







Board of Supervisors

Regular Meeting

Minutes

425 Wells Road
Doylestown, PA 18901
215-348-9915
<http://doylestownpa.org>

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Tuesday, August 19, 2025

7:00 PM

Community Meeting Room

Board Members in attendance: Jennifer V. Herring, Chairman; Barbara N. Lyons, Vice Chairman; Nancy Santacecilia; Dan Wood and Judy Dixon.

Township Staff in attendance: Stephanie J. Mason, Township Manager; Dave Tomko, Director of Operations; Andrea Mergner, Assistant Township Manager; Chief Charles Zeigler; Matt Johnston, Township Traffic Engineer and Lauren Gallagher, Solicitor.

7:00 PM REGULAR MEETING

Pledge to the flag

Ms. Herring welcomed everyone to the meeting, she stated that prior to the meeting the Board met in Executive Session regarding Boards & Commissions Interview, Conservation Easement and Personnel Matter.

Presentations

None

Public Comments Agenda Items Only

No Comments.

ANNOUNCEMENTS

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, September 16, 2025 at 7:00PM
- B. The Doylestown Township Board of Supervisors and Finance Committee will hold a Budget Work Session on Tuesday, September 3, 2025 at 5:00PM.
- C. The Doylestown Township Administration Office will be closed on Monday, September 1, 2025 for Labor Day.
- D. The Thompson Performing Arts Series at the C & N Amphitheater continues this Wednesday, August 20th with 80's Revolution & Thursday, August 21st Frontiers both starting at 7PM. Please go to www.doylestownrec.org for the complete 2025 line up.
- E. Community Recreation Center Open House, Sunday, September 7th 2:30pm – 4:00pm. Take a sneak peek at this amazing space designed for all ages and interests!
- F. Keep up to date with Township News / Events – sign up for E-news at www.doylestownpa.org. E-News is sent out every Friday at 4:00PM.

MINUTES APPROVAL: On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the minutes of July 15, 2025 minutes. The motion carried 4 – 0, with Ms. Santacecilia abstaining.

CORRESPONDENCE

None

REPORTS

Solicitor

Nothing to report.

Township Engineer

Nothing to report.

Police Chief

Chief Zeigler stated that two officers have completed their one-year probationary period and is requesting tenure for Ofc. Desiree Freitag and Ofc. Steven Johnson.

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board granted tenure to Ofc. Freitag and Ofc. Johnson. The motion carried 5 – 0.

Dir. of Operations**Road Program Change Order #1**

Mr. Torpey stated that additional paving on Pine Valley & Pinevale Road. He is asking for an increase in the contract and provide a change order to James D. Morrissey in the amount of \$65,046.30, as addition to the already awarded contract. This will cover approximately ½ mile where extensive work is needed.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the change order for James D. Morrissey for additional paving along Pine Valley and Pinevale Roads for \$65,046.30. The motion carried 5 – 0.

Police Department Flooring – All Sports Proposal

Mr. Tomko stated that the flooring in the Police Department, Mr. Schea & Chief Zeigler, requested this be budgeted for 2025 as it is already showing the amount of use it gets and is peeling up. The Budget amount was \$40,000. This will be the same material that is going into the Community Recreation Center, All Sports base bid is \$25,000 which includes a majority of the squad room, common spaces, hallways and ready room. Alternate #1 for \$7,000 for the flooring from the squad room hallway to the lobby.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board the All Sports Enterprises, Inc quote to supply labor and materials to install flooring in the Police Department Squad Room and corridor for the base bid and alternate item #1 totaling \$32,500.00. The motion carried 5 – 0.

Community Recreation Center & Park Improvements**Skepton Change Order**

Mr. Tomko stated that he has not received the necessary documents and is asking the Board to table this item until a later date.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board agreed to table the Skepton Change Order until a later date. The motion carried 5 - 0.

US Solutions Change Order #7 & #8

Mr. Tomko change order #7 is some cleanup items and final coordination to feed and power other buildings on the Township campus. Low voltage wiring for the vent hood in the kitchen. Power will run down to Kids Castle and the bathrooms, feeders that power that will have to be upsized and add breakers. With installation of new transformer, we will power the bathrooms, DTMA building and Public Works building. Total for Change Order #7 \$22,702.06. This will also be installed in two owner meters on the Public Works & DTMA buildings.

