

**UPPER NAZARETH TOWNSHIP  
PLANNING COMMISSION  
100 NEWPORT AVENUE  
NAZARETH, PA 18064**

Minutes of May 13, 2021

The reorganizational meeting of the Upper Nazareth Township Planning Commission was called to order by Solicitor Gary Asteak at 7:00 p.m. on Thursday, May 13, 2021, in the Township Building. Attorney Asteak took over as temporary chair of the meeting. Attorney Asteak asked for nominations for Chairman of the Planning Commission for the year 2021.

Motion was made by Mrs. Berlew to nominate Mr. Sylvainus as Chairman of the Planning Commission for 2021 and seconded by Mrs. Smith. There being no other nominations, Mr. Sylvainus was elected Chairman by all voting aye.(4-0). Mr. Sylvainus assumed the Chairman's Chair.

Motion was made by Mr. Benfield to nominate Mrs. Berlew as Vice Chair of the Planning Commission for 2021 and seconded by Mrs. Smith. There being no other nominations, motion carried with Mrs. Berlew assuming the Vice Chair of the Planning Commission for 2021 by all voting aye. (4-0).

Motion was made by Mrs. Smith to nominate Mr. Benfield as Secretary of the Planning Commission for 2021 and seconded by Mrs. Berlew. There being no other nominations, motion carried with Mr. Benfield assuming the Secretary position of the Planning Commission for 2021 by all voting aye. (4-0)

The regular meeting of the Upper Nazareth Township Planning Commission was called to order by Chairman Scott Sylvainus at 7:02 p.m. on Thursday, May 13, 2021, in the Township Building. Present were: Pamela Berlew, Jay Benfield, Kelly-Jo Smith, Scott Sylvainus, Zoning Officer John Soloe, Township Solicitor Gary Asteak, Township Manager Lisa Klem and Township Engineer Dr. Sean Dooley. Absent: Jim Campana.

**APPROVAL OF MINUTES:**

Motion was made by Mrs. Berlew and seconded by Mrs. Smith to approve the November 12, 2020 meeting minutes. Motion carried. (4-0)

**NEWBUSINESS:**

**The Heritage Village Campus of Moravian Hall Square – Phases 5 & 6**

Chris Brown, landscape architect of the project and board member, explained the overall project and specifically Phases 5 & 6. He explained that the overall density is less than originally planned and Phases 1 and 2 are fully occupied and Phase 3 has one unit unoccupied Phase 4 is less because of the pandemic. Phase 5 is the southernmost area and Phase 6 is the northwestern portion of the project. The schedule for Phase 5 to start would be at the earliest latter this year, construction June of next year and deliver cottages in November of 2022 and completing construction about November of 2023. Phase 6 would be made ready while constructing Phase 5 so when Phase 5 is complete Phase 6 would be pad ready. Construction of cottages would begin no earlier than September of 2023, deliver units in the spring of 2024 and complete construction by the end of 2024.

He went on to explain about the usual waivers for the driveways but revise the request to include storm water provision. He also felt that with no major changes that a conditional approval would be in order.

Sean Dooley, Township Engineer went over his letter dated May 8, 2021, highlighted the items that needed improvement and recommended holding approval over one cycle until these items could be resolved.

John Soloe, Township Zoning Officer explained about the distances concerning House 110 and its proximity to the property line. If House 110 was removed it would be appreciated.

Mr. Brown explained possibilities of where the house may be placed or changing some to half doubles or twins.

After discussion by the planning, it was decided to wait until next month's meeting to act upon their recommendation for approval.

### Project Tadmor 2 Final Plan & Minor Subdivision

Plan description is development of an industrial (warehouse) building sized at 1,006,155 sf with adjacent on-lot trailer and passenger vehicle parking. Also consolidation of 3 lots under the same ownership and conveyance of a portion of the Exigo property, which was previously Preliminarily approved by the Board of Supervisors. Jim Vozar of JVI, LLC updated the Commission on what has happened over the last few months.

Sean Dooley, Township Engineer explained his letter dated May 7, 2021.

A discussion followed concerning storm water and storm sewer collection system that will be dedicated to the Township. Also discussed was section 8.9.a and b to notify the neighbors affected by the storm water.

Mrs Berlew made a motion and seconded by Mrs. Smith to recommend to the Board of Supervisors conditional final plan approval for Project Tadmor 2 Warehouse Development subject to KCE's review letter dated May 7, 2021, provide documentation that certified letters were sent to those affected landowners in regards to Section VIII.9.a and 9.b on page 12 of said letter, that the Board of Supervisors accept dedication of storm water facilities from R-10A at north side of Driveway-1 through S-12A at south side of Driveway-2 including inlets R-10A, R-10, R-9, R-8, R-7 and S12A, pipes R-10A, R-10, R-9, R-8, R-7 (we note Pipe R-8 and R-7 are double barrel RCP pipes), headwall HW R-27, double Inlet R-26Bubbler and inlet R-25Pipes R-27, R-26, and R-25 referenced on pages 20 and 21 also of said letter, and resubmit a clean set of pertinent documents to the Township for review fourteen (14) days prior to the Board of Supervisors Meeting for which the proposed Subdivision and Land Development Plans will be considered for Final Plan approval. Motion carried with all voting aye (4-0).

