

**PLAINFIELD TOWNSHIP
PLANNING COMMISSION MEETING
July 20, 2026**

The regular monthly meeting of the Plainfield Township Planning Commission was held on Monday July 20, 2026, at the Plainfield Township Municipal Building, located at 6292 Sullivan Trail, Nazareth, PA 18064.

Chairperson, Robin Dingle, called the meeting to order at 7:00 P.M.

The Pledge of Allegiance was performed.

ROLL CALL:

The following Commissioners answered roll call: Chairperson, Robin Dingle, Vice Chair, Glenn Geissinger, Commissioner, Joseph Colosi, Commissioner, Terry Kleintop and Commissioner, Allen Schafer.

Also present were Township Manager, Paige Stefanelli, Solicitor, David Backenstoe, Zoning Officer, Liz Amato, Township Engineer, Mike Muffley and Administrative Coordinator, Amanda Haney.

APPROVAL OF MINUTES:

1. Approval of the April 20, 2026 Planning Commission Meeting Minutes – DRAFT

The Commission reviewed the draft minutes of the April 20, 2026.

2. Approval of the June 15, 2026 Planning Commission Meeting Minutes – DRAFT

The Commission reviewed the draft minutes of the June 15, 2026 Planning Commission meetings.

Following the review of the April 20, 2026 minutes, discussions took place regarding the level of detail contained within the minutes. Discussion focused on compliance with the Pennsylvania Sunshine Act and the appropriate format for Planning Commission meeting minutes. Solicitor, David Backenstoe, advised that meeting minutes should summarize the substance of the discussion and official actions taken rather than serve as a verbatim transcript. He noted that minutes should identify individuals providing public comment and include a summary of their remarks while documenting motions, seconds, vote results, and other official actions.

ACTION: Motion was made by Joesph Colosi and seconded by Robin Dingle to approve the April 20, 2026 and June 15, 2026 minutes, as amended. *Prior to the vote, Chairperson, Robin Dingle, asked if there were any comments from the governing body or the public.* Motion approved 5-0.

Following approval of the minutes, the Commission discussed adopting a more concise format for future Planning Commission meeting minutes that accurately documents the substance of discussion, public comment, and official actions while remaining compliant with the Pennsylvania Sunshine Act.

ACTION: Motion was made by Robin Dingle and seconded by Joseph Colosi to adopt the revised format for future Planning Commission meeting minutes. *Prior to the vote, Chairperson, Robin Dingle, asked if there were any comments from the governing body or the public.* Motion approved 5-0.

TIME EXTENSION REQUEST:

1. PC-2024-008 – Autumn Ridge – Preliminary Major Subdivision and Land Development Plan:

The Commission considered a request for an extension of time to January 2027 for the Autumn Ridge subdivision application. Chairperson, Robin Dingle, stated that applicants requesting extensions exceeding one year should appear before the Planning Commission to provide an update regarding the status of the project and explain the reasons for the requested extension. Discussion noted that an extension to September 30, 2026 would allow the applicant to attend the August Planning Commission meeting to provide a project status update prior to further consideration by the Commission.

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to recommend extending the Autumn Ridge application review period through September 2026, with the applicant requested to attend the August Planning Commission meeting to provide an update regarding the status of the project. *Prior to the vote, Chairperson, Robin Dingle, asked if there were any comments from the governing body or the public.* Motion approved 5-0.

CURRENT/NEW BUSINESS:

1. PC-2026-007 – 6525 Sullivan Trail – Preliminary/Final Land Development Plan:

The Planning Commission reviewed a request submitted by Greg Noll, from Valley Land Services and a representative from TMac Builders, for the property located at 6525 Sullivan Trail. The applicant proposed demolition of an existing building and construction of a larger pole building to support an existing landscaping business. The proposed building would primarily be utilized for equipment and material storage with one office. The applicant stated that the project would not expand the existing business operations, increase the number of employees, or increase water usage at the site. Existing paved areas would remain, resulting in only a minimal increase in impervious coverage.

Chairperson, Robin Dingle, requested clarification regarding the size of the proposed building and office space. The applicant explained that although the overall building footprint would increase, the office area would remain unchanged, and no expansion of staffing or business operations was proposed. Discussion also addressed the application's reference to public water and sewer. The applicant acknowledged this was a drafting error and confirmed the property is served by an on-site well and sewage disposal system.

Township Engineer, Mike Muffley, explained that the project represented only a minor expansion, resulting in approximately a 1.2 percent increase in site coverage. Based upon the limited scope of the improvements and the absence of any significant changes to traffic, stormwater management, utilities, or operational impacts, Township Engineer, Mike Muffley, recommended that the applicant be granted a waiver from the formal land development process and proceed through the zoning permit process. He explained that, although the proposal technically met the definition of land development because it involved non-residential use, the nature of the project did not warrant full land development review.

