

TOWNSHIP OF WHITEHALL PLANNING COMMISSION MINUTES

August 19, 2026

PLANNING COMMISSION

Jonathan L. Bolton, Chairman
Robin Ruhmel, Vice Chairman- Absent
Paul Geissinger, Secretary
Kyle Bartosh - Absent
Lane Donatelli
Jason Szewczak
Casey Zelena

TOWNSHIP PERSONNEL

Lee A. Rackus, Bureau Chief of Planning,
Zoning & Development
Elisa Highley, Keystone Consulting Eng.
Andrew Hoffman, Esq., Township Solicitor

Meeting called to order at approximately 7:30 pm.

Chairman Bolton read the Fair Housing Statement as required.

A) SUBMISSION REVIEW:

1) INDEX #2083-26A – WS PROPERTY HOLDING, LLC

720 Park Street
Conditional Use
Zoning District: C-1
Original Submission Date: 7/17/26
60-Day Expiration Date: 10/19/26

Atty. Kody Hines, Florio Perrucci Law Firm, representing the applicant.

Chairman Bolton confirmed that the comment letters from KCE dated August 13, 2026 and Ms. Rackus dated August 10, 2026 were received.

Atty. Hines reviewed the law firm's response to the comment letters. Even though the property is designated by Lehigh County as a single-family dwelling, currently they are 2 distinct and separate units with separate entrances, water connections, sewage and electric with their own meters. The physical nature of the units will not change at all, and the issue of parking has been addressed with the addition of 4 off-street parking spaces.

Ms. Highley requested a copy of the driveway permits, which the applicant will provide.

Ms. Rackus stated that the tax records should be updated to reflect the property as 2 units, as it is currently only listed as single-family in Lehigh County Assessment. Also, she mentioned that the garbage should be billed as 2 units through the Whitehall Township Tax Office.

Mr. Donatelli, inquired about the planned paving material for the parking units, which Atty. Hines thought it would be concrete, but he will verify.

Ms. Alona Liska, realtor for the applicant, stated that the parking is already completed and that it's concrete. Permits were secured, the parking spaces have been paved, and they just need final inspections for permit close-out to receive a Certificate of Occupancy.

Atty. Hoffman clarified the statement in the applicant's letter that "Certificates of Occupancy have

been received”. To which Ms. Liska confirmed they have received multiple CO’s for both units over the last several years.

Chairman Bolton entertained a motion to recommend Conditional Use approval based on conditions noted in comment letters.

Motion by Mr. Szewczak, second by Mr. Donatelli. Vote taken 5-0 for preliminary approval.

2) INDEX #2084-26A – STEPHANIE J. REYES DAY CARE

1051 N. Tenth Street
Special Exception
Zoning District: R-4
Original Submission Date: 7/20/26
90-Day Expiration Date: N/A

Stephanie Reyes, applicant presenting.

Chairman Bolton confirmed that the comment letters from KCE dated August 13, 2026 and Ms. Rackus dated August 10, 2026 were received.

Ms. Reyes reviewed her application for a Family Day Care. She stated she currently has a Day Care in Allentown and the families she serves are growing, that’s why she decided to expand.

Ms. Highley stated that KCE’s concerns are with parking and pick-up/drop-off of children.

Ms. Reyes clarified that she will have 2 employees, one will be on site (and she does not drive), and the other will be picking up & dropping off only, she will not be on-site. She has 2 parking spaces for pick-up and drop-off.

Mr. Bolton asked what her hours of operation would be.

Ms. Reyes said she would like to open 24 hours, 7 days a week (24/7) with 2 employees (one employee in the a.m. and one in the p.m.).

Mr. Geissinger asked what the minimum requirement is for the parking spot size, to which Ms. Rackus clarified that they are 10’ x 20’ in the Township. He asked if ‘we’ were “taking her word for it” and giving her an exemption. Ms. Rackus stated it’s up to the Zoning Hearing Board to determine if parking is sufficient for what she is proposing. Mr. Geissinger asked if the Township allowed Day Care’s to operate 24/7. To which Ms. Rackus stated that the Township doesn’t have anything to say that they can’t, and she also noted that the last Day Care reviewed by the Planning Commission planned to operate 24/7.