Change order # 8, the assumption that the power run would be 450' is not 600' long. Wires needed to be upsized to prevent voltage drops. US Solutions site superintendent went through the situation with us powering the bathrooms from Kids Castle, looked at multiple ways to address this and kept the cost as low as possible. It will be a code-compliant, safe, most cost-effective solution to power the bathrooms.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved US Solutions Change Orders #7 in the amount of \$22,702.06 and change order #8 in the amount of \$40,711.32. The motion carried 5 – 0.

Miller Sports – Change Order #1

Mr. Tomko stated that we purchase directly from Miller Sports the net posts, install the netting for all the courts, tennis, pickleball & basketball, they are doing the color top coat and the line work on the courts. With the USTA grant we are required to have blended lines on all four tennis courts. The change order will be an additional \$2,000 to have all the courts have blended lines.

On motion of Ms. Dixon, seconded by Ms. Lyons, the Board approved Miller Sports Construction change order #1 to install blended lines on the four tennis courts' proposal in the amount of \$2,000. The motion carried 5 – 0.

Assistant Township Manager

Nothing to report.

Township Manager

Ms. Mason stated that we have a request from Desis of Doylestown for a partial waiver of fees associated with their rental of the Community Recreation Center. They are requesting to use the multi-purpose room and the gymnasium on two occasions, September 19th for Diwali and October 12th for Garba. Their waiver request is for the use of the multi-purpose room on both dates. The recommendation from Parks & Recreation Director, since this is the first year, not a full fee waiver, perhaps a rent reduction between 10% to 25% - \$250 & \$350. The current policy allows for up to \$1,000 per year for non-profits.

Ms. Herring noted that there is a difference between the utilization of limited space like the recreation center and that type of waiver, she sees the reasoning for a reduction, since we are just getting up and running, she supports the reduction.

Ms. Lyons stated that she thinks we need a policy on waivers for the recreation center itself, the interior is more labor intensive, clean up, preparation, etc. We need something specific to the recreation center we need to have it specified that the non-profit is 501c3.

Ms. Sweeney, Director of Parks & Recreation, one of her concerns is to provide the service but not give the house away. We have partners that we have always worked with the school district, municipalities and adaptive/special needs groups. Everyone is a non-profit. They worked very hard doing their research to come up with the pricing.

There was discussion on the set fees for rentals in the Community Recreation Center such as the \$25 basic cleaning fee being too low to cover cleaning, staffing & labor.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved a \$600 waiver for Desis of Doylestown. The motion carried 5 – 0

The Park & Recreation Department will work on a policy specific to the Community Recreation Center regarding fee waivers for non-profits.

Supervisors

Ms. Santacecilia – is looking forward to the courts, bathrooms and CRC opening. Fido Float is September 6th, the website has the incorrect date, Ms. Mergner will correct the website. Congratulations to our two officers.

Ms. Dixon – There was no Bike/Hike meeting this morning; however, the County Bike/Hike Maps have been updated, and the Doylestown trails are updated on the County map. As new developments occur, easements should be made available.

EAC – lots of projects going on, larger floating island in Central Park this helps to keep all of the algae from growing on the pond, working on a grant application for trees the Sandy Ridge Basin. Bird Safe Doylestown meeting 8/20 at 7pm at the Township Building. Fall Bird migration as of last night there were 193,000 birds flying over Bucks County.

Mr. Wood – Neshaminy Consortium update initial discussions have wrapped up the exploratory round of discussion of what it might look like. Focus is on MS4 Program and how we can collaborate with other municipalities to work together and possibly offset the costs. We'll have more in the coming months what the policy will look like and inner operations.

Planning Commission most of the current items are on the Boards agenda tonight.

Thanked the police, EMS and everybody who came out for National Night Out, it's great that Central Park is becoming central destination for Bucks County. Our police, Plumstead, Central Bucks Regional and various groups from the County. He also thanked his fellow supervisors who helped hand out hot dogs and pizza.

