



Allen Township Planning Commission

Meeting Minutes

May 15, 2023

6:00 P.M.

A **General Meeting** of the Allen Township Planning Commission was held on Monday, May 15, 2023 at 6:00 P.M. at the Allen Township Fire Company Building, located at 3530 Howertown Road, Northampton, PA. Chairman Gary Krill led the audience in the Pledge of Allegiance to the Flag.

Roll Call:

Present: Gary Krill; Gary Behler; Felipe Resendez, Jr.; B. Ilene M. Eckhart, Manager; Maurin Ritinski, Administrative Assistant; Lincoln Treadwell, Jr. Esq. Solicitor; and Stan Wojciechowski, PE, CME, Engineer (Barry Isett & Associates, Inc.)

Absent: David Austin; Paul Link; and Andrea Martin, EIT (Barry Isett & Associates, Inc.)

Announcements: Mr. Krill announced that Business Item B (Preliminary/Final Land Development Plans, Allen Development Partners LLC proposed Wawa Convenience Store with Gas) and Business Item C (Preliminary/Final Stone Ridge Major Subdivision Phases 3, 4 and 5) were removed from the agenda (at the request of the applicant) and therefore will not be discussed during this meeting.

Minutes: Mr. Behler made a motion to approve the minutes from April 17, 2023, seconded by Mr. Resendez. On the motion, by roll call vote, all Commissioners present voted yes.

Public to be Heard: Phil Richardson, 917 Graystone Circle, commented that he would like to see the Wawa and remaining commercial development have more coordination to avoid any problems in the future. Mr. Richardson voiced concerns over the impact both projects will have relating to traffic and the number of intersections that will be impacted. Mr. Richardson stated that the intersection at Atlas Road and Weaversville Road is dangerous for drivers to make a left turn, especially during peak traffic hours. Mr. Richardson also requested that the deferred items be completed for the residential Stone Ridge plan prior to any plan being approved. He listed deferred work being related to the detention pond; sidewalks at Graystone Circle and Pine Street; a street light wire near the detention pond that is sticking out of the ground; and the lack of plantings on the berm to rear of 938 through 948 Graystone Circle.

Business Items:

A. Preliminary Subdivision and Land Development Plans – Willowbrook Farm Phase 5: Ray Grochowski, A&E Consulting, LLC, indicated that he received the review letter from the Township Engineer today. Mr. Grochowski explained that many of the comments are identical to the previous letter and noted that they focus on plan clean up. Relating to Waiver Request 6C, Mr. Wojciechowski requested justification if NW Road G could be shifted east 34 feet to comply with requirements as there is on 116-feet between the intersections as shown. Jeff Beavan, Bohler Engineering, explained that there is a property line which may limit the ability to comply. He also indicated that there is grading and landscaping in the rear of these residences that

would need to be reviewed. Mr. Beavan indicated that the existing Krall Lane must be maintained for emergency access. He explained that he does not expect much traffic on NW Road H or NW Road G due to each road servicing the four homes on each road. Mr. Beavan explained that there is also a water main that follows the emergency access road. He indicated that this would limit landscaping for Lots 337 – 340. Mr. Grochowski informed Mr. Wojciechowski that this will be reviewed further.

Mr. Wojciechowski explained that there are no significant changes to the waivers being requested. He reported that the stop sign configurations were reviewed and the plans were adjusted accordingly but that there are conflicting pavement markings on the plan at one location that would need to be cleaned up.

Mr. Krill requested clarification regarding Waiver Request #3. Mr. Wojciechowski explained the reasoning for the waiver request and indicated that if sidewalks were installed around this small island that it would be primarily a concrete island. Mr. Beavan noted that the larger open space island has a sidewalk and that the smaller island will be open space and used for traffic control. It was explained that there would be no need for sidewalks around this island. Mr. Behler inquired if a waiver was needed for sidewalks along West Bullshead Road. Mr. Wojciechowski indicated that he needs to review the ordinance as this might be exempt under the ordinance. Mr. Behler indicated that the waiver requests are formalities and noted that the Township Engineer did not have any objections to the remaining waiver requests.

