

PLAINFIELD TOWNSHIP
PLANNING COMMISSION MEETING
July 21, 2025

The regular monthly meeting of the Plainfield Township Planning Commission was held on Monday, July 21, 2025, at the Plainfield Township Municipal Building, located at 6292 Sullivan Trail, Nazareth, PA 18064.

Chairman, Paul Levits, called the meeting to order at 7:00 P.M.

The Pledge of Allegiance was performed.

ROLL CALL:

The following Commissioners answered roll call: Paul Levits, Allen Shafer, Terry Kleintop, Glenn Geissinger, and Robin Dingle

Also present were Permit Coordinator/Secretary, Amy Kahler, Solicitor, David Backenstoe, Keystone Engineering Consulting, Dave Crowther and Kevin Horvath, Zoning Officer, Elizabeth Amato, and Township Manager, Paige Stefanelli.

APPROVAL OF MINUTES:

1. Approval of the December 2, 2024 Special Planning Commission Meeting Minutes-

ACTION: Motion was made by Glenn Geissinger and seconded by Allen Schafer to approve December 2, 2024, Special Planning Commission Meeting Minutes. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 3-0 with Commissioner Terry Kleintop and Commission Robin Dingle abstaining.

2. Approval of the January 29, 2025 Special Planning Commission Meeting Minutes-

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to approve January 29, 2025, Special Planning Commission Meeting Minutes. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 3-0 with Commissioner Terry Kleintop and Commission Robin Dingle abstaining.

3. Approval of the April 21, 2025 Planning Commission Meeting Minutes-

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to approve April 21, 2025, Planning Commission Meeting Minutes. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.*

Chairman, Paul Levits, requested the following changes: page 4, sentence to read table discussion of recommending or establishing an Economic Development Committee and change the word “slug” to sludge.

Motion approved. Vote 4-0 with Commission Robin Dingle abstaining due to not being present.

4. Approval of the May 19, 2025 Planning Commission Meeting Minutes-

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to approve May 19, 2025 Planning Commission Meeting Minutes. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.*

Chairman, Paul Levits, requested the following change: page 4, the word may be to maybe.

Motion approved. Vote 5-0.

TIME EXTENSION REQUEST:

1. PC-2021-015- N.A.P.E.R. Development, Inc. Site Grading Plan Land Development Application – Dated February 10, 2021 and Received February 11, 2021

- Application Received: February 11, 2021
- Expires: August 31, 2025

Extension request received to extend to November 30, 2025

ACTION: Motion was made by Glenn Geissinger and seconded by Allen Schafer to approve extension request for PC-2021-015- N.A.P.E.R Development, Inc. until November 30, 2025. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.*

Chairman, Paul Levits, asked the Owner, Mr. Nolan Perin, if he has a timeline to submit as the original submission is almost 5 years old. Mr. Perin expressed his concern with the Cubes of Wind Gap and indicated that it could possibly current Land Development may be withdrawn in the future.

Solicitor, David Backenstoe, indicated concern with the submission now complying as there have been new ordinances that have been established, and the submission would need to comply with the new ordinances. Solicitor, David Backenstoe indicated that the Commissioners will accept the extension, but a revised plan would need to be submitted on or before February 11, 2026, or it could be denied, and a new submission would be required if moving forward.

Motion approved. Vote 5-0.

2. PC-2025-001- BH Paving- *Land Development Application*

- Application Received: **February 5, 2025**
- Expires: **August 31, 2025**

Extension request received to extend to November 30, 2025

ACTION: Motion was made by Glenn Geissinger and seconded by Allen Schafer to accept extension request for PC-2025-001 BH Paving until November 30, 2025. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

3. PC-2024-004 – Autumn Ridge, Parcel ID# F8 11 3 0626, Major Subdivision and *Land Development Plan*

- Application Received: **July 22, 2024**
- Expires: **August 31, 2025**

Extension request received to extend to January 31, 2026

ACTION: Motion was made by Allen Schafer and seconded by Robin Dingle to accept the extension for PC-2024-004- Autumn Ridge until January 31, 2026. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