He shared a warning with parents and younger folks in Doylestown regarding E-Bikes. Most e-bikes are fine, but he has talked to several residents with concerns about number of e-bikes that are more like electric dirt bikes, moped or small motor cycle, they are not pedal assisted. He wants parents and other riders to please be aware of where your kids are riding these, he has seen them going down roads like Edison Furlong Rd, along 611, Main Street, over the bypass and dangerous roads. Many don't have licenses for riding these vehicles, they're not street legal. His biggest fear is that somebody will end up getting hurt. He is asking parents to be aware of where your children are riding these vehicles, they should not be treated as a bicycle, they should be treated as an actual vehicle – please talk to your children.

Ms. Lyons – Nothing to report.

Ms. Herring – stated that during the Executive Session they interviewed candidates for the Finance Committee. She made the motion to appoint Chris Giolli to the Finance Committee.

On motion of Ms. Herring, seconded by Ms. Lyons, the Board approved the appointment of Chris Ciolli to the Finance Committee. The motion carried 5 – 0.

UNFINISHED BUSINESS

Authorization to Advertise Amendment to Park & Recreation Ordinance 119

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board agreed to authorize the solicitor's office to advertise the Amendment to Park & Recreation Ordinance 119, "PARKS AND RECREATION AREAS, "SECTIN 10 DRUGS AND ALCOHOL". The motion carried 5 – 0.

NEW BUSINESS

Land Development

Fir Line Properties LLC – Preliminary / Final Land Development Plan – TP#09-022-108

Location: 405 Edison Furlong Road

Mr. Rob Gunlach, attorney for Fir Line Properties LLC, is a parcel of approximately 50 acres, containing one home located at 405 Edison Furlong Road. The land development proposal is to develop into a total of 11 single family lots, the existing home and ten additional lots.

The applicant has worked with the Township Staff and consultants, they have received a recommendation from the Township Planning Commission, review letters are mostly clean, the recent Gilmore letter had some comments that the applicant has agreed to meet. They are before the Board seeking preliminary / final plan approval for the proposed 11 lots. He stated that Mr. Costanzo, engineer, is here to address any comments.

Ms. Lyons stated that the plan is on the agenda as preliminary land development approval as is the draft approval letter from August 20th.

Mr. Gunlach stated that is correct, there was a request in the waiver letter for preliminary/final given the number of submissions and resubmissions that have occurred and most of the review letter had no comments. They are here tonight to ask the Board to consider preliminary/final as requested in the waiver letter.

Ms. Gallagher, Township Solicitor stated that she and Mr. Gunlach were working up until about 5:30pm today to try and get some changes made to this letter. They have reviewed them with the manager, engineer, planning consultant and all parties are comfortable with the revisions.

Ms. Gallagher shared the revisions to the letter of approval. Paragraph five, dealing with the Bucks County Planning Commission comments – the applicant will satisfy the comments set forth in the December 13, 2024 review letter of BCPC, except as the comments to the multi-use trail which are superseded by the updated plans and this letter. The Board will recall there is a waiver request related to the multi-uses trial and there is a fee in lieu of offer on that matter. In paragraph 16 it addresses dead street trees. We have added that the dead street trees on the property, exclusive of any of the existing dead trees that are documented and approved by the Township prior to commencement of construction within 100' of impervious surfaces, must be replaced by the property owner within six month. As Mr. Gunlach indicated, we had originally drafted this as a denial of the request for preliminary and final approval. We have changed that to grant the request for preliminary/final based upon the applicant's representation that the plans will be revised to bring the plans into compliance with paragraph 2 hereof and the review letters of Gilmore Associates Incorporated to the satisfaction of the Townships Zoning Officer or in the alternative seeking appropriate relief from the Doylestown Township Zoning Hearing Board combined with the numerous submissions in this matter. The Board has granted this waiver from this section of the ordinance. Other than that, all of the waivers and conditions of approval are set forth in the original draft that we circulated.

Ms. Dixon inquired that these lots are going to be individually sold and each of the homeowners builds their own property. Is there street lighting proposed in this neighborhood? For bird migrations can the lights be on a motion sensor after 11pm, will the lighting shine down and not out?

Ms. Santacecilia inquired if buses would be able to turn around in the cul-de-sac, she is concerned about children returning home from school when it starts to get dark.

Mr. Constanzo stated that there is a total of three street lights maintained by the HOA and can be incorporated as suggested.