Mr. Grochowski explained that a comment was made previously by the Planning Commission that a berm may be beneficial along West Bullshead Road. Mr. Grochowski reported that they have examined the option of adding a berm and have prepared a cross section to illustrate the grade. Mr. Beavan displayed two representative cross sections from two points along West Bullshead Road. He explained that there is a swale at the rear of the lots to collect on-lot and roadway drainage. Mr. Beavan stated that the residences are set down below the roadway by 4-feet to 6-feet. Mr. Beavan indicated that the Willow Green residences are set above the roadway. He reported that there is a 6-foot difference from finished floor to finished floor. The proposed residences along West Bullshead Road in Phase 5 are 6-feet lower than the Willow Green residences. Mr. Beavan noted that 6-foot high shadow box fencing is proposed along the right-of-way with landscape buffers consisting of evergreens and deciduous trees. The mature height of the trees will be attained in 10 to 15 years. Mr. Grochowski stated that the shadow box fencing will be cedar board on board. Mr. Behler questioned who would be responsible for maintaining the fence and noted that he prefers vinyl fencing as it requires less maintenance and does not deteriorate like wood. Mr. Grochowski explained that the homeowners association would be responsible for maintaining the fence. He stated that the shadow box fence was chosen to appear more natural with the landscaping. Mr. Krill requested to see some shrubs on the roadside of the fence. Mr. Beavan stated that they will proposed shrubs for this area.

Mr. Behler inquired if Mr. Grochowski and Mr. Beavan have fully read the Township Engineer's comments. Mr. Grochowski noted that Mr. Beavan feels comfortable addressing all of Mr. Wojciechowski's technical comments. Mr. Wojciechowski indicated that the impervious coverage will need to be calculated for each individual lot as this is required by ordinance. Mr. Krill questioned if the Fire Chief has been contacted about fire hydrants. Mr. Beavan confirmed that the Fire Chief is reviewing the full plan set along with the other phases. Mr. Beavan indicated that additional hydrants have been provided at the Fire Chief's request for the other phases. He stated that they are willing to add additional hydrants at the request of the Fire Chief.

Mr. Wojciechowski read the waiver requests from the Barry Isett Review Letter dated May 15, 2023. He indicated that item number 6C is being removed from the waiver requests as this is being reviewed. The waiver requests from the Barry Isett Review Letter dated May 15, 2023 is as follows:

“WAIVERS REQUESTED

A waiver from the following Ordinance requirements have been requested:

1. *SALDO §22-502.2.A. which requires the plans be drawn at a scale of 50 feet to the inch and the sheet size be 24 inches by 36 inches. We support this waiver as the 40 scale drawings and larger sheet size provide better detail on the plans.*
2. *SALDO §22-502.3.A. which requires the drawings identify existing man-made features within 200 feet of the boundaries of the subject land. We could support a waiver of this section conditioned upon any area that may affect, or may be affected by this development, as determined by the Township Engineer in subsequent reviews be shown.*
3. *SALDO §22-802.2.B(2) and §22-802.2.G(2). Which requires sidewalk be provided on both sides of a private access entry road and one-way private street with parking at the small open space area bounded with NW Road D and NW Road E.*
4. *SALDO §22-802.2.B(1) which requires private access entry roads be designed with a 24’ cartway width. We have no objection to this request.*
5. *SALDO §22-802.2.E(1) which requires local streets to have an 8’ restricted parking lane along the entire length. We would not object to this request.*
6. *SALDO §22-802.D.(4) which requires a minimum centerline distance between two adjacent intersections of streets to be less than 150 feet at three street segments. We have the following observations:*
 - a. *We have no objection to this request for NW Road I between NW Road D and NW Road E, since NW Road E is a one-way street away from Road I.*
 - b. *We have no objection to this request for the roadway connection between NW Road D and NW Road E between the open space median islands, as this connection is in essence a shared driveway.*
 - c. ~~*The Planning Commission may wish to review justification for this request at NW Road D between NW Road G and NW Road H as it appears that NW Road G could be shifted east 36 feet to comply with this requirement.*~~
7. *SALDO §22-802.3.F(1) The applicant has requested a partial waiver from the requirement that the grade of the intersecting center lines of a street intersection shall not exceed 4%, to allow a slope of up to 5% at the intersections of NW Road H and D, and NW Road H and G. We have no objection to this request, as the Design Engineer has provided ample reasoning where this condition is not met.”*

