

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

**PLANNING COMMISSION  
MEETING MINUTES  
6:00 PM  
OCTOBER 20, 2020**

A special meeting of the Planning Commission of the Township of Salisbury was held at the Salisbury Township Municipal Building, 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania and online via Zoom platform.

**CALL TO ORDER**

Mr. Charles Beck, Chairman, called the meeting to order at 6:00pm.

**ROLL CALL**

Charles Beck, Chairman  
Richard Hassick  
Jessica Klocek  
Mark Kijak  
Glenn Miller  
Rick Schreiter  
John Ashley, Township Solicitor  
David Tetterer, Township Engineer  
Kerry Rabold, Planning & Zoning Officer

Excused: James Brown

In attendance for the Girl Scout Council were Stephanie Koenig, Atty. of Fitzpatrick, Lentz & Bubba, Chris Williams of Barry Isett & Associates, engineer, and Babette Racca, Girl Scout Council. In house, observer Roger Persing of 2660 West Rock Road. Participants via zoom, Jacqueline Strahley of 3110 Dogwood Lane, Jane and Michael Benning of 3111 Douglas Road, Kim Fraites-Dow of the Girl Scouts, Elaine Silberman of 2529 West Rock Rd.

**2638 WEST ROCK ROAD/2648 WEST ROCK ROAD – PRELIMINARY/FINAL LOT CONSOLIDATION (NO. 20-0259)**

Lot consolidation of 2638 West Rock Road and 2648 West Rock Road to create one parcel of 15.2128 acres.

Mr. Tetterer reviewed his letter dated 10/12/2020, and stated that the lot consolidation plan was in order barring two drafting issues, and once issues were completed, engineer would recommend approval of the consolidation.

Mr. Kijak asked if survey was done and met all set-backs. Mr. Williams stated that a signed and sealed field survey was completed. Ms. Koenig stated the Zoning Hearing Board, at a prior meeting, determined that the property was non-conforming and not an issue. Ms. Rabold state all zoning was correct.

**Motion was made by Rick Schreiter, and seconded by Richard Hassick, to approve the preliminary/final lot consolidation subject to the issues in Mr. Tettermer's letter dated 10/12/2020. The Planning Commission voted 5-0 in favor, Jessica Klocek abstained.**

**2638 WEST ROCK ROAD – PRELIMINARY LAND DEVELOPMENT (NO. 19-0020)**

Project proposes to construct a new multi-purpose building with supporting infrastructure including additional parking.

Mr. Tettermer reviewed his letter dated 10/12/2020. In summary, the letter stated 12 general issues that would need to be addressed including but not limited to off street parking (paved and unpaved), lighting in parking area, and stormwater basin. Once all of the above mentioned, and a few other minor issues are adjusted on the final plans, there would be no engineering objections.

Ms. Rabold reviewed her letter dated 10/13/20 as well as letter received from Kyle Mertl (Township Fire Inspector). Ms. Rabold stated that the pre-existing gravel parking area (unlit) is exempt and should be noted on the plan and that the new paved parking conforms to Zoning. Mr. Mertl's letter stated that the plans must show fire apparatus turn around, fire alarm/sprinkler locations, and a lock box before approval would be recommended.

Planning commission concerns included illumination of the parking areas, use of the proposed building, fire pits, tree elimination, septic, traffic, and stormwater run-off. Many of the concerns of the Planning Commission board were the same concerns of the neighbors via Zoom.

Mr. Williams and Ms. Koenig addressed the issues presented by stating that the paved parking area will have lights that will shine down and not on neighboring properties, the building will have one room for activities, a small retail store, year-round offices, and bathrooms and showers. Fire pits are all ready existing and no more are being planned. There will be approximately 47 trees being taken down, many diseased and approximately 45 are being replaced with 10 of those being over 15 feet tall. There will be other landscaping done as well. The new septic system going in will meet all Township and DEP regulations, and the existing outhouses will remain. Traffic will be staggered for arrivals and pickups during the busiest times mostly on the weekends being the time when Girl Scout activities would take place. Typically, during the week, only a couple cars from staff would be utilizing the roads. Stormwater run-off will be decreased by the new plan, with rain water being diverted from the roof of the new structure directly into the basin.

**Motion was made by Mr. Miller, seconded by Mr. Schreiter, that the Planning Commission recommends granting of the waiver to SALDO 503.6.B.8 per letter dated 10/20/2020 from Christopher Williams, PE. The Planning Commission voted 5-0 in favor, Jessica Klocek abstained.**

**Motion was made by Mr. Schreiter, seconded by Mr. Miller, that the Planning Commission recommends granting of the waiver to SALDO 302.1.C per letter dated 10/20/2020 from Christopher Williams, PE. The Planning Commission voted 5-0 in favor, Jessica Klocek abstained.**

**Motion was made by Mr. Schreiter, seconded by Mr. Miller, that the Planning Commission recommends granting of the waiver to SALDO 1010.2.B(8) per letter dated 10/20/2020 from Christopher Williams, PE. The Planning Commission voted 5-0 in favor, Jessica Klocek abstained.**

**Motion was made by Mr. Schreiter, seconded by Mr. Kijak, to table the project. The Planning Commission voted 6-0 in favor.**

**ADJOURNMENT**

**Motion was made by Ms. Klocek, seconded by Mr. Schreiter, to adjourn the meeting. Meeting was adjourned at 7:28pm.**