

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION  
MEETING MINUTES  
7:30 PM  
April 14, 2015**

A regular Meeting of the Planning Commission of the Township of Salisbury was held at the Township Municipal Building located at 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania.

**CALL TO ORDER**

Mr. McKitish called the meeting to order.

**ROLL CALL**

Glenn Miller  
William Licht  
Richard Schreiter  
James Brown  
Richard Hassick  
Stephen McKitish  
Charles Beck (excused)  
John Ashley, Township Solicitor  
David Tettermer, Township Engineer  
Cynthia Sopka, Director of Planning and Zoning

**APPROVAL OF THE MINUTES**

**On motion of Dr. Licht, seconded by Mr. Miller, the Planning Commission voted 6-0 to approve the February 10, 2015 Planning Commission Meeting Minutes as amended. All in favor.**

**3300 Lehigh Street South Mall – Conditional Use Application**

**Mr. J. Wes Runnels of Keystone Novelties Distributors, LLC d/b/a Keystone Fireworks request permission for temporary Fireworks sales approval pursuant to Zoning Ordinance Section 807.3 which requires temporary uses to be heard as Conditional Use within Salisbury Township. The applicant proposes utilization of a tent located within the parking area of South Mall.**

Present were Mr. Jack May and Mr. Chris Cook of Keystone Novelties Distributors, LLC.

Mr. May stated that they are requesting a Conditional Use to run a short term sale of July 4<sup>th</sup> novelty items at the South Mall. The novelty items for sale have been Pennsylvania approved.

They are requesting to occupy the approved Easter Flower tent, in the location where it has been place, at the South Mall parking lot. The dates of operation would be June 24, 2015 to July 5, 2015, 9 a.m. to 9 p.m. However, hours of operation are extended July 3<sup>rd</sup> until 10 p.m. and July 4<sup>th</sup> until 11 p.m. The tent will be removed by July 8, 2015.

Mr. May stated that they have been in business for 25 years and run the novelty business in eight states.

Mr. May gave an overview of how the sales are operated. All operators (employees) are trained on a website training program. Operator assistants are not trained but given a manual to review. There is 24 hour security. Fire extinguishers remain on site. All emergency contact information is on site. Refuse is removed and disposed of by Keystone Novelties. They will remain compliant with Township Regulations for this type of temporary sales.

Attorney Ashley stated that the Planning Commission will only have to make a recommendation to the Board of Commissioners on this matter if the members believe it should be approved. If so, what conditions would be reasonable.

**On motion of Mr. Miller, seconded by Mr. Hassick, the Planning Commission voted 6-0 to make recommendation to the Board of Commissioners to consider accepting the Conditional Use, for one year, with the conditions that all operators and operator assistants/helpers are trained in accordance with the website training event and that training documentation remain on site. All in favor.**

### **939 East Rock Road Minor Lot Subdivision**

**Review the proposed Preliminary/Final Minor Lot Subdivision that incorporates the subdivision of 11,119.21 S.F. of land from 937 East Rock Road then conveyed to 939 East Rock Road. The property is located in the C-R Conservation Residential Zoning District.**

Present were Mr. James Milot of Hanover Engineering.

The proposed project is to subdivide an 11,119 square foot area from one existing residential lot and adding it to the adjoining residential lot. Both existing lots are landlocked and have access via a 15 foot wide right of way access and located on the north side of East Rock Road.

Mr. Tetterer highlighted his review letter dated April 8, 2015. This is a non-conforming lot, however the plan does not make any of the building setbacks worse, therefore improving the lot area non-conformance, no Zoning Variances required. The plan notes impervious coverage and shall provide a note that the "gravel driveway" is not impervious. The plan shall show proof of plan submission to the Lehigh Valley Planning Commission (LVPC) and copies of the existing deeds shall be submitted for review. Natural features and an access easement for Lot 2 and across the property transfer area shall also be shown on the plan along with a few drafting items.

The following waiver requested shall apply to the existing contour lines on site and within 100 feet, slope shading and depth to width ratio of residential lots.

In conclusion, when all items and waiver requests are satisfactorily addressed, they would recommend engineering approval of the Preliminary/Final Minor Subdivision Plan.

Ms. Sopka highlighted her review letter dated April 10, 2015. She concurs with the Township Engineers recommendations. In reference to the required setbacks for the property within the CR zoning district, the site plan has the appropriate setbacks relative to the front, rear and side yard setbacks. Placement of the home encroaches into the required front yard setback thereby making the home nonconforming to the current Zoning Ordinance.

Mr. Milot stated that they would be happy to put in all waiver requests at this time. The nature of their partial waiver request is to not have to provide contours and slope delineation for Lot #1, as well as

the transfer parcel. They are looking for partial waiver from the requirement to provide additional contour lines and slope delineation along the larger portion of Lot #2.

**On motion of Dr. Licht, seconded by Mr. Schreiter, the Planning Commission voted 6-0 to accept approval of partial waiver request for SALDO 7.3.C.1 which deals with existing contour lines of the site and within 100 feet beyond, and SALDO 7.3.C.2., that pertains to slope shading for slopes on site and within 100 feet. The review process will expire within 90 days on July 13, 2015. All in favor.**

**On motion of Mr. Schreiter, seconded by Mr. Hassick, the Planning Commission voted 5-1-0 to make recommendation to approve conditional approval for the Dorney Minor Lot Subdivision subject to any conditions stipulated by the Township Engineer's correspondence of April 8, 2015 and the Planning Director's correspondence of April 9, 2015 and compliance with all required Federal, State and Local regulations.**

**1211 Salisbury Road and Ueberoth Street Preliminary/Final Minor lot Subdivision  
Review the proposed Preliminary/Final Plan for a Minor Lot Subdivision of 1211 Salisbury Road. The property is located in the R-4 Medium Density residential district.**

Present Mr. Joseph Young, Owner and Mr. Joseph Hollshwander

The proposed Minor Subdivision is located in the Medium Density Residential (R4) Zoning District. The proposed project intends to subdivide an existing 22,603 square foot property of two (2) parcels.

Mr. Tetterer highlighted his review letter dated April 8, 2015. The Planning Commission needs to discuss the following items in regards to Existing contour lines on Lot #1 and Lot #2 need to be shown within 100 feet of the site, slope shading, curbing and sidewalks.

In conclusion, until these referenced items are satisfactory addressed they would not recommend engineering approval of the preliminary/final subdivision at this time.

Ms. Sopka highlighted her review letter dated April 7, 2015. Currently the parcel is developed with a house, detached garage and shed. The required Medium Density Residential District (R4) zoning criteria should be delineated on the site plan for each respective parcel such as the front yard setback, rear yard setback and side yard setbacks including the maximum building coverage and maximum impervious coverage.

The plan did meet zoning criteria but placement of the driveway and home needs to be specified. Ms. Sopka advised that there is a \$1,500 recreation fee for dwelling units/lots created.

Ms. Sopka concurs with the recommendations made by the Township Engineer.

Curbing was discussed and noted that there is no curbs and sidewalks in some areas. However, curbing and sidewalks are in some areas of Salisbury Road. All deferral/waivers/revisions will be made per Mr. Hollshwander.

On motion of Dr. Licht, seconded by Mr. Miller, the Planning Commission voted 6-0 to table the Salisbury Road and Ueberouth Street Preliminary/Final Minor Subdivision Plan. All in favor.

**OTHER BUSINESS**

NONE

**ADJOURNMENT**

The Planning Commission voted to adjourn the meeting. All in favor.