

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

**REGULAR SESSION**

**MINUTES**

**JANUARY 21, 2021**

The Regular Session of the South Whitehall Township Planning Commission was held on the above date in a virtual meeting held on GoToMeeting.com.

Members in attendance:

William H. MacNair, Chairman  
Brian Hite, Vice-Chairman  
Alan Tope, Secretary  
Diane E. Kelly  
Matthew Mulqueen  
David Wilson

Staff members in attendance:

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

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

Chairman MacNair called the meeting to order at 7:30 p.m. He announced that all meetings are electronically monitored. He then led the assembled in the Pledge of Allegiance.

**AGENDA ITEM #2 – APPROVAL OF MINUTES**

Chairman MacNair announced that the minutes of the October 15, 2020 meeting were distributed prior to this evening's meeting for review and comment. Chairman MacNair asked the members if they had any changes to the minutes. Hearing none, Chairman MacNair called for a motion to approve the minutes as submitted. Mrs. Kelly made a motion to that effect. Mr. Tope seconded the motion and it passed unanimously 6-0, with Mr. Mulqueen abstaining.

**AGENDA ITEM #3 – COMPREHENSIVE PLAN UPDATE SUMMARY**

Mr. Manhardt previewed the Phase 3 survey and the Phase 4 Kick-off Meeting.

## **AGENDA ITEM #4 – SUBDIVISION REVIEW**

Chairman MacNair announced that Proposed Flex Building 1215 Hausman Road Major Plan 2018-106 and Premier Center Luxury Apartments Conditional Use review 2020-601 were both removed from the evening’s agenda at the request of the respective applicants.

### **A. MOSAIC CAMPUS MAJOR PLAN 2020-110 REQUEST FOR SKETCH PLAN REVIEW**

Chairman MacNair polled the audience for interested parties other than the developer regarding the application to further develop the properties located at 3072 Cedar Crest Boulevard, 2967 Cedar Crest Boulevard, 2957 Cedar Crest Boulevard and 2947 Cedar Crest Boulevard. The following individuals indicated interest:

Lee Solt   3731 Manchester Road

At the request of Chairman MacNair, Mr. Adams read the Community Development Department’s recommendation into the record. The Department recommended that the Planning Commission recommend that the applicant utilize the comments of the reviewing agencies and those of the Planning Commission to assist in the preparation of the preliminary plans.

Engineer Joseph Rentko accompanied Mr. Joseph Moussa to present the plan and answer questions. Engineer Rentko described the properties, noting that the northernmost dwelling will be used as a dwelling for Mr. Moussa’s family. He stated that the sketch plan represents a concept plan for the full build-out of the property.

Mr. Moussa stated that he operates an event planning service and a fresh-cut floral company and that the project proposes a garden center, bistro and ice cream stand and associated parking.

Mr. Wilson inquired as to whether building permits are permitted to be issued before the land development process is complete.

Ms. Harrier stated that the two middle parcels are currently under an agricultural use, which is a legal non-conformity. The applicant can maintain the agricultural use.

Mr. Wilson inquired as to water and sewer services for the tract.

Engineer Rentko stated that the reference to public water and sewer on the plan was an error. He stated that both will be on-lot systems.

Mr. Wilson inquired as to the zoning issues.

Engineer Rentko stated that the plan proposes the consolidation of the four lots, which will reduce the non-conformity.

Mr. Wilson inquired as to permitting the multiple uses on the tract.

Engineer Rentko stated that he is looking for feedback from staff on the matter.

Ms. Harrier stated that the applicant is looking to have the agricultural use as a special exception and would need variances for the rest of the proposed uses.

Mr. Mulqueen recommended getting the Zoning Hearing Board's decision before returning to the Planning Commission.

Chairman MacNair inquired as to the amount of water to be used on the site and whether the well would be sufficient.

Engineer Rentko stated that he will flesh out the water and sewer services with the Planning Commission feedback and after the Zoning Hearing Board renders a decision.

Mr. Wilson recommended investigating good locations for both well and septic facilities.

Mrs. Kelly stated that fire hydrants will be required.

Mr. Hite inquired as to the stormwater management and the stone parking lot.

Engineer Rentko opined that a stone parking lot is more in keeping with the rural setting.

Mr. Wilson suggested that the applicant coordinate with PennDOT with regard to the driveway onto Cedar Crest Boulevard. He opined that the amount of parking proposed was sizeable for the use.

Mr. Hite pointed out that a stone parking lot is not permitted by the Zoning Ordinance and does have maintenance issues.

Engineer Rentko agreed that a paved lot requires less maintenance but was out of character for the area. He stated that the paved lot doesn't fit with the agricultural uses proposed.

