



Allen Township Planning Commission

4714 Indian Trail Road
Northampton, Pennsylvania 18067

Phone: (610) 262-7012

Fax: (610) 262-7364

Eugene Clater, Chairman
Louis Tepes Jr., Vice Chairman
Gary Behler
Gary Krill
Alfred Pierce

Brien Kocher, P.E.
B. Lincoln Treadwell, Jr., Esq.
Ilene M. Eckhart, Secretary

MINUTES ALLEN TOWNSHIP PLANNING COMMISSION REGULAR MEETING Monday, July 20, 2015 7:00 P.M.

The regular monthly meeting of the Allen Township Planning Commission was held on Monday, July, 20, 2015 at 7:00 P.M. at the Allen Township Municipal Building, 4714 Indian Trail Road, Northampton, Pennsylvania 18067. The Pledge of Allegiance was recited by all present.

Roll Call: Present: Gary Behler; Alfred Pierce; Louis Tepes, Jr.; Eugene Clater; Gary Krill; Ilene Eckhart, Manager; Brien Kocher, P.E. and Jim Milot (Hanover Engineering); B. Lincoln Treadwell, Jr., Esq.

Minutes: Mr. Behler made a motion to approve the minutes of May 18th and June 15th, 2015; seconded by Mr. Tepes. On the motion, by roll call vote, all Commissioners present voted yes.

Public to be Heard: No comments from the audience.

Old Business

- A. **Northampton Industrial Park – Preliminary Plan**
Applicant/Owner: Century Commerce Center, LLC
Review Deadline: Receipt of Plans- May 22, 2015;
First Planning Commission Agenda – June 15, 2015;
90-day MPC Deadline - September 13, 2015 – No additional review comments provided.
A letter of extension for review has been received granting additional review until December 29, 2015:

Mr. Clater acknowledged receipt of the grant of an extension of time to review the plan until December 29, 2015. Mr. Treadwell indicated that this matter will be placed on the next Board of Supervisors Agenda. Mr. Clater was unsure if the applicant has formally submitted to PennDOT, although he reported there was a PennDOT Scoping Meeting on June 29th, 2015, which was very well attended by representatives of Allen Township as well as surrounding municipalities.

New Business

A. Landis Minor Subdivision

Applicant/Owner: Kevin and Bettina Landis

Review Deadline: Receipt of Plans- July 8, 2015;

First Planning Commission Agenda – July 20, 2015;

90-day MPC Deadline - October 17, 2015:

Mr. George Collura, PLS, was present along with the property owners Kevin and Bettina Landis to respond to the comments of the Township Engineer as outlined in the letter of review dated July 17, 2015. As a matter of background this property is located within the R-Rural Zoning District along Farm Hill Road, T-474. The proposed subdivision consists of one (1) building lot being divided from the existing parcel. The following comments were provided by the Township Engineer and discussed by the applicant/applicant's surveyor:

ZONING ORDINANCE

Section 27-501 — The Applicant shall provide a description of the existing and proposed use for the buildings on Lot 2.

Section 27-504 — The maximum building height shall be noted on the plans.

Section 27-1405 — Notation shall be added to the plan indicating the presence of any environmental features listed in this section.

Section 27-1405.5.A.(1) —The northwestern portion of the proposed Lot 2 appears to contain slopes equal to or greater than 15% within the buildable area. The Applicant shall verify these slopes as this will affect the required minimum lot size, the minimum lot width and the required maximum density and coverage.

Section 27-1405.A.(3) — A note shall be added to the plan indicating any earthwork performed on a slope of 8% or greater must have a grading plan.

Section 27-1407 — A note shall be added to the plan indicating that all proposed uses within the subdivision shall comply with the Hazards and Nuisances requirements of Zoning Ordinance Section 27-1407.

Section 27-1413.A.(2) — Clear sight triangles and notation shall be provided at the driveway along Farmhill Road.

Section 27-1413.A.(5) — The Applicant shall verify driveway grades do not exceed 10%.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

General Comment — The existing cartway dimension of Farmhill Road references existing edge of right-of-way. Additionally, the cartway width dimension does not match between the detail plan and overall plan layout.

Sections 22-311 and 22-503.4.1 — The Applicant shall provide, to the satisfaction of the Township Solicitor, a Deed of Dedication, including a legal description and plot plan, for all proposed improvements offered for dedication to the Township.

