

**LOWER MILFORD TOWNSHIP PLANNING COMMISSION
LEHIGH COUNTY, PENNSYLVANIA
MONDAY, JANUARY 13, 2025
REGULAR MEETING MINUTES**

Members Present: Kara Stever, Ellen Koplin, Cathleen Bannon, John Harbove and John Bannon.

Others Present: Mark Cappuccio (Solicitor), Emily Fucci (Zoning Officer/Planning Administrator), Todd Myers (Township Engineer) and 10 members of the public.

1. The meeting was called to order at approximately 6:33PM by C. Bannon.
2. All stood for Pledge of Allegiance.
3. Organize Commission
 - A. Bannon requested the organization of the Planning Commission (PC) be tabled until Lois Gadek is present. A consensus was received to table the organization.
4. Set Regular Meeting Dates and Times for 2025 – Currently the first Monday of every month, with the meeting being moved to the second Monday of the month in the event of a holiday, beginning at 6:30PM and 5. Set Workshop Meeting Dates and Times for 2024 – Currently the third Monday of every month beginning at 6:30PM
 - A. Motion by J. Bannon to approve the regular meeting dates for 2025 as the first Monday of every month at 6:30PM, being moved to the second Monday of the month in the event of a holiday, and to approve the workshop meetings dates for 2025 as the third Monday of every month at 6:30PM, as needed. Seconded by Harbove and unanimously approved.
6. Review and Approve Minutes of the December 2, 2024 Regular Planning Commission Meeting.
 - A. **Motion** by Stever to approve the minutes of December 2, 2024 as presented. **Seconded** by Koplin and **unanimously approved**.
7. 1200 Beverly Hills Road Preliminary Plan. Submitted October 27, 2021. Expires March 2, 2025. Action Due: February 3, 2025. 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. Michael Meginniss, attorney for the applicant, and Mark Havers, engineer for the applicant, introduced themselves to the PC and provided an overview of the plans. Havers summarized the changes made to the plans since the last PC review, which included widening Standard Lane to continue curbing from Tara Lee Estates, adding sidewalk and connecting trails in the development, adding six table top speed humps for traffic calming on the proposed roadway and adding additional buffering of evergreen trees along property lines. Havers confirmed they located the septic for the existing farmhouse and located the wells for all dwellings on Standard Lane and in Tara Lee Estates.

B. Meginniss stated that the intent is for the trail system is to be kept by the Homeowners Association (HOA) for maintenance. Koplin questioned how the ten acres of open space across Beverly Hills Road was going to be utilized and if it would be available to the development residents. Havers stated it would remain as a meadow or be used for making hay. Meginnis stated that if the HOA desired to utilize the field, there are no current plans to restrict its use.

C. J. Bannon asked if the acreage of lot 19A, which contains the property's original home, had changed. Koplin voiced that enough open space to support the keeping of farm animals should be reserved for use by lot 19A and it's lot size increased. Meginniss responded that they reviewed the practicality of putting an easement over a portion of the open space that would designate it for agricultural use by lot 19A. Meginniss stated they have not created an additional lot or placed additional acreage with lot 19A. Koplin reiterated that the PC wants to see the historic property preserved and the original agricultural buildings used for their intended purpose. Meginniss responded that he believes placing an easement creates the same result without changing the lot lines.

D. J. Bannon inquired about the proposed roadway connecting to Tara Lee Estates and noted the PC previously requested a cul-de-sac be considered. Koplin reiterated the PC's concern about a thru-street being utilized as a short cut and disrupting Tara Lee Estates. Koplin called the creation of a thru-street a disservice to the current residents in Tara Lee Estates and the future residents in the new development. Koplin noted that the prior attorney for Mar Mar Builders refused to discuss the concept of a cul-de-sac despite the PC's firm request. Meginniss noted that revising the plans for a cul-de-sac would greatly change the design of the stormwater calculations and septic testing, calling it not practical.

E. Myers read the December 20, 2024 Cowan Associates, Inc review letter aloud and discussion was generated on the following:

1. Koplin asked if Cowan previously looked at the Open Space Design criteria for setbacks. Myers responded that he thought it was reviewed under the criteria for RR-2 and would verify.
2. Koplin asked if all natural springs had been located on the site and referenced comments made by the previous property owners that multiple natural springs were located on the property. Havers responded they performed a wetlands study and did not find any springs. Koplin countered that springs may not show up on a wetlands study.
3. Koplin inquired on the status of the sewage facilities planning module and stated it may not be accurate if the road design changes.
4. Myers read the list of requested waivers aloud. Koplin asked that no waivers are granted at this time until the open issues regarding the size of lot 19A and the road configuration are resolved. The PC was in consensus not to take action on the waivers.

5. Koplin asked if the proposed trails are required to be ADA compliant. Myers responded they were not required to be.

6. Havers commented that sidewalks are only on one side of the street to minimize impervious surface coverage and to allow for roadside swales. Havers confirmed there will be swales at the driveway entrances.

7. Meginniss confirmed the HOA will be responsible for maintenance of the proposed basins.

8. Havers confirmed the NPDES permit with the Lehigh County Conservation District (LCCD) was in the review process. Koplin requested the Township be copied on all future correspondence.

F. Stever questioned how close lots 3 and 4 are located to lot 19A and what setback must be followed for the keeping of farm animals. Koplin commented that the requirements to keep farm animals as “domestic pets” are different than animal husbandry. Meginniss stated he will confirm they have reviewed the correct setbacks.

G. Phyllis Reiss, 1486 Westview Drive, expressed her concern that the Lehigh County Authority well that services properties on Beverly Hills Road was not included as a recipient of the certified letters for well monitoring. Reiss requested that the well is included in the survey. Meginniss provided Reiss with his contact information and Cappuccio requested the PC be advised at the next meeting of the results of their conversation.

H. Lisa McGill, 7034 Ridge Avenue, asked if Upper Saucon Township needs to be included in the discussion on the roadways. Koplin responded that Upper Saucon Township was previously made aware and provided with copies of the plans. McGill commented on the coordinated snow removal services between Upper Saucon and Lower Milford Township in Tara Lee Estates. McGill also expressed concerns on increased traffic in the development and how the proposed roadway appears to be 10 feet narrower than the roads in Tara Lee Estates.

8. Alburtis Borough Zoning Ordinance Amendment

A. C. Bannon announced receipt of the Alburtis Borough zoning ordinance amendment. No comments were received from the PC. Fucci will write a “thank you” letter to Alburtis.

9. Public Comment

A. None received.

10. Adjourn Meeting

A. **Motion** by Harbove to adjourn the meeting. **Seconded** by J. Bannon and **unanimously approved**. Meeting adjourned at approximately 7:57PM.

January 13, 2025 Planning Commission Regular Meeting Minutes

Respectfully Submitted,



Emily A. Fucci
Lower Milford Township
Planning Commission Secretary

APPROVED