

PLAINFIELD TOWNSHIP

PLANNING COMMISSION MEETING MINUTES

Monday July 17, 2023

A meeting of the Plainfield Township Planning Commission was held on Monday, July 17, 2023, at the Plainfield Township Volunteer Fire Co Fire Hall located at 6480 Sullivan Tr. Wind Gap, PA 18091. Chairman Paul Levits called the meeting to order at 7:00 PM. The Pledge of Allegiance was performed.

**ROLL CALL:** The following Commissioners were present. Paul Levits, Robin Dingle, Terry Kleintop, Robert Simpson, and Glenn Geissinger. Also present were Solicitor David Backenstoe, Township Engineer, Jeff Ott, Township Traffic Engineer, Peter Terry, Township Manager Jeff Bartlett, and Township Secretary, Kelly Unangst.

**APPROVAL OF MINUTES:** Approval of the June 19, 2023, Planning Commission Meeting Minutes. A motion was made by Commissioner Kleintop and seconded by Commissioner Geissinger. Vote: 3-0 with 2 abstentions.

**OLD BUSINESS:** The following Planning Commission Submissions were tabled:

**PC-2021-015—N.A.P.E.R. Development Inc.** Site Grading Plan Land Development Application

**PC-2022-015—JVI LLC/Green Knight Economic Development Corp.** 45-65 Beers Way Land Development Application

**PC-2022-019—BH Paving Inc.** Pennsylvania Ave. Land Development Application

**PC-2022-021—Sencan Car Dealership** Blue Valley Dr. Land Development Application

**PC-2022-023—Colton RV** Land Development Application

**PC-2022-010—RPM Metals Recycling** 701 N. Broadway Wind Gap Special Exception Site Plan

**A motion was made by Commissioner Geissinger and seconded by Commissioner Simpson to table the above six Planning Commission submissions. No comments or questions from the Planning Commission or audience. Vote 5-0**

**PC-2021-009—CRG Services Management, LLC** 905 W. Pennsylvania Ave. Pen Argyl, PA

**Application Received:** July 26, 2021

**Expires:** August 31, 2023,

**Re-Submission Received:** June 10, 2023

Representing and Presenting for CRG was Julie Wagner-Burkart, Blake Marles with Stevens & Lee, and Matt Chartrand, P.E. with Bohler Engineering. Ms. Wagner-Burkart reviewed the list of requirements and stated what documentation CRG has obtained. Since this project is in both

Plainfield Township and Wind Gap Borough, they have been working with Wind Gap Borough to obtain approval for the project. Ms. Wagner-Burkart stated that CRG has obtained the following;

Preliminary Plan Approval from Wind Gap Borough

Will Serve Letter from Wind Gap Sewer Authority for capacity needed for this project.

NPDES Permit in totality.

PennDOT HOP (Highway Occupancy Permit) – plan approved, awaiting final paperwork.

Ott Consulting Review Letter dated July 10, 2023. Ms. Wagner-Burkhardt stated that their goal for the evening was to go through Ott's Review Letter and get the Planning Commission's thoughts on Mr. Ott's letter.

Commissioner Kleintop asked if the Planning Commission had received a copy of the Will Serve Letter from Wind Gap Sewer Authority. Chairman Levits stated the P.C. received a Conditional Will Serve Letter because it didn't meet specifications.

Commissioner Dingle stated if the Wind Gap Borough Sewer Authority does not yet have complete ability to serve CRG for the project, this will affect how the Planning Commission makes their decisions. The project is unable to proceed if this portion does not receive approval. Ms. Wagner-Burkart stated that since the project would go before the Board of Supervisors for final approval that the Planning Commission is able to review things as they currently stand knowing that the Board of Supervisors will review everything once more. Matt Chartrand from Bohler Engineering stated that CRG would have its own private pump station on the property that will pump to Wind Gap Municipal Authority. Wind Gap Planning Commission has approved a preliminary plan. There are issues with piping and draining similar to issues they have heard from Pen Argyl. Mr. Marles stated that CRG has been able to work with Wind Gap Municipal Authority to rectify some of their current issues. These are not issues being caused by the CRG Project, but they are willing to assist W.G.M.A. so the Authority is better equipped to manage the flow they currently have in addition to what CRG will bring to the Authority. The current piping W.G.M.A. has is insufficient to manage the amount of flow that will come to the plant. This will be a major upgrade to the Wind Gap Municipal Authority Commissioner Dingle asked Mr. Chartrand where the pump station will be located. He stated it will be on site and will flow to the West out to Industrial Blvd. to the Municipal Authority. He stated it will run under pressure and will be several hundred feet long. Commissioners Dingle and Kleintop asked Mr. Chartrand some questions regarding placement of piping that will run from the main pumping station to the Municipal Authority. Mr. Chartrand stated that most of the piping will be underground or just along the edge of roadways but that there is nothing planned that will go outside of the original CRG footprint submitted in their plans. He stated that none of the piping will be in Plainfield Township, only Wind Gap Borough. There was discussion and explanation of where the piping will travel.