Sections 22-402.A.(2), 22-404, 22-406.K.(3)(a)-(e) and 22-407.2 — Where existing public streets bordering the subdivision do not provide the proper widths in accordance with this part of the Ordinance, additional width shall be required by the Board of Supervisors as part of an approval to construct improvements required to the street to bring the street into conformance. It may be the Applicants intent to request to pay a fee in lieu of performing the improvements. Mr. Clater questioned if there was a preference regarding this item. Mr. Collura questioned what has been done in the past. Mr. Collura indicated most likely the property owner would agree to the payment in lieu.

Section 22-407.16 — No fences, hedges, walls, planting or other obstructions shall be located within the right-of-way to be dedicated except as permitted.

Sections 22-408.1 — Utility easements shall be 20 feet wide. Along the 150' leg, the easement between Lots 1 and 2 may be apportioned equally.

Section 22-411.7 — The Applicant shall verify the existing/proposed driveway meets all sections applicable including grade, safe stopping sight distance (SSSD), etc. Clear sight triangles and notation shall also be identified on the plans for the existing driveway to Farmhill Road.

Sections 22-411.8 and 22-503.5.K — Street addresses shall be provided for all proposed lots.

Section 22-415.11.A — The Plan Notice for Onlot Sewage Disposal shall be shown on the plans.

Section 22-416.5 — Subdivision Plans shall contain a Plan Note specifying the source of water supply. Mr. Landis indicated the water line would be extinguished as noted on the plan.

Section 22-423 — Concrete survey monuments shall be provided at every tract boundary corner, as opposed to iron pins, unless existing monumentation is found for that corner.

Section 22-502.2.A — The plans shall be drawn at a scale of 1" = 50'.

Section 22-502.2.A.(1) — The tract boundaries of all contiguous property owned by the Applicant or owner shall be identified.

Section 22-502.2.A — The Applicant shall clarify the bearings and distances for both lots as they appear to conflict between the plat and detail. All bearings and distances should be provided on the plat.

Sections 22-502.3.A, B and C — The following comments regarding the Existing Conditions Plans shall be satisfactorily addressed:

1. The widths of the existing cartways and rights-of way shall be revised to be consistent between the plat and detail.
2. The T-474 designation for Farmhill Road shall be added to the plan.
3. Any existing utility structures and pipes, utility poles, fences, etc. proposed to be removed and/or relocated shall be clearly identified.
4. The soil types for each parcel shall be identified on the plan and the soil chart revised to show only the soil types on site.
5. The benchmark identified on the plan view references an assumed elevation and must be based on the Township based USGS datum.

Section 22-502.4.E — The Bulk Regulation Table shall differentiate the site data and requirements for each lot on the plan.

Sections 22-502.4.F and 22-503.3.H — A List of Dedications note shall be provided on the plans including all land and proposed improvements offered for dedication to the Township.

Section 22-502.4.M — The applicant shall provide bearings and distances for any existing or proposed drainage or other easements.

Sections 22-502.6.A. — The following certifications and notices must be provided on the plans as shown in Appendix C:

- Maintenance of Drainage Easements by Owner's statement;
- Notice of onlot sewer requirements;
- Notice of lack of guarantee for onlot well water adequacy.

Sections 22-502.6.B, 22-503.3.J and 22-503.5.0 — The Owner's Statements shall be revised to be consistent with Appendix C.4, and the Owner's shall sign the statement.

Sections 22-502.6.C, 22-503.3.H, 22-503.3.K and 22-503.5.F.(1) — The List of Dedications shall be added to the plan, consistent with Appendix C.6. All land and proposed improvements offered for dedication to the Township shall be identified in the List of Dedications, and the Owners shall sign the List of Dedications.

Sections 22-502.6.D, 22-503.3.L and 22-503.5.A — The Surveyor's Certification shall be revised to be consistent with Appendix C.4, and the surveyor shall sign and seal the Surveyor's Certification.

Sections 22-502.6.F, 22-503.3.0 and 22-503.5.G — The Applicant shall provide documentation of review by the Lehigh Valley Planning Commission, including copies of any review letters to our office.

Sections 22-502.6.G and 22-503.5.D, 22-502.6.H, 22-503.3.P, 22-503.5.H, 22-503.3.N and 22-503.5.E — All acknowledgements and signature blocks shall be revised to be consistent with those found in Appendix C.

Section 22-503.3.F — Any restrictions in the deed affecting the subdivision of the property shall be submitted to the Township and Solicitor for review.

Section 22-503.5 — The plan sheet(s) to be recorded shall include all applicable certifications, signatures and seals.

Section 22-503.5.j — Uniform Parcel Identifier Numbers shall be provided for the proposed lots when obtained from the Northampton County Courthouse.