Chairman Bolton entertained a motion to recommend approval contingent upon parking requirements determined by the Zoning Hearing Board, or that relief is granted by the Zoning Hearing Board.

Motion by Mr. Zelena, second by Mr. Szewczak. Vote taken 5-0 to recommend.

3) INDEX #2085-26A – ANDY TRAN NAIL STUDIO

1281 Mickley Road
Special Exception
Zoning District: R-4
Original Submission Date: 7/23/26
90-Day Expiration Date: N/A

Joe Scott, representative for Mr. Tran and Andy Tran, owner, representing the applicant.

Chairman Bolton confirmed that the comment letters from KCE dated August 13, 2026 and Ms. Rackus dated August 10, 2026 were received.

Mr. Scott reviewed the KCE's comment letter, which states "not recommended at this time based on the different regulations that exist", but he said they discussed and thought they could make it work as a 'single operator' salon.

Ms. Highley, stated that if it is a Special Exception, they have to meet the requirements of the Ordinance, and if they proceed, they will need to submit a better plan showing dimensions, etc.

Ms. Rackus also commented on the Special Exception request, and said if they are switching gears to a 'home occupation', they may want to resubmit to the Zoning Officer. With Special Exceptions Uses, there are review standards, including a sealed drawing by a design professional. In-Home Occupations have lesser standards. If they proceed with a Special Exception there are clear plans that need to be in place, which carry a significant expense.

Atty. Hoffman stated that they would need to ask for a Variance to be relieved of the Zoning Ordinance requirements. They would have to amend their application to the Zoning Hearing Board.

Mr. Donatelli asked how many customers would be there at one time, to which Mr. Tran indicated it would not be more than 2 at a time.

Mr. Geissinger asked if it wouldn't be better if it was approached as an in-home occupation. He suggested to Mr. Tran that he discuss with the Zoning Officer.

Atty. Hoffman stated he would have to amend his application if he wanted to change it to a Home Occupation.

Chairman Bolton entertained a motion to table, motion by Mr. Geissinger, second by Mr. Donatelli. Vote taken 5-0 to table.

4) INDEX # 2071-25A – 5270 SILO DRIVE SIDEWALK DEFERRAL

5270 Silo Drive
Major Subdivision
Zoning District: OS-2

Joseph Plunkett, Esq., representative for DVS and David Scheuerman, owner, representing the applicant.

Chairman Bolton confirmed that the comment letters from KCE dated August 13, 2026.

Atty. Plunkett reviewed their request for a waiver deferral for sidewalks. Back in 2010 when Silo Drive was first constructed, Lots 3 & 4 came before the PC and BOC asking for a deferral of curb & sidewalks. Now the applicant is developing Lot 5, on the same side of the street, which will be the last lot to be developed on Silo Drive. They now have sidewalks for Lots 3 & 4, and are proposing to install sidewalks for Lot 5 along the cul-de-sac, but would like a deferral for the north side of the road due to topography & other issues.

Mr. Bolton inquired whether or not the road would remain private, or be 'dedicated' to the Township. The developer suggested it would be dedicated and Mr. Bolton stated that based on experience, the BOC would like sidewalks installed on most developments that 'come before them'.

Mr. Szewczak asked if, in the past, they were approved for a 'waiver' or a 'deferral'.

Ms. Rackus stated that the Ordinance used to say 'Waiver', but the Ordinance has changed to 'Deferral', and in fact it was always considered a Deferral and not a Waiver.

Mr. Szewczak asked about the criteria they can consider in granting deferrals.

Mr. Bolton reiterated that the PC's recommendation may or may not be granted by the BOC.

Mr. Geissinger stated that if the road is to be dedicated to the Township, they would likely be required to put in sidewalks.

Chairman Bolton entertained a motion to recommend denial of sidewalk deferral request.

Mr. Donatelli made the motion, second by Mr. Szewczak. Vote taken 5-0 to recommend denial.

DISCUSSION ITEMS:

None

B) OTHER:

Approval of July 2026 Meeting Minutes. Motion by Mr. Geissinger, minutes approved.

D) ADJOURNMENT:

Meeting adjourned at approximately 8:25 p.m.