CURRENT/NEW BUSINESS:

1. PC-2024-004 – Autumn Ridge, Parcel ID# F8 11 3 0626, Major Subdivision and *Land Development Plan*

- Application Received: **July 22, 2024**
- Expires: **August 31, 2025**

ACTION: Motion was made by Allen Schafer and seconded by Robin Dingle to table of PC-2024-004-Autumn Ridge. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

2. PC-2025-001- BH Paving- *Land Development Application*

- Application Received: **February 5, 2025**
- Expires: **August 31, 2025**

Attorney McFall, representing BH Paving, distributed a letter in response to the zoning review letter and BH Paving is willing to apply for a variance, due to the minimal lot size. JENA Engineer Representative, David Bray, gave a synopsis of the property history and what they would like to have completed moving forward. Mr. Bray stated that there are currently 2 separate parcels and would like to consolidate them, to accommodate for the parking lot and office building.

Keystone Consulting Engineers, Dave Crowther reviewed the comments of the engineers review letter dated March 10, 2025. Comment numbers 9 and 26, discussion on the impervious coverage and stormwater advising that under the SALDO and Stormwater Ordinance's and would both need to be met. Commissioner, Terry Kleintop, indicated that there are major stormwater issues across the property that would need to be looked at, due to flooding across 512. Mr. Hicks indicated that it is a little further up from his property. Mr. Hick's indicated that there have been no changes to the property except a portion of the front entrance has been paved due to potholes starting. Mr. Crowther suggested a meeting with the owner and engineer to discuss the changes that have occurred and why Stormwater is needed for the property. Further discussion of the stormwater issues took place between the Commissioners, deciphering if and who would be responsible for the different areas of flooding and where it comes from. Mr. Hicks advised that he has no issues with water sitting or coming across his property when it rains.

Township Engineer Representative, Mr. Crowther reviewed comment #14, to conduct water testing if a well is installed on the property. DEP is requiring this due to a nearby property having potential hazard. Mr. Hicks and his Engineer agree this would not be an issue.

Township Engineer Representative, Mr. Crowther reviewed comment #15, there are a couple drums with pumps located on or near the property. Mr. Hicks advised that they are located on the adjacent property and he was hired by the property owner to remove them appropriately. Mr. Hicks indicated that these will be removed within the next month or so.

JENA Engineering is requesting a deferral to comment number 17, §22-1005, §22-1015 Concrete curb and sidewalk shall be provided along the street frontage.

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to approve a deferral of §22-1005, §22-1015, until the Board of Supervisors determine that the installation of a sidewalk and/or curbing should be installed. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Township Engineer Representative, David Crowther, reviewed comment number 18, §22-1011.3.A, proposal of on-lot water supply to be installed, Keystone Consulting Engineers is requesting a notation be made on the site plan to indicate exactly where the closest water line is located to evaluate the feasibility of connecting to a central water system.

JENA Engineering, Dave Bray advised that comment numbers 21 and 22, access drives shall not exceed 30 feet in width at the street line and must be clearly defined using curbing. If

PennDOT is requesting other requirements, then a waiver should be requested. Mr Hicks indicated that the HOP was dropped off and has been submitted for review.

Chairman, Paul Levits, asked Commissioners for input about comment number 24, §22-1016, to provide streetlights when the Board of Supervisors, upon the recommendation of the Planning Commission, deems them necessary. Members of the Planning Commission advised that they feel streetlights would not be necessary but when the building is constructed the appropriate lighting be installed at that time on the building.

ACTION: Motion was made by Robin Dingle and seconded by Glenn Geissinger to waive §22-1016, requirement to provide streetlights. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Keystone Consulting Engineers reviewed the SEO Letter, indicating that comment number 4, §22-10103.C, any use of on-lot septic that does not have capped sewers shall include a secondary septic area, incase the first septic fails. Commissioner, Terry Kleintop asked if the Engineer felt that installation of an on-lot system would be compromised due to contamination of the ground at an adjacent property. Mr. Crowther advised that it is always a possibility and that is why testing is required.

