

PLANNING COMMISSION MEETING MINUTES  
TUESDAY, FEBRUARY 11, 2020  
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
Don Werkheiser	- Present
Maria Diaz-Joves	- Present

Also in Attendance:

Cathy Hartranft, Michael Corriere, Bryan Smith, and Chief Maguire. Kris Russo was absent with prior notification.

4. Minutes of Previous Meetings

A. January 14, 2020

Motion made by Joseph Pampanin, seconded by Don Werkheiser, to approve the January 14, 2020, meeting minutes as written. Motion carried 6-0 (Ms. LaBrake abstained).

B. REVIEW & DELIBERATION

1. 20PC01: 1618 Main Street Site Plan application. Owned and presented by James Metsopulos 1618 Main Street, Hellertown, PA 18055. Property is located in the Mixed District.

Mr. Metsopulos was present and reviewed the plan. He is proposing to convert an existing single family dwelling into two units. A conversion from a single family home to apartments is a special exemption use in the Mixed District. The applicant will go before the Zoning Hearing Board on February 19, 2020, to request the special exemption.

Mr. Smith reviewed the Engineer's Letter dated February 3, 2020.

The Planning Commission reviewed two options for the required 5 parking spaces. The Commission recommended the second option which includes removal of the existing garage.

Motion made by Joseph Pampanin, seconded Maria Diaz-Joves, to recommend conditional approval of the plan contingent upon meeting all requirements in the Engineer's Letter dated February 3, 2020, Zoning Hearing Board granting special exemption use, the removal of existing garage to meet the parking requirements, and plan review by Hellertown Borough Authority. Motion carried 7-0.

2. 20PC02: 330 Linden Street Site Plan application. Owned by Zeldon, LLC, 330 Linden Street, Hellertown, PA 18055. Presented by Sean Burke. Property located in the R-2 District.

Engineer, Mark Schwartz, Attorney Robert Donchez, and Sean Burke were present at the meeting and reviewed the plan. The plan is proposing to convert an existing warehouse building with associated office into 10 apartment units and 2,230 square feet of professional office space. Professional Office is not an allowed use in the R-2 Zoning District.

The maximum allowable density is 15 units per acre. The proposed plan calculates to approximately 35 units per acre. A variance is being requested from the Zoning Hearing Board for the additional density.

Parking for 10 units require 20 spaces plus 11 spaces for the office space for a total of 31 spaces. The plan only shows 13 parking spaces being provided on the lot and an additional 6 non-conforming parking spaces provided on the side of the building.

Mr. Smith reviewed the Engineer's Letter date February 3, 2020. He questioned how usable the 13 parking spaces will be. The plan appears that the vehicles will need to back out of the parking space and the lot.

Mr. Yonney noted that the proposed parking spaces on the side of the building might be at risk of damage during snow plowing. He also questioned where vehicles will park while the lot is being cleared as Linden Avenue is a Snow Emergency Route.

The Commission noted that the proposed density is more than double what is allowed and that the site cannot accommodate this increase. The Commission was all in agreement that the density and parking is not attainable.

Motion made by Joseph Pampanin, seconded by Kim LaBrake, to recommend Zoning Hearing Board deny variance of section ZO 450-11.D density. Motion carried 7-0.

Motion made by Joseph Pampanin, seconded by Kim LaBrake, to recommend Zoning Hearing Board deny variance of section ZO-20.A (2) and A (7) parking. Motion carried 7-0.

Motion made by Maria Diaz-Joves, seconded by Matthew Milliren, to support ZO 450-11.A allowing proposed office use in combination with residential use. Motion carried 7-0.

Motion made by Matthew Milliren to table this matter. Motion carried 7-0. The applicant offered a time extension until April 30, 2020.

The applicant must go before Zoning Hearing Board for variances. If granted, the plan will return to Planning Commission for review.

3. 20PC03: 58 Hess Avenue Land Development Plan. New Image Enterprises, LLC, 130 South 2<sup>nd</sup> Street, Quakertown, PA 18951. Presented by Keystone Consulting Engineers. Property is located in the R-2 District.

Engineer, Sean Dooley, was present to review the plan. The application is proposing to subdivide an existing 11,700 sf lot into three separate building lots.

