



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

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**ALLEN TOWNSHIP SUPERVISORS & PLANNING COMMISSION  
JOINT MEETING  
MINUTES  
April 27, 2016**

A Comprehensive Plan Meeting of the Allen Township Board of Supervisors and the Allen Township Planning Commission was held on Wednesday, April 27, 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; Louis Tepes Jr. Ilene Eckhart, Manager; B. Lincoln Treadwell, Jr., Esq.; J. Jerome Skrincosky, AICP  
(Hawk Valley Associates, PC)

**Public to be Heard:** No comments from the audience.

**General Business:**

(1) **Intermunicipal Sewer Agreement Ordinance, Draft (Hanover Township, Lehigh County and Catasauqua Borough):** Mr. Treadwell present the following draft ordinance summary and requested the Board's consideration to authorize advertisement of the draft: "AN ORDINANCE OF THE TOWNSHIP OF ALLEN, NORTHAMPTON COUNTY, PENNSYLVANIA PROVIDING FOR THE EXECUTION OF THREE (3) INTERMUNICIPAL COOPERATION AGREEMENTS WHICH PROVIDE FOR: (A) THE PURCHASE OF SANITARY SEWER CAPACITY IN THE CATASAUQUA SEWAGE TREATMENT PLANT, (B) THE PROVISION OF SANITARY SEWER TRANSPORTATION SERVICES THROUGH THE HANOVER TOWNSHIP, LEHIGH COUNTY, SANITARY SEWER LINES, AND (C) THE TREATMENT OF SANITARY SEWAGE AT THE CATAUSAUQUA BOROUGH TREATMENT PLANT". Mr. Oberly made a motion to authorize advertisement of the draft ordinance as described by Mr. Treadwell; seconded by Mr. Hassler. On the motion by roll call vote, all Supervisors present voted yes.

**Comprehensive Plan Discussion Items:**

(1) **Interim Zoning Amendments:** The Task Force reviewed draft amendments to the existing Zoning Ordinance and a revision to the Zoning Map. A variety of options were discussed. The Task Force determined that certain modifications could be made to the amendments and that a revision to the Zoning Map may not be necessary at this time. Further dialogue will be required between the Board of Supervisors and Planning Commission.

- (2) **Comprehensive Plan Survey:** The Comprehensive Plan Survey (CP Survey) was issued to the residents and landowners of Allen Township on March 29, 2016. Responses to the Survey can be made via mail, fax, e-mail and/or on-line to Allen Township by April 29, 2016. The Project Team shall tabulate the results and issue a report to the Task Force by May 17, 2016.
- (3) **Comprehensive Plan Assessment Report:** The Project Team presented the final draft of the Comprehensive Plan Assessment Report (CP Assessment Report), which was issued on April 7, 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.
- (4) **Prioritization of Community Issues:** The Project Team has requested the Task Force to prioritize the Community Issues and Needs (Page 7 of the CP Assessment Report). The purpose of this assignment is to identify the most prominent issues relative to land use, community facilities and services, economic development, transportation and utilities. These results shall be utilized to verify the feedback from the CP Survey and to initially formulate the goals, objectives and policies for the 2017 Comprehensive Plan.
- (5) **Tour of Allen Township:** The Project Team in conjunction with representatives of the Task Force shall schedule a tour of Allen Township in order to gain a closer perspective of local and regional issues that may pertain to the 2017 Comprehensive Plan.
- (6) **Community Vision:** The Project Team would like to complete Phase 1 of the Project within the next few months. The remaining tasks shall include: establishing a mission statement; identifying the principal issues; and preparing community goals, objectives and policies that can be strategically implemented over the next 10 to 15 years.
- (7) **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. These general discussion points shall be utilized by the Project Team for the 2017 Comprehensive Plan.

**The next workshop meeting will be held on Wednesday, May 25, 2016 at 7:00 pm.**

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

Respectfully submitted,

Ilene M. Eckhart  
Manager