT TILGHMAN HOLDINGS
MAJOR PLAN 2024-102
PRELIMINARY/FINAL PLAN REVIEW

DATE: November 5, 2024

COPIES: BOARD OF COMMISSIONERS, T. PETRUCCI, D. MANHARDT, L. HARRIER, J. ZATOR, ESQ., J. ALDERFER, ESQ, A. TALLARIDA, S. PIDCOCK, APPLICANT

Location and Intent

An application to further develop the property located at 4750 West Tilghman Street. The plan includes the expansion of the enclosure of an existing covered area, and the establishment of additional uses on the 8.5-acre tract. The property is zoned Highway Commercial- Special Height Limitation (HC-1). The owner and applicant is Tilghman Holdings LLC.



Previous Township Consideration

The Board of Commissioners granted conditional approval to waive certain review and approval requirements of the Subdivision and Land Development Ordinance (SALDO) for the project entitled “*Tilghman Street Store Renovations*” at their June 6, 2018, meeting.

At their October 6, 2021, meeting, the Board of Commissioners extended the timeframe to satisfy all conditions until June 6, 2022.

This project is now resubmitted as a Coordinated Land Development Plan in 2024.

Reviewing Agencies Comments Summaries

Township Engineer

The comments of the Township Engineer are contained in Mr. Anthony Tallarida’s review dated November 7, 2024. His comments pertain to waiver requests, frontage requirements, plan details, vehicle access, plan narrative, traffic impacts, truck movements, site lighting, and outside agency reviews.

Township Water & Sewer Engineer

The comments of the Township Water and Sewer Engineer are contained in Mr. Jason Newhard’s review dated November 8, 2024. His comments pertain to water usage allocations and the potential requirement for a sewage facilities planning module.

Public Works Department

The comments of the Township Public Works Department are contained in Mr. Herb Bender’s review dated September 27, 2024. His comments pertain to water and sewer usage and stormwater BMPs.

Public Safety Commission

The comments of the Public Safety Commission are contained in Mr. John Frantz’ correspondence dated October 21, 2024. Their comments pertain to the depiction of a fire apparatus turning radius and installation of sidewalks.

Landscape and Shade Tree Commission

The comments of the Landscape and Shade Tree Commission are contained in Mr. Christopher Strohler’s correspondence dated October 31, 2024. Their comments pertain to the request to waive the installation of shade trees.

Lehigh Valley Planning Commission

The comments of the Lehigh Valley Planning Commission are contained in Mr. Joseph Dotta’s correspondence dated August 16, 2024. His comments pertain to the inclusion of internal pedestrian infrastructure, sidewalks, and the inclusion of sustainable energy systems.

Pennsylvania Department of Transportation

The comments of the Pennsylvania Department of Transportation have not been received at this time.

Lehigh and Northampton Transit Agency (LANTA)

The comments of the Lehigh and Northampton Transit Agency are contained in Ms. Molly Wood's review dated November 6, 2024. Her comments pertain to sidewalks and frontage improvements.

South Whitehall Planning Document Review

The comments of the South Whitehall Township Planning Document Review are contained in Mr. Christopher Strohler's review dated November 5, 2024. His comments pertain to Board/Commission/Council reviews, plan recording requirements, and consistency with long-range plans.

Zoning Review

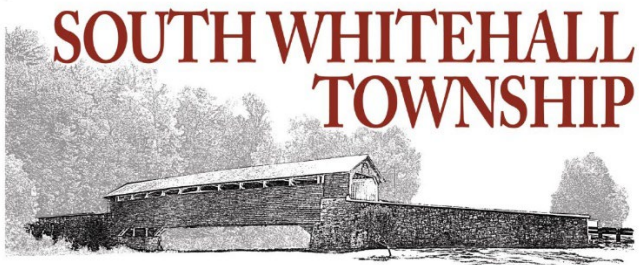
The comments of the South Whitehall Township Zoning Officer are contained in Ms. Laura Harrier's review dated November 8, 2024. Her comments pertain to parking standards, setbacks, lighting, and impervious cover.

Community Development Department Recommendation

Conditions of the prior approval remain uncompleted. Additional impervious was added to the site without Township review or Approval, including stormwater review. It is recommended that the removal of the additional impervious coverage and restoration to an approved pervious surface be a condition of approval.