Mr. Gunlach stated that the low lighting language, not turning off at 11. The lights are there for safety and can certainly be low lighting. He stated that there are sidewalks in the development, that was the request of the Township. These will be large houses with their own lights, they could have post lights.

Ms. Gallagher inquired of Mr. Gunlach if she is correct in understanding correctly that they are agreeable to an additional condition of approval that there will be low lighting use and that the lights will be turned off by 11pm?

Mr. Gunlach stated that low lighting is fine, he does not feel they can agree to the 11pm turn off for safety purposes. Those lights serve a purpose to steer vehicles so that they can see the entrance to the development off of Edison Furlong Road. They will certainly look at making them low lighting facing down so long as they serve the purpose.

Ms. Gallagher stated that they can work on some language that would minimize the impact to the neighborhood but comply with traffic safety regulations.

Mr. Gunlach stated that it would be acceptable.

Mark Hitcherman, Doylestown Township inquired about the wooded acreage that has to be maintained by the private owners. Is that correct? Will the homeowners be able to come in and take the trees down? Who will enforce this Township or HOA?

Ms. Gallagher stated that there is a condition of approval that requires a conservation easement to be placed on the property which would require maintenance of the portions of the wooded area. We are working with Township staff to get that put together, it has not been drafted as yet. Homeowners will not be able to take all the trees down; it will be enforced by the HOA and the Township. The primary obligation will rest with the HOA.

Ms. Mason stated that the deed will have the conservation easement in it, if the property is sold the conservation easement will remain as part of the deed.

Ms. Santacecilia inquired about how much space behind each property.

Ms. Goldstein, Gilmore Associates explained that it varies by property, there is a line on the plan that is the designated resource protection area, the conservation easement will encompass the entire area of the woodland resource protection area.

Aaron Borstein, Doylestown Township stated that he met with Mr. Salisbury, Director of Code Enforcement, he was reviewing the plans with me. He showed his adjacent property on the plan. What is the emergency easement that runs through his front yard going to be made of?

Ms. Goldstein stated that nothing is going to change with respect to that easement. It's an easement that's continue on to the next property, but nothing is going to change on your property. They don't have the right to change anything on your property.

Ms. Mason stated that easement exists on his property, he is located in the development next door and that easement was done probably 20+ years ago. Emergency access easements is for fire trucks, etc. Both developments have very long cul-de-sacs, if something happens, they would be able to bring an ambulance or fire truck through at Edison Furlong Road, they could come through one of the other developments to get to your development, through that emergency access. Some are grass pavers underneath to support a fire truck, other times they are just a grass easement. It is just an existing easement that is not paved. Nothing will be done to your property.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Fir Line Properties LLC Preliminary/Final Land Development Plans with the changes to the development agreement stated above including low lighting. The motion carried 5 – 0.

Ms. Gallagher stated that the agenda for the prior agenda item reflects it as a preliminary land development plan only. We discussed it for preliminary / final that was decided by the Board. We will update the agenda and post it on the website as required by the Sunshine Act.

Fir Line Properties LLC – Planning Module

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of Supervisors approved the Planning Module for Fir Line Properties LLC. The motion carried 5 – 0.

Barn Plaza Theater Redevelopment – Preliminary/Final Land Development Plan
TP#09-014-037-002 & 09-014-037-003

Location: 1745 South Easton Road

Greg Adelman stated that they are here requesting a preliminary / final approval for Phase II of the Barn Plaza Redevelopment. The proposed redevelopment involves the demolition of the Barn Plaza Movie Theater and construction of various retail commercial pads and restaurants. They have received Planning Commission recommendation for preliminary / final approval, they have reviewed all of the Township consultants, engineer, landscape architect, Michael Baker review letters, the comments are all will comply. He is happy to answer any questions.

Ms. Lyons inquired if they have reviewed the August 20, 2025 draft approval letter.

Mr. Adelman stated that yes, they did and accept everything in the letter.

Ms. Dixon inquired about EV Charging; she didn't see anything on the plan. She also questioned the size of the signs going from 250 to 300 sq. ft, variance granted by the ZHB, which disappointed her.

Mr. Conlon, Langan Engineering stated it is not on the plan, it was one of the comments and it will be on the compliance plan.