STORMWATER MANAGEMENT ORDINANCE

Section 8-205.1.A — The Applicant shall provide a summary of the existing, with date of construction, and proposed impervious areas on the site to determine the applicability of this Ordinance and any other local, county or state stormwater management requirements.

Mr. Clater clarified that the only waiver requested was on the plan scale. The Planning Commission will consider a revised resubmitted plan for the August meeting.

**B. Delli Santi Associates – Lot 4 Horwith Subdivision
Paving Issues (Lehigh Engineering Associates, Inc. “Land Development Existing Features Sketch Plan” dated 6/29/15)**

Mr. Ernie Delli Santi, owner of the property along with Brian Gasda, PE, Lehigh Engineering Associates, Inc. was present to discuss a deferment of paving within the remainder of their driveway and parking areas and to seek a recommendation of the Planning Commission. Mr. Delli Santi discussed his progress on the site and he seeks a certificate of occupancy for the structures that have been newly constructed on the property.

Mr. Pierce questioned the stormwater pipe at the rear of the property. Mr. Gasda responded that the 30" HDPE swale and pipe have been installed. Mr. Milot indicated that several of these items have not been addressed and the plan has not been recorded. Mr. Milot indicated that the as-built plans have not been submitted. Mr. Gasda indicated that the survey work has not been completed for the As-Built because he did not want the survey crews to interfere with the construction crews working on site. On the question, from Mr. Pierce, with regard to the area marked "existing stone" to the south side of the maintenance building, Mr. Delli Santi indicated that he would be applying topsoil and seeding the area and left for a period of time (possibly five years). Mr. Milot suggested this area would be better served in a paved or concrete condition. Following some discussion, Mr. Clater suggested the requirement of installing an area of macadam and curbing to protect the entrance area and the associated movement of the trucks. He felt likewise scenario with the parking area. This would basically protect the front 1/3 of the property in macadam condition of the property. The rear 2/3 of the property could be potentially handled in a deferment. Mr. Tepes felt this could even be some type of barrier.

Mr. Pierce questioned the sanctions for violating a plan. Mr. Treadwell responded the sanctions for violating a plan could include revoking a certificate of occupancy. Mr. Pierce made a motion to recommend the granting of a deferment for the requirement of the required asphalt installation (paving) pursuant to the approved plan with the exception of the area in the vicinity of 100' from the office building and to the point in line with the corner of the shown handicapped parking space for a period of two years (of plan recording), with the appropriate plan note and that the plan is recorded with the those conditions prior to issuance of a certificate of occupancy by the Township; seconded by Mr. Tepes. On the motion, by roll call vote, all Commission members present votes yes. Mr. Treadwell commented that the plan needs to be recorded before the certificate of occupancy can be issued.

C. Comprehensive Planning and Discussion regarding the 2014 Lehigh Valley Planning Commission's Profile + Trends report: In response to recent internal discussions and review of the report provided by the Lehigh Valley Planning Commission's Profile + Trends Report dated 2014, Mr. Pierce brought forth for discussion the timing of possibly hiring a professional planner to consult with the Township Board of Supervisors and Planning Commission to guide the process to identify and assist in determining a path for long term growth patterns. The Commission discussed at length the "outcome" of the 1999 Comprehensive Plan and how to address what type of thought processes would be involved with a new planning attempt of initial benchmark. In conclusion, Mr. Clater suggested a recommendation to the Board of Supervisors to, in light of all the planning documents from the LVPC and what we are seeing in the demographics of the area, it would be our suggestion to hire, under contract, a planner to evaluate our current Comprehensive Plan and determine what the gap may be. How does it apply to the world as we know it? We would prefer to do this with someone in the business. Maybe it is time to take a professional look at what we have and where it may be going in the next 25 years. The Commission agreed by consensus to convey this request and suggestion to the Supervisors.

Ordinance Changes/Updates:

A. Table of Existing Uses – Non-Residential Zoning Districts: As follow-up to one of the items discussed at the Joint Board of Supervisors & Planning Commission Workshop which was held on June 23rd, 2015, Mr. Clater requested the Commission begin to review in order to provide a recommendation on Uses within the Non-Residential Zoning Districts. Mr. Clater noted the review of Uses provided as part of Ms. Eckhart's August 2014 memo to the Commission which also provided a list of multiple items for review and tentative amendments.

Mr. Pierce posed the observation and question if commerce today is conditioned upon overnight delivery and should commercial development types of growth be encouraged? In conclusion, the Commission agreed to schedule a work session specific to develop Use Definition recommendations during the week of August 3rd.

Public to be Heard: No comments from the audience.

There being no further business, the meeting adjourned at 9:20 PM.

Respectfully submitted,

Ilene M. Eckhart