Mr. Smith reviewed the Engineer's Letter dated February 3, 2020. He noted that at least three off-street parking spaces need to be provided for each lot.

The applicant is comfortable that they can accommodate the parking requirements. They are seeking a waiver from the requirement to submit preliminary plans.

Motion made by Joseph Pampanin, seconded by Kim LaBrake, to conditionally approve the minor subdivision plan contingent upon meeting all of the requirements outlined in the Engineer's Letter dated February 3, 2020, a reduction in the current spread of sheet flow, and the parking space grade be less than 5 percent. Motion carried 7-0.

4. 20PC04: Kichline Avenue Land Development Plan. Owned by Dano Guerrieri, 2345 Ridge Drive, Hellertown PA 18055. Presented by Keystone Consulting Engineers. Property is located in the Highway Commercial District with Flexible Redevelopment Overlay applied.

Engineer, Sean Dooley, and Dano Guerrieri were present for the meeting. The applicant is proposing to consolidate four existing parcels into a single 1.07 acre lot and then construct a 28 unit multi-family apartment building addition on the existing dwelling. The existing dwelling will be converted into two apartments and two office spaces. There are 51 off-street parking spaces and 9 off-site parking spaces proposed along with lighting, landscaping, sidewalks, sub-surface detention basin, and associated drainage.

Mr. Smith reviewed his Engineer's Letter dated February 6, 2020. The applicant received Council approval to proceed under the Flexible Development Overlay Ordinance. The applicant will widen the intersection of Gum Alley and Clauser Street. If proceeded under the FRO, the buildings will need to meet the site design criteria outlined in ZO 450-17.1 I (1) that includes coordination of colors and materials including the existing building. The parking lot grade is in excess of 5 percent and will need to be addressed. A traffic study will need to be completed to show potential circulation since the units front on Gum Alley. Mr. Pampanin would like to see sidewalk access from the parking lot to Kichline Avenue. Ms. LaBrake requested a one-way exit from the parking lot. Mr. Yonney requested the site of the dumpster be moved for the truck to have better access.

The applicant is seeking two waivers. The first is a waiver from the requirement to submit separate preliminary plan and final plan. The second is a waiver to plant all required trees on site and to offer remaining trees to the Borough to plant on Borough owned property.

Motion made by Matthew Milliren, seconded by Maria Diaz-Joves, to accept the offer to plant remaining required trees off-site on Borough owned property. Motion carried 7-0.

Motion made by Matthew Milliren, seconded by Francene Drake, to waive the requirement to submit separate preliminary and final plans and to treat the plan as preliminary/final plan submission. Motion carried 7-0.

Motion made by Kim LaBrake, seconded by Francene Drake, to conditionally approve the plan contingent upon Engineer's Letter dated February 6, 2020, the addition of a one-way exit from the parking lot, moving the location of the dumpster, installing pedestrian access from parking lot to Kichline Avenue, Lehigh Valley Planning Commission review, and the applicant providing a sample board of materials to Borough Council for approval. Motion carried 7-0.

The applicant will need to update the plan before it can be sent to Borough Council.

5. Discussion on Creek Road Re-Zoning Notice

The Planning Commission received notice from the City of Bethlehem that an applicant requests the re-zoning of 2015 Creek Road from RR Rural Residential to R-RC Residential Retirement Complex to establish a Residential Retirement Complex containing 40 apartments and 60 parking spaces.

Motion made by Matthew Milliren, seconded by Francene Drake, to authorize Mr. Pampanin to send a letter to the Bethlehem Planning Commission recommending that this parcel not be rezoned for the following reasons:

- a) The parcels proximity to flood hazard area and the historical flooding of this area.
- b) Lack of pedestrian access from the parcel to areas West into Hellertown Borough.
- c) Inadequate public street access including narrowness of Creek Road and the possibility of vehicle conflict at Creek Road and Water Street.

Motion carried 7-0.

C. OLD BUSINESS- NONE

D. NEW BUSINESS- NONE

E. ADJOURNMENT

Motion made by Don Werkheiser, seconded by Joseph Pampanin, to adjourn the meeting at 9:05 p.m. Motion carried 7-0.

Respectfully submitted by,

Kris Russo