Review of the Zoning Officer's review letter, Elizabeth Amato, Zoning Officer indicated that there was no principal use listed on the plan. Mrs. Amato advised that per the letter submitted that the applicant will be indicating principal use. Mrs. Amato also advised that for a Commercial Industrial Lot, there is a 3-acre minimum. Mrs. Amato indicated that they would have to go before the Zoning Hearing Board and ask for a variance. David Bray, JENA Engineer, Attorney McFall and Mr. Hicks request the matter be tabled for the August Planning Commission meeting and they will submit the required paperwork to be placed on the Zoning Hearing Board agenda. Mrs. Amato also requests that an indication be placed on the site plan to reflect where the public sewer could be, along with showing where the parking and outdoor storage would be proposed due to these items being accessories for the business.

Township Manager, Paige Stefanelli is requesting that they submit 1 plan at a time. Mrs. Stefanelli explained that a plan should be submitted to go before the Planning Commission, then a site plan should be updated per comments and requirements and then another plan should be submitted to show these comments and/or changes to the Zoning Hearing Board, this is so everyone is clear and able to see exactly what requirements are being met and not questioning additional items.

ACTION: Motion was made by Glenn Geissinger and seconded by Allen Schafer to table PC-2025-001- BH Paving- *Land Development Application for the August 18, 2025 Planning Commission meeting.* Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

3. PC-2025-002- 1220 Church Road-Morykin- Minor Subdivision and Land Development

- Application Received: **June 5, 2025**
- Expires: **September 5, 2025**

Mr. Ryan Dentith, Stateline Engineering LLC, provided a summary of the plan submission. A review of the submission and scale was discussed between Engineers and the scale submitted is ok with Mr. Dave Crowther, Township Engineer.

Mr. Dentith advised that Land Development is not being proposed at this time and a waiver is requested for the contour lines and slope shading being added to the plan. If they decide to build that could be incorporated into the site plan at that time. Mr. Dave Crowther, Township Engineer, indicated that this is not a requirement for lot line adjustments but will be when or if they submit a site plan for Land Development.

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to approve deferral of §22-703.3.A, requirement of contour lines until such time a Land Development is recommended. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

ACTION: Motion was made by Robin Dingle and seconded by Allen Schafer to approve deferral of §22-703-3.3B, requirement of differentiating slope shading, until such time a Land Development is recommended. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Township Engineer, Dave Crowther, has no issues and approval to waive comment number 4, §22-1020.5 the requirement for the street right-of-way to be monumented.

ACTION: Motion was made by Paul Levits and seconded by Allen Schafer to approve waiver of §22-1020.5, the requirement for the street right-of-way to be monumented. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Mr. Dentith is requesting a deferral of comment number 5 and 11 until such a time a plan is being proposed for land development.

ACTION: Motion was made by Allen Schafer and seconded by Robin Dingle to approve deferral of §22-1010 and request for Sewage Facilities Planning Waiver and Non-Building Declaration for Lot 1 and Proposed Residual Lot 2 be deferred until such time Board of Supervisors determines it necessary. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Mr. Dave Crowther, Township Engineer Representative, reviewed comment number 8, §22-703.3.D, the presence or absence of wetlands shall be certified by a qualified individual. The plan indicates only that there are no wetlands mapped by the National Wetlands Inventory

Mapper. Commissioner, Terry Kleintop, advised that there are neighboring properties that are flooding due to culverts not being able to handle the water runoff currently. Keystone Consulting Engineer, Kevin Horvath indicated that currently remediation of the property to meet Stormwater is not a requirement due to development not being proposed.

ACTION: Motion was made by Robin Dingle and seconded by Glenn Geissinger to approve deferral of §22-703.3.D, the presence or absence of wetlands shall be certified by a qualified individual, be deferred until such time a land development is being proposed. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

Resident, Jane Mellert, asked if the parcels are in the Act 319 or 515, if they are, she suggested investigating prior taxes having to be paid due to 1 lot being under 10 acres. Solicitor David Backenstoe indicated that this is a county requirement not a requirement of the Township. We can move forward with approval and if an amendment needs to be made, that would and could be an easy adjustment to the final paperwork.

