

PLANNING COMMISSION MEETING MINUTES
TUESDAY, FEBRUARY 14, 2023
7:00 P.M.

**THE MEETING WAS HELD IN-PERSON, VIA ZOOM, AND STREAMED ON FACEBOOK
LIVE**

A. GENERAL FUNCTIONS

1. Call to Order: 7:00 p.m.
2. In Attendance:
 - Maria Diaz-Joves - Present
 - Robert Lepley - Present
 - Kim LaBrake - Present
 - Larry O'Donnell - Present via Zoom
 - Joseph Pampanin - Present
 - Liz Thompson - Present
 - Don Werkheiser - Present

Also in Attendance: Michael Corriere, and Kris Russo. Bryan Smith was absent. Cathy Hartranft and Sheri Eichlin were in attendance via Zoom.

3. Minutes of Previous Meeting

A. January 10, 2023

Motion to approve 1/10/23 minutes by Don Werkheiser, seconded by Maria Diaz-Joves. Motion passed 6-0, Kim LaBrake abstained.

4. Reorganization

Planning Commission -Open discussion to nominate or retain positions on Planning Commission Board.

Joseph Pampanin as Chairperson

Kim LaBrake as Co-Chairperson

Liz Thompson as Secretary

Motion to retain the current nominees for Board positions by Maria Diaz- Joves, seconded by Larry O'Donnell. Motion carried 6-1, Liz Thompson opposed.

B. REVIEW & DELIBERATION

1. Site Plan Submittal: 1368 Main St., Hellertown, PA 18055

Robert Reilly, submitted an application to convert single family home into (2) units. The property is located within the Mixed Zoning District. Bryan Smith, the Borough Engineer discussed the review letter (attached).

Motion to write a letter to the Zoning Hearing Board recommending approval for Special Exception by Liz Thompson, seconded by Kim. Motion carried 7-0.

Motion for conditional approval of the site plan with comments included in Bryan Smith's review letter dated 2/2/23 with the following conditions by Joe Pampanin, seconded by Liz Thompson. Motion carried 7-0.

-Setbacks to be shown with lines and dimensions

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- Striped parking spaces
- light products clarified and their locations
- add screening to parking lots #1 and #2
- location of existing trees
- impervious surface must be shown on plans

C. OLD BUSINESS

1. Zoning/SALDO Comprehensive Review Items: The Planning Commission reviewed a scheduled list of chapters as a comprehensive review of the Zoning and SALDO ordinances. The schedule for February meeting included Article 4 Districts and Boundries. After each meeting, the Planning Commission will comprise a running list of discussions and continue to review monthly. Once the review is completed, the Planning Commission will report back to the Council. Motion to table the discussion until the March meeting due to the absence of Bryan Smith, Engineer, by Liz Thompson. Mr. Smith has been taking notes and assisting with the Zoning/SALDO Comprehensive Review.
2. Joe Pampanin requested Kris Russo discuss light fixtures in the SALDO section at the next Planning Commission meeting on March 14, 2023.
3. There was also a discussion of smoke detectors that are interconnected.

D. NEW BUSINESS

E. ADJOURNMENT

Motion made by Maria Diaz Jovez, seconded by Robert Lepley, to adjourn the meeting at 8:53 p.m. Motion carried 7-0.

Respectfully submitted by,

Kris Russo