



Allen Township Board of Supervisors

Meeting Minutes June 25, 2024 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, June 25th, 2024, at 6:00 P.M. at the Allen Township Municipal Building, located at 4714 Indian Trail Road, Northampton, PA. Mr. Hassler led the audience in the Pledge of Allegiance to the Flag.

1. Roll Call:

Present: Gary Behler; Jason Frack; Dale Hassler; Tim Paul; B. Lincoln Treadwell, Jr., Esq.; Ilene Eckhart, Manager; Tom Gogle, Public Works Crew Leader, and Stan Wojciechowski, PE, CME

Absent: Paul Link; Andrea Martin, Engineer

2. **Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Eckhart indicated that she wished to report on High Meadow Project and road work that will be coming up. Mr. Behler made a motion to add High Meadow Project and the associated roadwork to the agenda; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

3. **Public Hearings:** There were no public hearings.

4. **Public to be Heard:** There was no public to be heard.

5. New Business:

A. **Willow Ridge Estates Sketch Plan:** Mr. Rocco Caracciolo, P.E., of Jaindl Land Company introduced himself and explained that he was present at tonight's meeting for the Willow Ridge Estates Sketch Plan and to obtain the Supervisors' thoughts on the sketch. Mr. Caracciolo explained that the sketch plan shows eight (8) single family units, however, there are a few waiver requests. He indicated the first waiver he wished to discuss is waiver one (1) from the Bary Isett & Associates, Inc. letter dated June 14th, 2024, which read as follows:

"1. SALDO §22-411.4 which prohibits residential driveway access to a collector street."

He indicated that the referenced SALDO does prohibit the residential driveway access to a collector street. He then referenced the Allen Township SALDO §22-411.7G, which read as follows:

"G. Entrance. All driveways with access to an arterial or collector street shall have sufficient space to permit a vehicle to turn around and enter the street head-on."

Mr. Caracciolo explained that each lot will have houses with side entry garages along with a hammerhead driveway to allow a turn around area for cars to be able to enter Savage Road head on. Mr. Caracciolo stated that the second waiver he wishes to discuss is waiver two (2) from the Barry Isett & Associates, Inc. letter

dated June 14th, 2024, which read as follows:

“2. SALDO §22-411.2.E which requires lot depth to be between 1 to 2-1/2 times lot width wherever feasible. The maximum depth to width ratio of 3:5:1 is proposed. The Applicant should provide the minimum and median depth to width ratio proposed for evaluation.”

Mr. Caracciolo explained FEMA recently updated their floodplain mapping and the floodplain is closer to Savage Road now, which contributes to the deeper lots. He indicated that in the rear of the lots, the homeowners will not be allowed to build on it. Mr. Caracciolo explained that as the lot gets closer to the creek it will be a no mow area.

Mr. Caracciolo stated that the next waiver was in regards to sidewalk. He stated that they are proposing full curbing along the entire frontage of Savage Road. He stated that the sidewalk will link Willowbrook Road up to the Nor-Bath Trail. He stated that he was speaking with his employer and it was expressed that they are interested in providing the connection between the trail and sidewalk. He explained that the requested third waiver from the Barry Isett & Associates, Inc. letter dated June 14th, 2024, read as followed:

“3. SALDO §22-409 which requires sidewalk along streets. A bituminous walking path is proposed along Willowbrook Road in lieu of a concrete sidewalk. This walking path utilizes the existing pedestrian bridge of the Dry Run that was previously constructed with the Willow Ridge development.”

Mr. Caracciolo explained that there is a bridge that was constructed somewhere between the years 2009 and 2010. He indicated that to the South where Walker Drive is located there is a Homeowners Association that takes responsibility for half of the bridge. Mr. Caracciolo explained there is an additional bridge on Willowbrook Road that is very similar to the bridge from the proposed Willow Ridge Estates and Walker Drive Bridge. Mr. Paul questioned if it is planned to put concrete paths on both sides of the bridge located South on Willowbrook Road in order to put the bridge into use. Mr. Caracciolo indicated that was correct and what is tentatively being planned for. He indicated that walkway will continue at the corner of Willowbrook Road and Savage Road.