Mr. Chartrand from Bohler Engineering began going through Ott Consulting letter dated July 10, 2023. All Sections listed throughout refer to Plainfield Township Codified Ordinance Chapter 22 Subdivision and Land Development.

**LOT CONSOLIDATION:**

- 1. 22-202** – Will comply after final approval
- 2. 22-703.1.A** – Previously approved by Plainfield Township Planning Commission on October 12, 2022, meeting.
- 3. 22-703.1.B** – Will comply
- 4. 22-703.1.C** -- Previously approved by Plainfield Township Planning Commission on October 12, 2022, meeting.
- 5. 22-703.2.B.1 & 22-703.2.C** – Will comply; requesting descriptions be listed after a preliminary approval from the Planning Commission so they know that the descriptions will not change at that point.
- 6. 22-703.2.C & 22-703.2.D & 22-703.2.E** -- Will comply; requesting signature blocks be executed after a preliminary approval from the Planning Commission
- 7. 22-703.2.C.3** – Will comply
- 8. 22-703.2.F** – Will comply
- 9. 22-703.3 & 22-703.5** – Mr. Chartrand stated he believes an aerial view of the property may be sufficient. They were trying to avoid going on to resident’s properties for surveying if an aerial view would satisfy the Planning Commission. Commissioner Dingle stated that an aerial view should be dated since sometimes views are not current and do not show more recent developments. She stated that an aerial view will not show off site, down gradient receptors such as wetlands, streams or flow patterns that would show where water can go in the future. Commissioner Dingle also stated that a Google aerial map also will not take into account native species. Mr. Chartrand stated that part of obtaining their MPDS Permit included the previously mentioned by Commissioner Dingle, and asked if the findings included in the report submitted for the NPDES Permit could be considered for the Plainfield Township Planning Commission. Commissioner Dingle asked if wetlands have been identified. He stated that they have identified wetlands both off and on the site. There is one wetland area that will be disturbed because of where one of the roads will be located. He stated CRG plans to expand the area at a 1:1 ratio for each section they disrupt, they will expand the area to make up for this. Wind Gap Borough approved this at this time.
- 10. 22-703.4.A & 22-703.7.A** – Will comply
- 11. 22-703.4.B & 22-10220** – Will comply

**12. 22-703.4.C & 22-703.7.D & 22-703.8 – Will comply.**

A. Solicitor Backenstoe stated that to the extent CRG acquires the land surrounding the paper streets, there would be no issue, as CRG would then own the paper streets. To the extent that there is a private, third-party landowner who is either part of the plan, sub-division, or lot consolidation, then like in any other plan, the private, third-party entity would have to sign off. Julie Wagner-Burkart asked if this is the case if the plans remain as they currently are where there is no impact. Solicitor Backenstoe asked if there is a third-party landowner currently depicted on CRG's plans. Ms. Burkart and Mr. Marles stated there currently is not. Solicitor Backenstoe stated he found this to be odd because CRG's property encompasses another property that is surrounded by CRG. It is as if there is an island in CRG's property that is excluded from the plan. Solicitor Backenstoe believes that the Planning Commission and the Board of Supervisors would want to see representation of this property on the plans and that if he, himself, had property that was going to be reflected on site plans, he would want to be made aware of this and sign off on receiving notification of such. Commissioner Kleintop stated that currently, this landowner's driveway is crossing on to the paper street that is CRG's property. Commissioner Kleintop asked if the landowner is aware of this or if it is something the landowner is not aware of. Mr. Chartrand stated that he believes this is something the landowner is unaware of. They have not reached out to the landowner because CRG's plans do not change land ownership or access to the paper street for this landowner. He stated that they have no need to ever utilize the paper street to create a driveway to Constitution Ave. Solicitor Backenstoe stated that the Planning Commission, whom he has worked with for many years, and the Board of Supervisors, is not going to want to approve a preliminary plan and have the possibility of three landowners coming into the office stating, "How could you do this to us?" Ms. Burkart confirmed that Solicitor Backenstoe feels that an easement would be the best solution. Solicitor Backenstoe stated that this would be one solution. Commissioner Dingle stated that it would give the Planning Commission peace of mind to see something in writing that has notified the landowner and had them sign something that states they are aware of the paper street, agree to an easement, and they will not need to move their driveway. Commissioner Dingle stated that if the landowner decided they did not want to enter into an easement agreement with CRG and would rather take their driveway back to their landlocked property area, at least they would be aware and have the option to accept an easement or not. Engineer Ott stated that the landowner is Mr. Deitzi.

