

PLANNING COMMISSION MEETING MINUTES
TUESDAY, MAY 10, 2016
7:00 P.M.

A. GENERAL FUNCTIONS

1. Call to Order: 7:00 p.m.
2. Pledge of Allegiance
3. In Attendance:

Matthew Milliren	- Present
Philip Weber	- Present
Kim LaBrake	- Present
Francene Drake	- Present
Joseph Pampanin	- Present
Maria Diaz-Joves	- Present
Don Werkheiser	- Present

Also in Attendance:

Kris Russo, Bryan Smith, and Michael Corriere, Esq. Cathy Hartranft, Absent.

4. Minutes of Previous Meetings

A. April 12, 2016 and April 20, 2016

Motion made by Joseph Pampanin, seconded by Maria Diaz-Joves, to approve the April 12, 2016, and April 20, 2016, meeting minutes as written with the correction to the April 12, 2016 meeting minutes #3 from August 20th to April 20th. Motion carried 7-0.

B. REVIEW & DELIBERATION

1. 16-PC-03, Diane Morris, 2094 Morgan Hill Road- Applicant has submitted an application for site plan approval at 1422 Main Street. Applicant is seeking to change the use of the 2nd floor residential rental unit to additional commercial office space. Property is in the Mixed District.

Ms. Morris reviewed her application.

Mr. Smith reviewed the Engineer's Letter. He noted that the parking needs to be increased by one parking space for this use. There is room for the applicant to stack the extra spot behind the existing spot located in the rear of the property.

Mr. Werkheiser inquired if additional employees were going to be hired. Ms. Morris noted that she is attempting to make more office space for existing employees.

Motion made by Joseph Pampanin, seconded by Matthew Milliren, to grant conditional approval based on May 10, 2016, Engineer's letter and expanding existing parking spot to stack 2 vehicles. Motion carried 7-0.

2. 16-PC-04, Abra Development, 1177 6th Street, Whitehall, PA 1805- Applicant has submitted an application for site plan approval at 1022-1063 Front Street. Applicant is seeking to change the use of the property from a residential condominium to assisted living. Property is in the Mixed District

David Harte was present and reviewed the application and previous special exception approval. There will no longer be a bridge connecting the current assisted living facility to the current condominium building.

Mr. Smith reviewed his letter. He noted that the parking demand will be decreased due to the new use. The plan should be updated to show the allocated parking and required passive recreation area. The evacuation plan should be reviewed by the Fire Chief. Lastly, the final paving should be completed on Front Street.

The concensus of the Commission was that a revised plan should be submitted showing the missing items prior to any permits being issued.

Mr. Harte acknowledged that he is aware of the outstanding recreation fees due to the Borough.

3. 46-86 Water Street, Robert Singley- Request of design assistance and clarification for Façade Improvement to property.

Mr. Singley asked the board to clarify the façade grant and also help with design suggestions.

Ms. LaBrake outlined the types of design assistance available. Ms. Diaz-Joves discussed colors to accentuate the existing features.

Mr. Singley will submit a new application at the June 2016 meeting.

4. Joint Planning Commission Date Set for July 12, 2016

C. OLD BUSINESS- NONE

D. NEW BUSINESS

1. Grant Letter

Mr. Smith reviewed the DCED Grant Application for work to the pavilion at Dimmick Park.

Mr. Weber expressed his wish to maintain the character and charm of the existing structure. Mr. Smith noted that the project is only rehabilitation and not a replacement.

Mr. Werkheiser suggested looking into switching to LED lighting.

E. ADJOURNMENT

Motion made by Kim LaBrake, seconded by Joseph Pampanin, to adjourn the meeting at 7:47 p.m. Motion carried 7-0.

Respectfully submitted by,

Kris Russo