Planning Commission deadline to act on the plan: January 9, 2025

Board of Commissioners deadline to act on the plan: February 5, 2025



Ruhe Subdivision

Minor Plan 2013-201

Planning Commission, 11/14/2024

Attachments

Memorandum

Location and Intent

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Site Plan

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Township Water & Sewer Engineer Review

Geotechnical Review

Public Works Department Review

Public Safety Commission Review

Landscape and Shade Tree Commission Review

Parks & Recreation Board Review

Lehigh Valley Planning Commission Review

South Whitehall Planning Document Review

Zoning Review

Applicant's Correspondence

Waiver Request Letter

Response Letters

Memorandum

TO: PLANNING COMMISSION

FROM: David Manhardt, AICP, Director of Community Development

SUBJECT: Ruhe Subdivision
Minor Plan 2013-201
PRELIMINARY/FINAL PLAN REVIEW

DATE: November 5, 2024

COPIES: BOARD OF COMMISSIONERS, T. PETRUCCI, D. MANHARDT, L. HARRIER, J. ZATOR, ESQ., J. ALDERFER, ESQ, A. TALLARIDA, S. PIDCOCK, APPLICANT, SUB. FILE 2013-201

Location and Intent

An application to subdivide the property located at 2442 Huckleberry Road. The plan proposes to subdivide the 4.596-acre parcel into: Lot 1, containing the existing 2-story dwelling, barn and outbuilding on 1.0083 acres; Lot 2, containing 1.07673 acres; Lot 3, containing 1.0003 acres; and Lot 4, containing 1.0002 acres. All lots are proposed to be served by public water and private septic. The property is zoned R-4 Medium Density Residential. Robert H. Ruhe is the owner and applicant.



Previous Township Consideration

At their December 15, 2023, April 15, 2021, July 21, 2016, November 19, 2015, February 20, 2014 and March 28, 2013 meetings, the Planning Commission reviewed Minor Subdivision #2013-201 Ruhe Subdivision and took the plan under advisement.

Reviewing Agencies Comments Summaries

Township Engineer

The comments of the Township Engineer are contained in Mr. Anthony Tallarida's review dated November 7, 2024. His comments pertain to waiver/deferral requests, easements and agreements, grading, plan details, stormwater management, outside agency review, and satisfaction of additional Township policies.

Township Water & Sewer Engineer

The comments of the Township Water and Sewer Engineer are contained in Mr. Jason Newhard's review dated October 4, 2024. His comments pertain to plan details and utility specifications.

Township Geotechnical Consultant

The comments of the Township Geotechnical Consultant are contained in Mr. Chris Taylor's review dated November 5, 2024. His comments pertain to the Sewage Facilities Planning Module and stormwater management details.

Public Works Department

The comments of the Township Public Works Department are contained in Mr. Herb Bender's review dated November 8, 2024. His comments pertain to results of the fire flow test, potential water connections, stormwater facilities, utility easements, and fire hydrant maintenance.

Public Safety Commission

The comments of the Public Safety Commission are contained in Mr. John Frantz' correspondence dated October 21, 2024. The Public Safety Commission does not have any comments on the project.

Landscape and Shade Tree Commission

The comments of the Landscape and Shade Tree Commission are contained in Mr. Christopher Strohler's correspondence dated October 31, 2024. Their comments pertain to the location of trees near stormwater inlets.

Parks and Recreation Board

The comments of the Parks and Recreation Board are contained in Mr. Christopher Strohler's correspondence dated October 21, 2024. Their comments pertain to the payment of fees in lieu of land dedication.

Lehigh Valley Planning Commission

The comments of the Lehigh Valley Planning Commission are contained in the stormwater review letter dated August 16, 2024. The Drainage Plan has been found to be consistent with the Act 167 requirements.

South Whitehall Planning Document Review

The comments of the South Whitehall Township Planning Document Review are contained in Mr. Christopher Strohler's review dated November 5, 2024. His comments pertain to reviews from Township Boards/Commissions/Committees, plan recording requirements, and consistency with long-range plans.

Zoning Review

The comments of the South Whitehall Township Zoning Officer are contained in Ms. Laura Harrier's review dated November 6, 2024. She has no new comments and indicates that this project is being reviewed under the June 1, 2013 Zoning Ordinance

Community Development Department Recommendation

The Community Development Department is recommending approval subject to the conditions on the following page.