B. Mr. Chartrand stated that they are taking measurements for the right-of-way as they normally would in any project. He stated that there is going to be a gap where the ultimate right-of-way will end before PennDOT's right-of-way begins. He stated that PennDOT rarely takes any more than what is absolutely needed. Mr. Chartrand asked if Plainfield Township would want the gap of land, thus having to maintain it. Solicitor Backenstoe asked for Engineer Ott's recommendation. Mr. Ott stated that the township does not want a right of way along a state road because it would open the township to liability and maintenance. Again, this is specific to 512.

In respect to 22-703.4.C and 22-703.7.D, a motion was made by Commissioner Geissinger and seconded by Commissioner Simpson to decline the strip of land between the ultimate right of way and PennDOT's right of way as it is specific to 512 only. No comments or questions from the Planning Commission or audience. Vote: 5-0

C. Will comply.

D. Will comply.

E. Will comply.

13. **22-1004.3.B & 22-1007.8**-- Matt requested that the Planning Commission allow this section to be deferred until the Land Development section so it can be listed there and one time, rather than in the Lot Consolidation section. A motion was made by Commissioner Kleintop and seconded by Commissioner Dingle to defer the listing of 22-1004.3.B & 22-1007.8 until the Land Development section. No comments or questions from the Planning Commission or the audience. Vote: 5-0

14. **22-1023**—Will comply.

**MAJOR SUBDIVISION:**

1. **22-202 & 22-503.4.D.1 & 22-503.5.E.2 & 22-1007.4**-- Will comply as long as there is no easement or right of way and that this portion of land remains part of Lot # 2. Discussion ensued between the Planning Commission, Solicitor, and CRG representatives regarding a private drive vs. public road. CRG stated that they are not offering this section of land for dedication, but they will agree to an easement with Plainfield Township. CRG asked if Plainfield Township will then want to maintain the area. Matt also suggested that they could gate the lane and keep it a private drive, so it is not used as a short cut by the public.

2. **22-502.4.A**—Will comply.

3. **22-503.1.B.1**—Scale plans waiver previously granted

4. **22.503.1.B.2**—Will comply.

5. **22-503.2.A**—Previously granted waiver.

6. **22-503.3.F & 22-503.5.B & 22-503.5.C**—Will comply

7. **22-503.4.A.2 & 22-503.5.D.1 & 22-503.5.D.6 & 22-503.5.E.1**—Will comply

8. **22-503.4.A.4 & 22-503.4.D.9 & 22-1020**—Will comply after approval.

9. **22-503.4.B**—Will comply

10. **22-503.4.C**—Is an aerial view sufficient? To what degree does the township need additional information?

11. **22-503.4.C.1 & 22-503.4.C.7 & 22-503.4.D.5 & 22-504.1.A & 22-1004.11.A & 22-1009.13—**

A. Discussed under **Major Subdivision # 1**

B. This storm drainage easement is split between Lots 1 & 2. Plainfield Township's code states that a utility easement must be present on each side of the property line. This easement takes up most of this basin. CRG has requested a waiver to strike the placement of the lot line where it is shown. Plainfield Township's S.A.L.D.O is worded as such that CRG would need a waive to be able to strike the placement of the lot line because it crosses between the top and the toe of this basin.

C. Discussed under **Lot Consolidation # 12 B**

D. To reword to state that in the 60' wide easement being placed along Industrial Blvd. this easement will encompass utilities as well.

E. Will comply. Easements will be accessible no matter where they are located if they are associated with utilities.

F. Will comply.

G. Will comply.

12. **22-504.2 & 22-1011—**Will comply.

13. **22-504.9—**Will comply.

14. **22-504.10 & 22-1023—**Will comply.

15. **22-504.12—**Will comply.

16. **22-1003.2 & 6—**Will comply. Engineer Ott stated that this was left in the letter as a reminder for him. He understands that this cannot be done until construction begins. Mr. Chartrand stated that as part of CRG obtaining their MPDS Permit, this issue had to be rectified and they had to prove that they would not be making the situation any worse.

17. **22-1004.3.B & 22-1007.8--** Does Plainfield Township want the Right-of-Way along a township road between CRG's Right-of-Way and the ultimate Right-of-Way along Speer St. and Constitution Ave. in broken up areas. A motion was made by Commissioner Simpson and seconded by Commissioner Kleintop that the applicant will depict on the plan that they are going to dedicate the Right-of-Way in accordance with 22-1004.3.B & 22-1007.8. No comments from the Planning Commission or audience. Vote: 5-0.

