

PLAN SLATE BELT



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SLATE BELT MULTI-MUNICIPAL COMPREHENSIVE PLAN STEERING COMMITTEE MEETING

Thursday, March 7, 2024, 7:00 PM

Pen Argyl Borough Hall, 11 North Robinson Avenue, Pen Argyl, PA 18072

AGENDA

Open Meeting

1. Roll Call
2. Minutes
 - February 1, 2024 Meeting Minutes

Old Business

1. Zoning Ordinance Update Presentation
2. Intermunicipal Cooperative Agreement Discussion

New Business

1. Next Meeting:
 - April 4, 2024, 7:00 PM, Pen Argyl Borough Hall

Courtesy of the Floor (For items not covered on the rest of the agenda)

1. General Issues and Opportunities Discussion
 - a. Known "Plan Activity" in Slate Belt Communities
 - i. February 2024
2. Municipal Updates

Adjourn

The Multi-Municipal Comprehensive Plan for the SLATE BELT

February 1, 2024 – 7 PM, Steering Committee Meeting

Steering Committee Attendees:

Bangor:	
East Bangor:	Jason Huggan
Lower Mount Bethel:	Jen Smethers, Sandra Newman, Susan Disidore
Pen Argyl:	Robin Zmoda, Tyler Kemp, Joe LeDonne
Plainfield:	Terry Kleintop
Portland:	Lance Prator
Roseto:	Cathy Martino, Joe Angelini
Upper Mount Bethel:	Dave Friedman, Judy Henckel
Washington:	Justin Huratiak
Wind Gap:	Wesley Smith

Members of the Public in Attendance:

Jane Mellert – Plainfield Township

Planning Partners in Attendance:

Becky Bradley – Lehigh Valley Planning Commission
Sue Rockwell – Lehigh Valley Planning Commission

Roll Call

Ms. Rockwell called roll. Bangor Borough was unable to attend the meeting.

Minutes from the December 7, 2023 Meeting

Ms. Zmoda called for a motion to approve the minutes from the December 7, 2023 meeting. Mr. Friedman made the motion to approve the minutes. Mr. Huratiak seconded the motion. Ms. Rockwell took a roll call vote, and the motion passed unanimously.

Old Business

1. Community Outreach

Ms. Bradley said the agenda packet included a list of steering committee members and municipal officials that need to be updated. A copy of the Intermunicipal Agreement, which shows how the steering committee will work and the number of representatives on the committee, was also included in the packet. Mr. Prator made a motion for the LVPC to send a letter to Plainfield Township requesting confirmation of its steering committee representatives. Mr. Huratiak seconded the motion. After discussion, Mr. Prator amended the motion to include all municipalities and to reference the Intermunicipal Agreement in the letter. Mr. Huratiak seconded the motion. Ms. Rockwell took a roll call vote, and the motion passed unanimously.

Ms. Bradley said the LVPC presented the draft plan at the Upper Mount Bethel Board of Supervisors meeting on January 22, 2024. Ms. Zmoda requested a copy of the PowerPoint presentation be provided to the steering committee members. Mr. Huratiak asked if it could be recorded. Ms. Bradley said it could. She asked if any of the communities wanted the LVPC to review the plan with them. Mr. LeDonne and Mr. Kleintop said they would like to discuss the plan. Mr. Kleintop would also like to discuss what is needed for appointment to the steering

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committee. Ms. Bradley noted the Lehigh Valley Government Academy classes held at the LVPC office.

Ms. Bradley informed the group that the LVPC received a list of questions from Lower Mount Bethel Township and Portland Borough. She said written responses will be provided.

2. Adoption Timeline Discussion

Ms. Rockwell said the draft plan was finalized in August 2023, with the 45-day public review and comment period beginning in September. Municipal public hearings and adoption are estimated for April/May 2024, and the intermunicipal cooperative agreement completed by June/July 2024. Ms. Zmoda asked if the steering committee should vote on the revised timeline. Ms. Bradley said to hold off until further discussion with Plainfield Township regarding representation.

3. After Adoption: Zoning Ordinance Update

Ms. Bradley said the packet includes a draft Intermunicipal Cooperative Implementation Agreement and a To Do List, which was previously handed out at the September 2023 meeting showing the schedule and steps from the 45-day comment period to adoption. She said word versions of the Agreement and municipal resolutions of adoption would be provided to the steering committee. Ms. Bradley reviewed the draft Agreement included in the packet. She passed around a list of some of the common Community Undesirable Land Uses (CULUs), also called Locally Undesirable Land Uses (LULUs), that the Northern Lehigh communities were discussing. She said she would inquire if she could share their list and see if the consultant and some of the municipalities could attend the March meeting.

Ms. Bradley walked through the revised zoning cost estimate handout. She asked the committee if there was any other way they would want the costs to be calculated. The plan would be to have the zoning ordinance update completed in 12 months. Ms. Zmoda asked how they would go about making the funding arrangement with Northampton County. Ms. Bradley said they could invite the County Council and County Executive to a steering committee meeting and have a conversation with them. Ms. Zmoda noted there is a Northampton County Grant Workshop scheduled for February 20. If they are interested in applying for a grant, they would need to attend the workshop along with their consultant. Ms. Bradley said the LVPC prepared the grant for Chapman Borough. We will attend the meeting and help write the grant. She said we will follow up with the communities to remind them to sign up for the meeting.

New Business

1. Next Meeting

The next Steering Committee meeting is scheduled for 7 pm on Thursday, March 7, 2024 at the Pen Argyl Borough Hall.

Courtesy of the Floor

1. General Issues and Opportunities Discussion

- Known Plan Activity in Slate Belt Communities (December 2023 – January 2024)

Ms. Bradley briefly discussed the projects listed in the activity log.

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2. Municipal Updates

Ms. Rockwell informed the group that Bangor Borough provided a list of Bangor Park Board events scheduled for 2024, which is attached to the agenda.

Ms. Bradley noted that the LVPC is looking for feedback on how to further develop supportive services and training opportunities to better support the communities in 2024. The survey link is included on the handout.

Adjourn

Ms. Zmoda called for a motion to adjourn the meeting. Mr. Prator made a motion to adjourn. Mr. Friedman seconded the motion. Ms. Rockwell took a roll call vote on the motion, which passed unanimously.

Attachments

- December 7, 2023 Steering Committee Meeting Minutes
- List of Steering Committee members and Municipal Officials
- Intermunicipal Agreement for the Slate Belt Multi-Municipal Comprehensive Plan
- Adoption Timeline
- Draft Slate Belt Multi-Municipal Comprehensive Plan Intermunicipal Cooperative Implementation Agreement
- To Do List
- Zoning Codes Update & Official Maps Creation Worksheet
- Slate Belt Communities' Activity Log (December 2023 – January 2024)
- 2024 Bangor Park Board Event Schedule
- LVPC Survey Notice

Minutes prepared and respectfully transmitted by the LVPC.