### OLD BUSINESS:

The Planning Commission discussed the putting the UNT Comprehensive Plan on June's agenda and talked about the Multi Municipal Plan and the similarity with the County Plan. Discussion was had concerning the need to review and update our Zoning ordinances to better demonstrate our township.

### COURTESY OF THE FLOOR:

Public participation was virtual via-go to webinar and there were no comments or questions.

### ADJOURNMENT:

**Motion** was made by Mrs. Smith and seconded by Mrs. Berlew to adjourn the meeting at 8:47 p.m. Motion carried with all voting aye (4-0).

Respectfully submitted,  
Jay Benfield, Secretary

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Minutes of June 10, 2021

The regular meeting of the Upper Nazareth Township Planning Commission was called to order by Chairman Scott Sylvainus at 7:00 p.m. on Thursday, June 10, 2021, in the Township Building. Present were: Pamela Berlew, Jay Benfield, Kelly-Jo Smith, Scott Sylvainus, Jim Campana, Zoning Officer John Soloe, Township Solicitor Gary Asteak, Township Manager Lisa Klem and Township Engineer Dr. Sean Dooley.

**APPROVAL OF MINUTES:**

Motion was made by Mrs. Smith and seconded by Mrs. Berlew to approve the May 13, 2021 meeting minutes. Motion carried with Jim Campana abstaining. (4-0)

**NEWBUSINESS:**

**Sketch Plan for Overlook Estates**

Phill Malitsch of Hanover Engineering representing One More at Overlook, LLC for the Overlook Estates Sketch Plan, explained that it is a development scheme for 3 parcels of land, technically 4 parcels, the latter is for lot line adjustment, located at the corner of Sterner Road and Michaels School House Road. A total of twenty-six lots each having their own well and septic.

After some discussion, it was decided not to take any action on this sketch plan at this time.

**OLD BUSINESS:**

**Revised LD Plans for Heritage Village Ph 5 & 6:**

Chris Brown explained the change to Cottage 110 to make it a one car garage so as to increase the distance to the parcel on the north side. With a few updates to the plans, we are here to ask for conditional preliminary and final approval and a few waivers.

Mrs. Berlew made the motion to recommend to the Board of Supervisors to approve the waiver of SALDO 733.616 for units 89, 90, 107, 108, 109, 112, 113, 114, 124 and 126, Mr. Campana seconded the motion. Motion carried 5 - 0.

Mr. Benfield made the motion to recommend to the Board of Supervisors to approve the waiver of the Bushkill Creek Act 167, Chapter 23A, Section 307.8, seconded by Mrs. Smith. Motion carried 5 - 0.

A motion was made by Mr. Sylvainus seconded by Mrs. Berlew to recommend to the Board of Supervisors preliminary and final approval for Heritage Village Phase 5 & 6 Land Development Plan conditioned upon KCE's letter dated June 6, 2021. Motion carried 5 - 0.

**Other Business:**

Discussed Scenic View's plan with many street lights that have already been approved to adjust that number down and recommending to the Board of Supervisors a recording secretary for the Planning Commission instead of using one of its members to record the minutes, also discussed was the Multi Municipal Comprehensive Plan and the UNT Municipal Comprehensive Plan.

**COURTESY OF THE FLOOR:**

Public participation was virtual via-go to webinar and there was one question about getting small copies of the plans and he said they were hard to read.

**ADJOURNMENT:**

Motion was made by Mr. Campana and seconded by Mrs. Smith to adjourn the meeting at 8:40 p.m. Motion carried with all voting aye (4-0).

Respectfully submitted,  
Jay Benfield, Secretary

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Minutes of November 11, 2021

The regular meeting of the Upper Nazareth Township Planning Commission was called to order by Chairman Scott Sylvainus at 7:11 p.m. on Thursday, June 10, 2021, in the Township Building. Present were: Pamela Berlew, Jay Benfield, Kelly-Jo Smith, Scott Sylvainus, Jim Campana, Absent were Zoning Officer John Soloe, Township Solicitor Gary Asteak, Township Manager Lisa Klem and Township Engineer Dr. Sean Dooley.

**APPROVAL OF MINUTES:**

Motion was made by Mr. Campana and seconded Mrs. Smith to approve the June 10, 2021 meeting minutes. Motion carried. (5-0)

**NEWBUSINESS:**

Discussed Multi Municipal Comprehensive Plan

**OLD BUSINESS:**

**None**

**Other Business:**

None

**COURTESY OF THE FLOOR:**

Kristen Mullen made some general comments on the Municipal Comprehensive Plan.

**ADJOURNMENT:**

Motion was made by Mrs. Smith and seconded by Mr. Campana to adjourn the meeting at 8:54 p.m. Motion carried with all voting aye (5-0).

Respectfully submitted,  
Jay Benfield, Secretary