



Allen Township
Board of Supervisors and Planning Commission
4714 Indian Trail Road
Northampton, Pennsylvania 18067

**ALLEN TOWNSHIP SUPERVISORS & PLANNING COMMISSION
JOINT MEETING
MINUTES
March 23, 2016**

A Comprehensive Plan Meeting of the Allen Township Board of Supervisors and the Allen Township Planning Commission was held on Wednesday, March 23, 2016, at 7:00 P.M. at the Allen Township Municipal Building, 4714 Indian Trail Road, Northampton, Pennsylvania 18067. The Pledge of Allegiance to the Flag was led by Chairman Bruce Frack.

Roll Call: Present: Bruce Frack; Dale N. Hassler; Alfred Pierce; Larry Oberly; Gary Behler; Eugene Clater; Gary Krill; Ilene Eckhart, Manager; J. Jerome Skrincosky, AICP
Hawk Valley Associates, PC;
Louis Tepes Jr. - Absent

Public to be Heard: No comments from the audience.

General Business: No General Business Items.

Comprehensive Plan Discussion Items:

- (1) **Comprehensive Plan Assessment Report:** The Project Team presented the preliminary draft of the Comprehensive Plan Assessment Report (Report), which was issued on March 15, 2016. This Report includes: a project overview; a review of the 1999 Comprehensive Plan; guidelines for establishing a community vision; a community survey; a project outline and recommendation for the 2017 Comprehensive Plan. The Task Force provided the Project Team with comments. A final draft of the Report shall be issued by the Project Team for consideration by the Task Force.
- (2) **Comprehensive Plan Survey:** A draft Comprehensive Plan Survey (Survey) was prepared and issued by the Project Team. The Task Force provided comments and directed the Project Team to finalize the Survey, which shall be distributed by Allen Township via its Website and Newsletter. The deadline for responding to the Survey shall be April 29, 2016.
- (3) **Project Outline:** A draft Project Outline was prepared and issued by the Project Team for review and consideration. The Project Outline includes a table of contents, list of maps and appendices, which shall be used as the basic framework for the 2017 Comprehensive Plan. The Task Force provided comments to the Project Team for further consideration. The Project Outline shall be considered fluent at this phase of the project and may be modified from time to time.

- (4) **Community Assessment:** The Project Team has initiated efforts to complete Phase 1 of the Comprehensive Plan Update. Additional focus shall be required to: formulate a mission statement; identify the principal issues; and to formulate the community goals and objectives. This effort will be coordinated between the Task Force and Project Team.
- (5) **Special Interest Groups:** The Project Team has recommended that special interest groups be invited to attend future workshop meetings to discuss issues relating to: land use and zoning; transportation; utility services; stormwater management; natural features and resources; community services; economic development; and other critical planning issues. The Task Force agreed to initially discuss policy issues with the Lehigh Valley Planning Commission.
- (6) **General Discussion:** The Task Force in conjunction with the Project Team discussed several issues that relate to past and current planning efforts in Allen Township, which included: subdivision and land development activity; commercial and industrial land uses; residential housing composition; rural and agricultural preservation; local and regional transportation improvement projects; mobility and accessibility issues; sanitary sewage and water supply; and utility limitations.

The next workshop meeting will be held on Wednesday, April 27, 2016 at 7:00 pm.

With no other business to discuss at this time, the meeting was adjourned.

Respectfully submitted,

Ilene M. Eckhart
Manager