Mr. Behler indicated that as far as the waiver related to the safety issue of backing out on Savage Road, he knows that the Planning Commission discussed that as long as the hammerhead was wide enough to accommodate two (2) vehicles, the Commissioners were okay with that. He questioned if Mr. Caracciolo stated that the minimum for the hammerhead would be at least twenty (20) feet. Mr. Caracciolo indicated that was correct. Mr. Hassler indicated that looking at the drawing he felt that the hammerhead should be larger and wider. He explained the homeowners may have two cars however if there are children then there will be multiple cars and if they have any recreation vehicles or campers' people will start backing out onto Savage Road because they will not want to back into their yard. Mr. Hassler stated that by the time they homeowners start backing out into the street, Jaindl Land Company will no longer be involved and the Township will not be able to enforce cars exiting the driveway head on. Mr. Caracciolo explained that Jaindl Land Company can work with the footage and indicated that there will be a note on the record plan that states that when residents purchase the property a portion of the Hammerhead will always be left open for cars. Mr. Caracciolo expressed concerns that residents may not listen to the note. Mr. Treadwell recommended that a declaration of covenants against the eight (8) lots be recorded. He explained that the declaration could discuss the driveway, the hammerhead, what they are to be used for and no construction in the floodplain. He stated that it could be a simple three (3) page document because buyers are not going to read a note that is on the plan.

Mr. Hassler questioned sidewalk maintenance during the winter. Mr. Behler indicated that this topic was discussed during the Planning Commission and that the lot eight (8) owner would be responsible for the sidewalk all the way to where their property ends halfway through the bridge. Mr. Caracciolo indicated that each property owner is responsible for their own sidewalk maintenance. Mr. Behler indicated that worst case scenario the property owner will have to maintain the sidewalks, however, best case scenario the Board of Supervisors could vote that a portion of the sidewalk will have no winter maintenance. Mr. Wojciechowski explained that the Township placed signs that stated that there was no winter maintenance on a portion of West 27th Street. Mr. Hassler indicated that Savage Road will need to be maintained. Mr. Caracciolo stated that could be added to the Declaration of Covenants. Mr. Treadwell indicated that would be the homeowner.

Ms. Eckhart questioned if the property owner on Walker Drive, where the bridge is halfway on their property, was the original homeowner or not. Mr. Caracciolo indicated that he was not certain. Ms. Eckhart indicated that sometimes homeowners do not pay attention to things like the path being extended and she indicated that they would need to know that the path will be constructed if the plan moves forward.

Mr. Wojciechowski indicated that there is a fourth waiver from the Barry Isett & Associates, Inc. letter dated June 14th, 2024, which read as follows:

“4. SMO §8-224.15 which requires the impervious coverage used for stormwater management designs be the maximum impervious coverage allotted per the zoning ordinance. The applicant is requesting a partial waiver from the requirement to allow the impervious coverage used for the stormwater management design to be based on the zoning requirement for only the area outside of the existing floodplain.

Given that large areas of the lots are unusable for improvements, we would not object if the stormwater design was based on 35% of the developable portion (i.e., outside the floodplain) of the lot.”

Mr. Behler indicated that he thought the Engineers did not have an objection to the waiver request. Mr. Wojciechowski indicated that he did not have an objection.

Mr. Caracciolo asked if the Board had a consensus for the sketch plan. Mr. Treadwell stated that the Board will not be voting on the waivers, however, if the preliminary plan addressed the concerns that the Board has brought up then he felt that the Board would not change their minds. Mr. Hassler added that he felt that there needed to be two (2) fire hydrants. He stated that one (1) should be placed around lot seven (7) and another should be placed around lot two (2). Mr. Wojciechowski indicated that he requested that a fire hydrant be placed at the far north end of the property where the water line ends at lot one (1). Mr. Caracciolo indicated that the hydrants will be added to the plan and he will make the other recommended adjustments.