Planning Commission deadline to act on the plan: January 9, 2025

Board of Commissioners deadline to act on the plan: February 5, 2025

Conditions of Approval

2013-201 Ruhe Subdivision Conditions of Approval

The Department recommends that the Planning Commission recommend preliminary/final plan approval to the Board of Commissioners subject to the applicant complying with the following conditions:

1. Prior to plan recording, the applicant shall execute subdivision improvement, security, maintenance and indemnification agreements acceptable to the Township and its Solicitor; that sufficient security in a form acceptable to the Township be posted and that such security shall be available for draws/presentation by either an in-person presentation location no further than 60 miles from the Township's office or by email presentation or facsimile presentation; and evidence of necessary insurance coverage in a form acceptable to the Township be provided.
2. That the applicant address to the satisfaction of the Township Engineer, the comments of Mr. Anthony Tallarida, as contained in his review dated November 7, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
3. That the applicant address to the satisfaction of the Township Water & Sewer Engineer, the comments of Mr. Jason Newhard, as contained in his review dated November 8, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
4. That the applicant address to the satisfaction of the Township Geotechnical Consultant, the comments of Mr. Chris Taylor, as contained in his review dated November 5, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
5. That the applicant address to the satisfaction of the Public Works Department, the comments of Mr. Herb Bender, as contained in his review dated September 27, 2024. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
6. That the applicant complies with the recommendation of the Public Safety Commission as noted in the October 21, 2024 correspondence. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.
7. That the applicant complies with the October 14, 2024 recommendation of the Parks and Recreation Board. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed. Payment of any Open Space Fee shall be tendered prior to plan recording.
8. That the applicant complies with the October 28, 2024 recommendation of the Landscape and Shade Tree Commission. The Applicant shall provide to the Community Development Department written confirmation from the appropriate reviewing agency that all applicable comments have been addressed.

9. That the applicant address to the satisfaction of the Community Development Department, the comments of Mr. Christopher Strohler, as contained in his review dated November 8, 2024.
10. 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.
11. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection and/or the Lehigh County Conservation District approving the NPDES Permit application pursuant to Section 312-39(e) of the Subdivision and Land Development Ordinance.
12. That the plan be amended to include a note referencing the "State Highway Law" pursuant to Section 508.6 of the PA Municipalities Planning Code and Section 312-12(a)(9) of the Subdivision and Land Development Ordinance.
13. That the applicant contributes fees in lieu of parkland dedication, in the amount of \$7,500 in order to meet the parkland and open space requirements of the Subdivision and Land Development Ordinance. Payment of the Open Space Fee shall be tendered prior to plan recording.
14. That the applicant shall pay water allocation fees prior to plan recording. Payment for Water Tapping Fees shall be tendered prior to Building Permit issuance.
15. That the applicant shall execute a Declaration of Covenants and Easement for Maintenance of Stormwater Management Facilities prepared by the Township Solicitor for the right but not the obligation for maintenance of the on-site stormwater management facilities.
16. That the applicant shall dedicate to the Township, additional right-of-way along the two frontages of Huckleberry Road at a width acceptable to the Township. The dedication shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and an Opinion of Record Title shall be prepared by applicant's counsel indicating that the dedication is free and clear of liens and encumbrances that would affect the Township's use of said property. The applicant shall furnish to the Township Solicitor a description for the dedication that has been approved by the Township Engineer, and a copy of the current deed for the property showing current ownership and recording information.
17. That the applicant shall dedicate to the Township a blanket water utility easement to the Township for accessing the water facilities. The dedication shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and an Opinion of Record Title shall be prepared by applicant's counsel indicating that the dedication is free and clear of liens and encumbrances that would affect the Township's use of said property. The applicant shall furnish to the Township Solicitor a description for the dedication that has been approved by the Township Engineer, and a copy of the current deed for the property showing current ownership and recording information.
18. That the applicant shall obtain a Stormwater easement in the Huckleberry Road Right of Way from the Township for the purpose of the storm sewer system as shown on the Easement Plan, which easement shall be drafted by the applicant and in a form acceptable to the Township Solicitor.

19. Prior to plan recording, the applicant shall provide proof that the following easements as shown on the Easement Plan have been fully executed in a form acceptable to the Township Solicitor, and the Township shall not be obligated to issue a building permit until proof of recording is provided to the Township:
 - a. Ruhe/Lutz Cross Access Easement
 - b. Ruhe Access and Utility Easement for the benefit of lots 1, 2, 3, and 4.
 - c. Snow easement for the benefit of Lot 1.
 - d. Stormwater Easement located on lot 4 for the benefit of Lot 3.
 - e. Temporary Construction Easement for the benefit of Lot 1.
 - f. Temporary construction easement for the benefit of westerly adjacent property.
20. That the record plan shall include a signature block for the owners of the adjacent Lutz property.
21. That the Applicant shall agree, upon satisfactory completion of all water facilities shown on the plan as intended for dedication to the Township, to execute formal Bills of Sale for said facilities, so as to convey said facilities to the Township for nominal consideration.
22. That the applicant reconciles all open invoices for Township engineering and legal services prior to the plan being recorded.
23. That the plans are to be revised and deemed to be “clean” prior to them being presented to the Board of Commissioners.