The Commission discussed the recommendation at length. Members expressed support for the concept of granting a waiver while also emphasizing the importance of maintaining adequate documentation within the Township's files. Chairperson, Robin Dingle, requested that Hanover Engineering strengthen its review letter to more clearly document the basis for recommending the waiver and to address questions regarding existing site conditions, employee counts, and operational impacts. Additional discussion addressed building numbering on the plans, updated square footage calculations, existing sewage facilities, drainage, and other administrative plan revisions. Township Engineer, Mike Muffley, Zoning Officer, Liz Amato, and Solicitor, David Backenstoe, discussed how those items could be addressed through the zoning review process without requiring formal land development approval.

The Commission also reviewed comments from the Township Sewage Enforcement Officer confirming that the proposal would not increase sewage flows because no additional employees or restroom facilities were proposed. The Zoning Officer, Liz Amato, reviewed her comments, noting that the proposed improvements remained consistent with the property's prior zoning approvals and existing use. Commission members discussed minor revisions to the plans, including labeling of buildings and updating spot grades, before concluding that the remaining items could be addressed administratively.

Following discussion, members agreed the application represented a minor expansion of an existing use and that requiring formal land development review would be unnecessary.

ACTION: Motion was made by Glenn Geissinger and seconded by Allen Shafer to recommend granting the applicant's request for a waiver from the formal land development process for the proposed improvements at 6525 Sullivan Trail, subject to completion of the plan/engineering revisions discussed during the meeting and satisfaction of applicable zoning permit requirements. *Prior to the vote, Chairperson,*

Robin Dingle, asked if there were any comments from the governing body or the public.
Motion approved 5-0.

GENERAL BOARD DISCUSSION:

1. Update on status of Comprehensive Plan – Hanover Engineering:

Township Engineer, Mike Muffley, provided an update regarding the Township's Comprehensive Plan, noting that the Board of Supervisors had authorized the project to proceed. Township Manager, Paige Stefanelli, advised that communications had been initiated with the appointed members of the Long-Range Planning Committee and provided an overview of the anticipated project schedule and scope of work. Discussion included Hanover Engineering's role in facilitating the planning process, the anticipated transition of responsibilities to project staff, and the task-based billing structure for professional services.

Commission members discussed the proposed project schedule, recognizing that completion of the Comprehensive Plan may require more time than initially anticipated depending on data collection, public participation, and other project factors. Discussion also addressed the need to compile available Township mapping, zoning information, utility infrastructure, farmland preservation areas, environmental features, and other planning resources to establish a comprehensive baseline for the project. Commission members emphasized the importance of maintaining project momentum while ensuring that adequate information is assembled to support future planning decisions.

2. Update on status of Long-Range Planning Committee – Township Manager:

Township Manager, Paige Stefanelli, provided an update regarding the Long-Range Planning Committee, advising that a revised resolution providing for one additional non-voting member was discussed at the Board of Supervisors meeting on July 8, 2026. Additional discussion addressed committee membership, financial disclosure requirements, communication procedures, and attendance expectations for newly appointed members.

3. Ordinances:

The Commission discussed the process for reviewing and recommending amendments to Township ordinances. Chairperson, Robin Dingle, expressed a desire for the Planning Commission to take a more active role in identifying potential ordinance revisions, discussing proposed language, and developing recommendations before forwarding them to the Board of Supervisors. Commission members discussed previous efforts to recommend ordinance amendments and the need to provide sufficient supporting information to assist the Board in its review.

Solicitor, David Backenstoe, explained that the process has evolved over time and discussed the appropriate procedure for forwarding recommendations through Township

staff for consideration by the Board of Supervisors. Township Manager, Paige Stefanelli, reviewed the administrative process for requesting ordinance amendments and noted that formal authorization from the Board is necessary before legal drafting of an ordinance amendment is undertaken. Commission members agreed that future recommendations should include additional supporting information to clearly explain the purpose and intent of any proposed ordinance revisions.

No formal action was taken.

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS :

Chairperson, Robin Dingle, opened the floor for public comment.

Township Resident, Jeff Stoudt, requested clarification regarding documentation related to the Comprehensive Plan and the waiver request considered by the Commission. The Commission responded to the inquiry and confirmed that future Long Range Planning Committee meetings would be publicly advertised and open to the public. No additional public comments were offered.

ADJOURNMENT:

Having no further business to come before the Planning Commission, the motion was made by Allen Schafer and seconded by Glenn Geissinger to adjourn the meeting. Motion approved. Vote 5-0.

The meeting adjourned at 8:11 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Amanda Haney". The signature is written in a cursive, flowing style.

Amanda Haney
Administrative Coordinator