Ms. Harrier stated that the Zoning ordinance requires an applicant to demonstrate a legitimate hardship or comply with the ordinance. She stated that the Zoning Hearing Board will make that determination.

Chairman MacNair inquired as to the typical business day parking requirements.

Mr. Moussa stated that a spring weekend's business would take all of the proposed parking.

Engineer Rentko inquired as to what the Township would be looking for by way of right-of-way dedication.

Mr. Tallarida stated that the Township is looking for room to improve the intersection in the future. He suggested that when the applicant approaches PennDOT with regard to the driveway that the topic of the intersection be brought up. He stated that the driveway will provide the opportunity for a discussion of PennDOT's plans to improve the intersection in the future.

Mr. Lee Solt of 3731 Manchester Road suggested the applicant consider colored asphalt as a means to bring the parking lot more into character with the area.

Chairman MacNair suggested paver blocks.

#### **AGENDA ITEM #5 – TRANSPORTATION INFRASTRUCTURE UPDATE**

Mr. Tallarida stated that there wasn't much activity with PennDOT at this time. He suggested that the Planning Commission consider intersections within the Township that may warrant improvement and list them in the Comprehensive Plan.

#### **AGENDA ITEM #6 – COMPREHENSIVE PLAN UPDATE**

Mr. Manhardt stated that recommendations for traffic improvements would come out of the working groups. He stated that the Township has engaged Michael Baker International (MBI) for support throughout Phase 4. He stated that the original vision of the Phase 4 Kick-Off Meeting was to use a large auditorium for the introductions and then have three break-out sessions in five classrooms for the attendees to choose between. He stated that COVID has ended that concept and is requiring the Township to move the meetings to a virtual platform. He stated that MBI uses a WebEx platform that is capable of mimicking the in-person meeting concept. He stated that MBI will provide the platform, technical support and moderators for each "room". He stated that staff is favoring February 23<sup>rd</sup> for the Kick-off Meeting date.

Mr. Adams noted that staff could nail down the date by Monday.

Mr. Manhardt stated that a virtual meeting room will be available for people who could not attend the Kick-Off Meeting. He stated that all of the presentations will be available for viewing and that sign-up options will be available in the virtual room. He stated that staff is hoping for a good turn-out for the working groups.

Mr. Wilson inquired as to whether the working group would be concentrating on transportation only.

Mr. Manhardt stated that there will be a working group for each of the MPC-required Comprehensive Plan elements, plus two or three more non-required elements.

Mrs. Kelly inquired as to the subject matter experts.

Mr. Manhardt stated that he anticipates that Transportation will be headed by Scott Pasterski and that Resource Protection may be headed by a representative of the Wildland Conservancy.

Chairman MacNair inquired as to whether February 23<sup>rd</sup> is the staff's first choice.

Mr. Manhardt stated that it was. He noted that Phase 3 is winding down, noting that there were 586 survey results to date. He stated that staff plans to present the Phase 2 and 3 results at the kick-Off Meeting, as well as the Traffic Model and the

Economic Impact Model. He stated that staff wants to close out the Phase 3 survey and begin modeling.

Mrs. Kelly inquired as to how many postcards staff anticipates sending out to announce the Phase 4 Kick-Off Meeting.

Mr. Manhardt stated about 7,000.

Mr. Tope suggested closing the survey in a week or two.  
Mrs. Kelly suggested January 31<sup>st</sup>.

Mr. Adams stated that he could post the closing date of the survey on the Township website this evening.

#### **AGENDA ITEM #7 – CORRESPONDENCE**

Mr. Hite inquired as to the Planning Commission Annual Report.

Mr. Manhardt stated that staff is working on it and will present it to the Planning Commission by the March meeting.

Mr. Hite suggested that the Township invest in some high-visibility corrugated plastic signs with transparent plastic sleeves for public notices.

Mr. David Burke of 1436 Buck Trail inquired as to whether the economic model is part of the Comp Plan elements.

Mr. Manhardt stated that it is part of the future development scenario as opposed to a working group topic. He stated that the public input will be run through the economic model and the results given to the working groups. The working groups will make recommendations to the Comprehensive Plan with the economic input in mind.

#### **AGENDA ITEM #8 – COURTESY OF THE FLOOR**

None.

#### **AGENDA ITEM #9 – ADJOURNMENT**

Chairman MacNair requested a motion to adjourn at 8:36 p.m. Mrs. Kelly made the motion, Mr. Mr. Wilson seconded the motion and it passed unanimously.

**ADOPTED THIS DATE: February 23, 2021**

**ATTEST:**

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**Secretary**

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**Chairman**