

**LOWER MILFORD TOWNSHIP PLANNING COMMISSION
LEHIGH COUNTY, PENNSYLVANIA
MONDAY, SEPTEMBER 9, 2024
REGULAR MEETING MINUTES**

Members Present: Kara Stever, Lois Gadek, Ellen Koplín, Cathleen Bannon, John Harbove and John Bannon.

Others Present: Mark Cappuccio (Solicitor), Emily Fucci (Zoning Officer/Planning Administrator), Michael Smith (Township Engineer) and 2 members of the public.

1. The meeting was called to order at approximately 6:38PM by Gadek.
2. All stood for Pledge of Allegiance
3. Review and Approve Minutes of the August 5, 2024 Regular Planning Commission (PC) Meeting.
 - A. Gadek, Stever, Harbove and Cappuccio provided Fucci with corrections to the minutes. Gadek requested the minutes are resubmitted for consideration in October.
4. 1200 Beverly Hills Road Preliminary Plan. Submitted October 27, 2021. Expires September 13, 2024. Action Due: September 9, 2024. Owner: 1200 Beverly Hills, LLC. Developer: Mar Mar Builders. Property consisting of 64.06 acres located at 1200 Beverly Hills Road in the Rural Residential-2 (RR-2) zoning district. Proposed 19 residential lots and 4 open space lots.
 - A. Cappuccio informed the PC that he had spoken with the new attorney representing Mar Mar Builders and they requested information on the PC's prior requests regarding enlarging the lot containing the original farmhouse and barn, and regarding the use of a cul-de-sac instead of a through street.
 1. Stever questioned why members of the PC did not want to extend the existing roads in Tara Lee Estates and opted for a cul-de-sac. Koplín recalled the residents from Tara Lee who came to a prior PC meeting and expressed their concerns for increased traffic and speeding. Koplín also referenced a review letter on the project from the Lehigh Valley Planning Commission where they encouraged a cul-de-sac. Stever expressed her thoughts that the traffic would still be sent onto Standard Lane and Grant Road, regardless of the roadway type. Smith commented that the configuration of roadways in Tara Lee would allow a through street to be used as a short cut.
 2. Gadek commented on the importance of listening to the affected property owners and incorporating their requests when possible.
 - B. Gadek announced receipt of the September 9, 2024 extension of time request submitted on behalf of the developer until December 15, 2024.
 - a. **Motion** by Stever to accept the developer's extension of time request until December 15, 2024. **Seconded** by C. Bannon and **unanimously approved**.

5. 6341 Hoffman Lane Land Development Plan. Submitted October 19, 2022. Expires October 7, 2024. Action Due: October 7, 2024. Owner: S.J.C. Development Group, LLC. Property consisting of 1.5 acres located at 6341 Hoffman Lane in the Village Center zoning district. Plans presented for review of modifications present on the property that were completed without prior approval and differ from approved Village Center Subdivision Plan of June 17, 2005.

A. Gadek announced that five photographs were received from the applicant without any context or explanation of what they contained, and no new review letters had been issued.

B. Cappuccio informed the PC that he had spoken with counsel for the applicant and advised them that attendance at the meeting to continue discussions was important, but was told that the applicant was unable to attend. Cappuccio announced that plans were submitted to the Township on Friday, September 6, 2024. Cappuccio was informed by applicant's counsel that the traffic count was not in progress but not finished.

C. Cappuccio informed the PC that the applicant had expressed their interest in attending a workshop meeting on September 23rd or September 30th. Fucci confirmed that the advertised workshop meeting date was September 16th. A consensus was received that a workshop meeting was unable to be held with such short notice.

D. Gadek expressed her annoyance at the applicant's failure to make progress on the plans and their failure to attend the meeting. Gadek stated that the PC has accommodated the applicant time and time again, granted multiple extensions and held a special workshop as a courtesy to the applicant to allow them to meet the court ordered deadline. Gadek further stated the PC has, in response, received submissions lacking in information, lacking preparation and requests that are unfair to the Township.

1. Smith noted that Cowan Associates has accepted submittals previously with short notice and done their best to accommodate a quick review schedule. The time frames for review have been shortened from the standard time frame for PC submissions. Gadek commented on her appreciation for Cowan's effort, but that the applicant's actions were unfair to Cowan.

E. J. Bannon questioned the unmarked photographs the PC had received and stated that the landscaping issues were still unresolved. Gadek commented that the photographs should have been accompanied with explanations, referencing the appropriate SALDO sections. Gadek found their submission to be insulting. Stever expressed that she had expected the applicant to make good faith efforts with their submissions.

1. Tim Cogle commented that he did not believe the photographs showed the rear property line, noting that the applicant admitted to trimming the pine tree buffer on the rear property line. Stever commented she would like to see the applicant add more trees in the rear of the property.

F. Gadek requested Cappuccio draft a letter to the applicant advising them of the PC's dissatisfaction with their lack of attendance and poor submission.

G. Koplin asked if Smith had received an opinion of cost. Smith confirmed he did not. Smith asked Cappuccio to advise on when the opinion of cost for the financial security agreement is usually submitted. Koplin commented that the PC always has an idea of the cost prior to plan approval. Smith requested Cappuccio include a request for them to submit the cost estimate in his letter.

H. Koplin inquired if the square footage of earth disturbance was known, and if erosion and sedimentation control plan review from the Lehigh County Conservation District (LCCD) would be needed. Koplin commented that review letters from outside agencies, such as the LCCD, are usually received prior to approval. Smith and Fucci were unaware if plans had been submitted to the LCCD.

6. Limeport Vision Plan

A. Koplin suggested a workshop meeting is utilized for the PC and Board of Supervisors to sit down and review the Limeport Vision Plan in detail and map out possible locations for trails and parks. Discussion was held on various options for placement. A consensus was received that the PC will discuss the plan in detail in November.


7. Public Comment

A. None received

8. Adjourn Meeting

A. **Motion** by Harbove to adjourn the meeting. **Seconded** by C. Bannon. **Carried unanimously**. Meeting adjourned at approximately 8:23PM.

Respectfully Submitted,



Emily A. Fucci
Lower Milford Township
Planning Commission Secretary