18. **22.1007.2—**Does not concern Plainfield Township. Applicant will submit an agreement between them and Wind Gap Borough to Plainfield Township.

19. **22-1009.7.C—**Returns to discussion from Major Subdivision # 11 B

**A motion was made by Commissioner Simpson and seconded by Commissioner Dingle to grant the applicant's waiver request for 22-1009.7.C provided the applicant uses the verbiage of proper maintenance of basin easement and that an agreement between all property owners involved is established. No comments from the Planning Commission or audience. Vote: 5-0**

20. **22-202**—A motion was made by Commissioner Kleintop and seconded by Commissioner Dingle to defer this topic of discussion until the Land Development portion of review. No comments from the Planning Commission or audience. Vote: 5-0

**LAND DEVELOPMENT:**

1. **22-202**—Made as a note/comment
2. **22-502.4.A**—Will comply.
3. **22-502.10 & 22-503.4.D.4**— Solicitor Backenstoe stated that two applications have been submitted for the same parcel. One needs to be withdrawn prior to a projects' preliminary approval. Solicitor Backenstoe stated he will look into this. He is concerned that two separate potential owners for his land have submitted two separate applications for this parcel. Who owns the property and to whom is the property being sold? CRG has been progressing through the application process and RPM has submitted and application for this parcel.
4. **22-503.1.A.4 & 22-503.8**—Will comply.
5. **22-503.1.A.5 & 22-503.9 & 22.1004.6**—Will comply.
6. **22-503.1.A.6-8 & 22-503.7.B & C & 22-503.10 & 22-1009.8-10--**  
A through S—Will comply.
7. **22-503.1.B.1**—Waiver granted previously.
8. **22-503.2.A**—Waiver granted previously.
9. **22-503.3.F & 22-503.5.B & 22-503.5.C--** Will comply once preliminary approval is received.
10. **22-503.4.A.2 & 22-503.5.D.1 & 22-503.5.D.6 & 22-503.5.E.1**—Will comply once preliminary approval is received.
11. **22-503.4.A.4 & 22-503.4.D.9 & 22-1020**—Will comply once preliminary approval is received.
12. **22-503.4.B**—Waiver granted previously.  
**22-503.4.C**—Previously held off on discussing this under Major Subdivision. Is an aerial view sufficient? To what degree does the township need additional information?

**A motion was made by Commissioner Dingle and seconded by Commissioner Kleintop to grant the applicant a partial waiver for applicant to show all existing utilities, natural features,**

**and man-made features within 100 feet of the proposed limits of disturbance as represented on the plans. No comments from the Planning Commission or audience. Vote 5-0.**

13. **22-503.4.C.1 & 22-503.4.C.7 & 22-503.4.D.5 & 22-504.1.A & 22-1004.11.A—**

A through J—Will comply.

14. **22-503.4.D.1 & 22-503.5.E.2 & 22-503.6.C & 22-1004.4 & 22-1004.8 & 22-1004.15—**

A through C—Will comply.

D. Matt stated that this is a private road.

15. **22-503.4.D.7 & 8 & 22-503.5.D.7 & 8 & 22-1008--** Will comply

16. **22-503.4.D.10 & 22-1003.6--** Mr. Chartrand stated that the current plans reflect following the township's current ordinance, however he realizes this will make it a difficult turn for trucks.

Due to the time limit to utilize the Fire Company Hall, it was necessary to adjourn our meeting by 10:00 PM. **A motion was made by Commissioner Simpson and seconded by Commissioner Dingle for an extension of this project until October 31, 2023. No questions or comments from the Planning Commission or audience. Vote: 5-0.**

**A motion was made by Commissioner Borger and seconded by Commissioner Kleintop to table PC-2021-009 CRG Services Management, LLC until the August 21, 2023, Planning Commission Meeting. No questions or comments from the Planning Commission or audience. Vote: 5-0.**

Chairman Levits informed the applicant of 545 Abel Colony Road Minor Subdivision Sketch Plan that he would have their application review placed first on the agenda for August 21, 2023, Planning Commission Meeting.

**PUBLIC COMMENT:** None

**ADJOURNMENT:** A motion was made by Commissioner Dingle and seconded by Commissioner Geissinger to adjourn the Planning Commission Meeting for July 17, 2023. No questions. Vote: 5-0

The meeting was adjourned at 9:55 PM.

Respectfully Submitted,

Kelly Roth Unangst

Township & P.C. Secretary