Mr. Behler made a motion to recommend approval of the waiver requests from the Barry Isett Review Letter dated May 15, 2023 as read by the Township Engineer for Willowbrook Farm Phase 5, seconded by Mr. Resendez. On the motion, by roll call vote, all Commissioners present voted yes. Mr. Behler made a motion to recommend approval of the Preliminary Subdivision and Land Development Plans – Willowbrook Farm Phase 5 along with the recommended waiver requests and so long as all comments from the Barry Isett Review Letter dated May 15, 2023 are met satisfactorily, seconded by Mr. Resendez. On the motion, by roll call vote, all Commissioners present voted yes. Ms. Eckhart reported that the time on all of the Willowbrook Farms plans are good until June 30th, 2023.

B. Preliminary/Final Land Development Plans, Allen Development Partners LLC proposed Wawa Convenience Store with Gas: *This item was removed from the meeting agenda as indicated by Mr. Krill at the start of the meeting.*

C. Preliminary/Final Stone Ridge Major Subdivision Phases 3, 4 and 5: *This item was removed from the meeting agenda as indicated by Mr. Krill at the start of the meeting.*

D. Banquet Facility (Special Events Center) Accessory Use in Agricultural Zoning District – Draft Zoning Ordinance Amendment: Mr. Treadwell explained the proposed draft zoning ordinance amendment which would allow for a banquet facility use as an accessory to a farm, vineyard, or winery use in the agricultural district. He indicated that the draft zoning ordinance amendment notes a maximum building height of 62-feet measured from grade around the building perimeter with no occupied floor higher than 25-feet. Mr. Treadwell reported that the Board of Supervisors has approved sending the draft zoning ordinance amendment to the Allen Township Planning Commission and Lehigh Valley Planning Commission for review in order to begin the adoption process. Mr. Treadwell reported that he spoke with Mr. Resendez and advised him that he should abstain from any voting on this matter due to a conflict as a family member of Mr. Resendez is the

individual who proposed this draft zoning ordinance amendment. Mr. Treadwell explained that the Lehigh Valley Planning Commission will have 45 days to review the draft zoning ordinance amendment. He recommends that this item be placed on the Planning Commission's agenda for June when there will be enough members to vote on this matter.

At Mr. Behler's request Mr. Treadwell explained the difference between a banquet facility and a special event center. Mr. Treadwell indicated that the property owner on Bullshead Road who currently has a special event center had only expressed interest in limited wedding-type events. Mr. Treadwell explained that at the time the property owner did not want a full banquet facility use. There are infrequent events at the special event center. Ms. Eckhart indicated that an existing barn on this property was retrofitted to accommodate the special events and the property is agriculturally zoned. Mr. Behler was hesitant on permitting a banquet facility as an accessory use. He voiced concerns on the impact that a banquet facility may have on neighboring properties and stated that proper buffering would be necessary. Mr. Behler questioned if there are time frames that are authorized to hold banquet facility events. Mr. Krill inquired if alcohol would be permitted outside of buildings at a banquet facility. Mr. Treadwell explained that the sale of alcoholic beverages during events would be permitted inside or outside so long as it is on the premises. He noted that additional regulations can be added. Mr. Treadwell also explained that there are no time frames listed for banquet facilities right now. He indicated that banquet facilities are currently permitted in R2 (medium density residential) and R3 (high density residential). Ms. Eckhart stated that there are currently no banquet facilities operating in Allen Township. Mr. Treadwell suggests that additional regulations can be set regarding banquet facilities since there are currently none operating in the Township. Mr. Behler and Mr. Krill voiced concerns regarding banquet facilities in the R2 and R3 zoning districts. Mr. Treadwell made a note that the Table of Uses may need to be adjusted. Mr. Behler suggested that this discussion be placed on the agenda with other SALDO reviews in order for one hearing to take place.