ACTION: Motion was made by Glenn Geissinger and seconded by Robin Dingle to approve of PC-2025-002 1220 Church Road- Morykin, Minor Subdivision and Land Development. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

4. PC-2025-003- 1035 Blue Valley Drive- Blimpie- Minor Subdivision and Land Development

- Application Received: **June 20, 2025**
- Expires: **September 18, 2025**

Engineer, Ryan Dentith, Stateline Engineering LLC, reviewed the site plan and the information that was approved by the Zoning Hearing Board for the special exception, which included the letter from Lehigh Valley Planning Commission, Keystone Consulting Engineers review letter, and Zoning Officer's review letter.

Mr. David Crowther, Township Engineer Representative, indicated that a waiver is requested for §22-1015, applicants are required to provide sidewalks, pathways or bikeways and frontage improvements.

ACTION: Motion was made by Allen Schafer and seconded by Robin Dingle to approve deferral of §22-1015 installation of sidewalks, pathways or bikeways until the Board of Supervisor deems it appropriate. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

Mr. Dentith, inquired about comments §22-703.7.H & §22-1019.1.E(1), the requirement to plant street trees along the lot frontage. Mr. Dentith said there is a sign already there with plantings in the island area, nothing would be added to this area or changed.

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to approve waiver of §22-703.7.H & §22-1019.1.E(1), requirement to plant street trees along the lot frontage. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

Township Engineer Representative, Dave Crowther, advised that a previous review letter was asking for the applicant to provide calculations of sanitary sewer discharge to verify that the new usages are not larger than the previous usages. Mr. Crowther is requiring calculations and information be submitted to show that additional use will not be conducted, as no additional employees will be hired.

Zoning Officer, Elizabeth Amato, explained that comment number 6 needs to be indicated on the site plan. The current plan does not indicate traffic circulation.

Mr. Ryan Dentith, advised that they had provided 9 months' worth of water bills, which also included the use of the carwash, and average flows to the Pen Argyl Municipal Authority. This information will be provided to Plainfield Township along with the amended site plan to reflect the circulation of traffic.

Commissioner, Terry Kleintop, verified that the carwash is in use, but the carwash is not referenced in any of the current review letters. Zoning Officer, Elizabeth Amato advised that there are no assigned parking spaces for the carwash, they pull up and go they do not park in parking spots for the carwash. Mr. Dentith indicated that they average around 30 carwashes daily. Commissioner, Terry Kleintop indicated that even though the Township has approved this, due to installation of a restaurant type area, the Health Department will still need to complete the inspections. Zoning Officer advised that is correct.

ACTION: Motion was made by Allen Schafer and seconded by Glenn Geissinger to grant preliminary/final of PC-2024-007, 1035 Blue Valley Drive- Blimpie based on the conditions of Sewage Planning Module, Notification of LVPC, notification of Northampton County Conservation District, comply with Plainfield Township Zoning Officer's review letter dated 7/7/25, Keystone Engineering review letter dated 7/11/25, owner signature and notarization. Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

GENERAL BOARD DISCUSSION:

1. Zoning and SALDO updates-

Chairman, Paul Levits asked if a meeting has been conducted to review the Zoning and SALDO ordinances. Discussion between Commissioners, Township Engineer, and Zoning Officer reviewed some ordinances but this is a lengthy process indicated by Township Manager, Paige Stefanelli. Solicitor Backenstoe requested that the Zoning Classifications be reviewed also. Zoning Officer, Elizabeth Amato will provide a list of the Zoning Districts to Kevin at Keystone and discuss principal uses etc.

Chairman, Paul Levits, asked if any zoning districts will be reviewed and updated to best meet Plainfield Township's community. Zoning Officer, Elizabeth Amato, advised that these areas should be updated during the discussion and updating of the Comprehensive Plan. Mr. Crowther, Township Engineer Representative, advised that the GIS system will be updated and will be able to be viewed by Township Employees and Board members.