B. Resolution No. 2024-13: Ms. Eckhart explained that Resolution No. 2024-13 was in reference to the disposition of purged records. She explained the Township follows the Municipal Records Manual and its suggestions for items that can be disposed. Mr. Behler made a motion to adopt Resolution 2024-13 as it relates to the purging of records; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

C. High Meadows Project & Road Work (Item Added to Agenda): Ms. Eckart explained that that on Monday, June 24th, 2024, she received in the mail a Road Occupancy Permit for the High Meadow Project. She explained that this is road work that is associated with the project in order to bring the water utilities up to the High Meadow Project which involves W 32nd

Street. She reminded the Board that in February of 2024, the Township wished to bid out roadwork for W 32nd Street. She indicated that the Township did not advertise the bid yet, so there is no conflict with the bidding process.

Ms. Eckart indicated that she wished to speak with Mr. Wojciechowski about the security for the road work and if it was included with the Township improvement security estimate. She stated that she did talk with the project manager for the High Meadows Project at the preconstruction meeting. She stated that the project manager felt that it was not secured but it could be discussed. Ms. Eckhart stated that the plan to pave and restore W 32nd Street has changed because the utility work for High Meadows will cause a large cut into the street causing the Township to have to wait for it to settle properly. Ms. Eckhart indicated that there has been discussion for some cooperation with the developer and that the developer will discuss with their paving contractor about W 32nd Street. She clarified that in February it was discussed that Berks homes would impact on the street, however, the impact is with the High Meadows Project and the water line extension.

Ms. Eckhart explained that the work cannot begin in the PennDOT right-of-way because there is one pole that needs to be relocated up to the future Balliet Drive, which will be North of Spring Hill Road. She stated that once they are able to cut open the street, it will take about a week to complete the work. She stated that residents may see flagged traffic through the work area. She stated that there will be some work needed to be done in order to figure out the security issue and the timing.

Mr. Behler questioned if the Township or Homeowners Association would be responsible for the pump house. Mr. Treadwell believed the Township would be responsible for the pump house once the Township takes dedication of the roads. Mr. Treadwell questioned who would be installing the water line. Ms. Eckhart indicated that the NBMA will be installing the water line and excavating, while Schlouch will be doing the paving work. She explained that Schlouch will compact the cut, bring it up to grade, compact and then put a base cap on top. Mr. Hassler indicated that the Township will need to make sure that the trench is compacted well because the early stage of compaction is important to save the street in the future from having to have additional work done to it. Mr. Behler questioned if the road would be shut down during the NBMA work. Ms. Eckhart said that was correct. She indicated that there is a delay on hydrants and they are delayed by sixteen (16) to twenty (20) weeks. She explained that work would be finished by October or November.

Mr. Hassler discussed that there is a proposed legislation takes the zoning away from local government. He stated that the proposed state legislation will allow multifamily homes to be built in zoned single family home areas. Mr. Treadwell explained that the proposal allows for multifamily homes, duplexes, triplexes, and quadplexes to be built anywhere that allows single family homes and commercial development. He indicated that if it passes then all municipalities will need to amend their zoning ordinance to say that those are permitted uses in those zones. Mr. Hassler indicated that it will affect the Township because the Township has a population of over five thousand (5,000) people and there will not be anything the Township could do to stop it.

6. Public to Be Heard: There was no public to be heard.

7. Announcements:

Mr. Hassler announced the upcoming meetings. All meetings and events below will be held at the Allen Township Municipal Building. These meetings and events are as follows:

- Zoning Hearing 2024-01 Application of PTV 1363, LLC, Wednesday, June 26th, 2024, 6:00 PM
- Park and Recreation Board, Thursday, June 27th, 2024, 6:00 PM
- Board of Supervisors, Tuesday, July 9th, 2024, 6:00 PM

Mr. Hassler announced that there will be a Township sponsored Touch-a-Truck event at 4:00 pm at the Howertown Park. He stated that there will be an ice cream truck and, in the evening, a free movie will be shown at the Howertown Park with free popcorn.

8. Adjournment: There being no further comments or business the meeting adjourned at 6:35 PM.

Respectfully submitted,

Ilene M. Eckhart