Public to be Heard: Don Noll, 4040 Pine Hurst Drive, inquired where the construction vehicles will park and enter the property for the Willowbrook Farms project. Mr. Noll stated that he is concerned with noise and the turn radius of the equipment. Mr. Noll requested that the property be accessed from Willowbrook Road. Mr. Wojciechowski explained that Phase 5 will be accessed across from the Catasauqua High School and across from the Willow Green community. Phases 3 & 4 will be accessed from Willowbrook Road. He indicated that this is due to the Northampton County Conservation District and the property's NPDES permit to permit discharge of stormwater. He explained that the Northampton County Conservation has the right to go on the property and issue violations and fines. They have the sole right to confirm on behalf of DEP that the project is not polluting streams. Mr. Wojciechowski explained that each phase of the project will have an approved way to access the property in order to protect the streams. He clarified that the Township has no authority over this.

Announcements: As indicated on the meeting agenda, the next Planning Commission meeting will take place on Monday, June 19th, 2023 at 6:00 PM.

There being no further business, the meeting adjourned at 6:46 PM.

Respectfully Submitted,

Ilene M. Eckhart



Allen Township Planning Commission

Meeting Agenda

Monday, May 15, 2023

6:00 P.M.

Location: Allen Township Fire Company Building

The Allen Township Planning Commission meetings will be held at the Allen Township Fire Company Building, located at 3530 Howertown Road, Northampton, PA.

A summary of the public comment policy and procedures is located at the end of the agenda as a reference for individuals wishing to address the Board during the “Public to be Heard” segments.

Note: Per Act 65 of 2021 requirements, this agenda was posted to the Township website and physical location of the proposed meeting, by Township staff on: May 11, 2023.

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

_____ Gary Behler

_____ Stan Wojciechowski, PE, CME, Engineer

_____ David Austin

_____ B. Lincoln Treadwell, Jr. Esq., Solicitor

_____ Felipe Resendez, Jr.

_____ Ilene M. Eckhart, Manager

_____ Gary Krill, Chairman

_____ Paul Link, Vice Chairman

4. Review & Approval of Minutes

5. Public Comment (Residents shall limit their comments to no more than three minutes)

6. Business Items

A. Preliminary Subdivision and Land Development Plans – Willowbrook Farm Phase 5

B. Preliminary/Final Land Development Plans, Allen Development Partners LLC proposed Wawa Convenience Store with Gas

C. Preliminary/Final Stone Ridge Major Subdivision Phases 3, 4 and 5

D. Banquet Facility (Special Events Center) Accessory Use in Agricultural Zoning District – Draft manager Zoning Ordinance Amendment

7. Public Comment (Residents shall limit their comments to no more than three minutes)

8. Next Planning Commission Meeting – Monday, June 19th, 2023 6 PM

9. Adjournment

-Public Comment Policy and Procedures-

- 1. A period for public comment will be held at the beginning of the meeting and at the conclusion of all agenda business items. Any public comments or questions shall be reserved until time on the agenda. Public comments and questions will not be permitted during the course of the Board's/Commission's business items.*
- 2. Individuals who speak must give their name, address and municipality prior to speaking.*
- 3. Time limit on length of public comment or presentation will be three (3) minutes per person, per meeting.*
- 4. A speaker will only be granted one three (3) minute extension, if given, for a maximum speaking time of six (6) minutes, at the discretion of the Chairman.*
- 5. Comments/questions shall be directed to the Board/Commission members only.*
- 6. Procedures will be in place to maintain proper decorum for the hearing. Public participation will be allowed but the Board will ensure respect for all citizens and maintain order. Personal attacks and outbursts will be ruled out of order. The Chairman of the Board or Commission may, within this discretion, rule out of order scandalous, impertinent, and redundant comment or any comment the discernible purpose of which is to disrupt or prevent the conduct of the business of the meeting.*
- 7. Individuals with lengthy written statements may submit them for the record and provide a verbal summary of three (3) minutes or less. Interested persons may email public comments via email, sent to manager@allentownship.org until 3:00pm local time the day of each meeting or by contacting the Township office. Public comment received via email will be read at the outset of the meeting. If you require an auxiliary aid, service or other accommodation, please contact the Allen Township offices in advance. In addition, an audio recording of the meeting will be posted to the Township website: www.allentownship.org within 48 hours of the meeting.*