2. Discussion of Comprehensive Plan

Commissioner, Terry Kleintop, confirmed that the Board of Supervisors did approve Strategic Solutions to complete the Comprehensive Plan. Township Manager, Paige Stefanelli indicated that hiring them is for a service. Commissioner, Terry Kleintop inquired on how Strategic Solutions was recommended, he advised that Gilmore and Associates were previously highly recommended. Mr. Kleintop expressed that he feels the Board of Supervisors should have asked for recommendations or input from the Planning Commission. Commissioner, Glenn Geissinger, reminded residents and Commissioners that the Planning Commission is a recommend board only and they are not required to provide input.

ACTION: Motion was made by Terry Kleintop and seconded by Robin Dingle to recommend a stenographer be present at the Board of Supervisors meeting that will have Strategic Solutions at for their review. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Township Manager, Paige Stefanelli indicated that the recommendation has come from Keystone Consulting Engineers. Commissioner, Terry Kleintop, expressed concerns of the Board of Supervisors communicating information and asking for recommendations from the Planning Commission. Commissioner, Glenn Geissinger, expressed how it seems that the Board of Supervisors are rushing into decisions just to try to have items completed. Commissioner, Robin Dingle, said that maybe we would not have had to complete a full review of the Comprehensive Plan and have taken into consideration some of the information that Gilmore and Associates already have. Township Manager, Paige Stefanelli, indicated that she will draft a letter to the Board of Supervisors and have it sent to Chairman, Paul Levits and Solicitor Backenstoe for review.

Commissioner, Robin Dingle, asked if we will only be receiving digital copies or if hard copies would also be provided of the review of Zoning Ordinances from Strategic Solutions. Township Manager, Paige Stefanelli, advised that it could be either. Commissioner, Robin Dingle inquired about the special meeting taking place on August 13 for Strategic Solutions to present their review. Township Manager, Paige Stefanelli, indicated that this date has not been finalized, and it is still in the works. The process will be they will be scheduled to review the information that they have provided, which is marked draft at this moment, and then request any public comments and recommendations could be considered. Commissioner, Allen Schafer indicated that we should include or offer another firm. Commissioner, Robin Dingle requested that a stenographer be hired for the Board of Supervisors meeting that Strategic Solutions will have their review due to the hardship on Secretarial staff it might have.

ACTION: Motion was made by Glenn Geissinger and seconded by Terry Kleintop to compose a letter to the Board of Supervisors requesting the recommendations of the Planning Commission members reviewed and considered in considering the Comprehensive Plan and having a bid process due to the nature of the reviews. *Prior to the vote, Chairman, Paul Levits, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

Chairman, Paul Levits, verified that Township Manager, Paige Stefanelli, will draft a letter, and include requesting contacting Gilmore and Associates since they have worked with our Township.

Resident, Jane Mellert, indicated that every time we proceeded with an RFP process. Mrs. Mellert would also recommend Gilmore and Associates due to their previously completed Comprehensive Plans for Plainfield Township.

Commissioner, Terry Kleintop, asked why a public meeting is being scheduled if the Planning Commission has not even had time to review and comment. Township Manager, Paige Stefanelli, indicated that dates were provided to the Board of Supervisors and a final date has not been confirmed at this point.

Resident, Jane Mellert, commented that the Strategic Solutions review should have been sent to the Planning Commission for comment and then back to the Board of Supervisors for review.

Chairman, Paul Levits, questioned Township Manager, Paige Stefanelli, why there is a Board of Supervisor's meeting being conducted during the week of the Plainfield Township Farmers Fair. Township Manager, Paige Stefanelli, advised that there are items that have deadlines that needed to take place prior to the next Board of Supervisors meeting scheduled for August 13, 2025.

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS:

ADJOURNMENT:

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

The meeting adjourned at 9:43 P.M.

Respectfully submitted,

Amy Kahler
Secretary
Plainfield Township