Mr. Adelman addressed the sign question, the original sign located on the property is old and dilapidated, the new one will be a great improvement. The majority of the additional signage is to add additional tenant paneling to afford reasonable commercial advertising space for the tenants. It will be one sign with multiple tenants' panels, the additional square footage it to be able to add more tenant panels.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board approved the Barn Plaza Theater Redevelopment Preliminary/Final Land Development Plan. The motion carried 5 – 0.

Barn Plaza Theater Letter of Extension

Due to the approval of the Preliminary / Final Land Development plan the letter of extension was not needed.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of supervisors tabled this item. The motion carried 5 – 0.

Barn Plaza Theater Redevelopment – Planning Module

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of Supervisors approved the Planning Module for the Barn Plaza Theater Redevelopment. The motion carried 5 – 0.

Trinity Grace at Furlong – Preliminary/Final Land Development Plan

TP# 09-022-139

Location: 700 Old York Road

Marc Jonas, attorney for Grace Neighborhood Development, stated that they have received recommendations from the Planning Commission for preliminary/final approval and are in receipt of and have reviewed the draft approval letter, it is acceptable to us. The court approved in April the Third Amended Stipulation and Agreement which the Board approved in February. This stipulation provided the template for the development of this property, it is 55 and over, 124 dwelling units, amenities indoor and outdoor. The third amendment also included a sketch plan they are required by the court order to comply with. The revised plans have a few minor issues; they are requesting preliminary/final approval tonight. This is an unusual project due to history and court involvement. They are here to answer any questions the Board may have.

Ms. Lyons questioned the no right turn issue is very important to the families on Rogers Road, she thinks that you might need to work it out and maybe have to come back to us on the right turn out of the complex. More measures than signage may be needed to prevent turning right onto Rogers Road when exiting the development. She is just alerting them that the neighbors have been very vocal about cars on Rogers Road.

Mr. Jonas stated that the draft resolution addresses that issue. We are looking at reconfiguration and are in discussion with the Township Traffic Engineer. Since this is in process, he hopes this will not delay the approval.

Mr. Mc Granahan, Van Cleef Engineering, stated that they are seeking only left turns out of the development.

Ms. Herring stated that she was curious, Ms. Dixon asked previous presenters about charging stations, she knows there can be problems with people living in condos and apartments having the ability to charge at their facilities. Is there a plan to have that integrated.

Mr. Mc Granahan stated that there will be EV Charging spaces in front of the building.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Trinity Grace at Furlong, known as Grase Neighborhood Development Corporation Preliminary/Final Land Development Plan. The motion carried 5 – 0.

Doylestown Hill – Preliminary Land Development Plan

TP#09-017-042, 09-017-044 & 09-017-045

Location: 1965 Turk Road

Mr. David Shafkowitz, attorney for applicants, the project is located off of Turk Road, a 10-unit development. Eight will be single family townhomes and one duplex. The access issues have been resolved. They received the draft of the proposed letter of approval, there are no objections or comments, he appreciated the opportunity to review it and work out a few minor issues. They are asking for preliminary approval. They received a recommendation from the Township Planning Commission.

Ms. Dixon inquired about the lights. As liaison to the EAC they would like to see the lights shine down conforming to the Zoning Ordinance, perhaps motion sensors after 11pm. Are there curbs? Are the homes on public water correct? She also inquired about the square footage of the homes.

Mr. Scott Mills, Van Cleef Engineering showed that there will be three lights. There are curbs. They are on public water and public sewer. The square footage is about 2,300 square feet.

Mr. Shafkowitz stated that this is private driveway, still doesn't eliminate the safety concerns that we may have. He doesn't see an issue with motion sensor but needs to make sure there are no other requirements from a safety or other perspective.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board approved the Doylestown Hill Preliminary Land Development Plan. The motion carried 5 – 0.

Doylestown Hill – Letter of Extension – if needed

Due to the approval of the Preliminary Land Development plan the letter of extension was not needed.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of supervisors tabled this item. The motion carried 5 – 0.

Doylestown Hill – Planning Module

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors approved the Planning Module for the Doylestown Hill Land Development. The motion carried 5 – 0.

Eastburn – Conservation Easement

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board approved the Eastburn Conservation Easement. The motion carried 5 - 0

2026 Financial Requirements and Minimum Municipal Obligation

The Board acknowledged receipt of the 2026 Financial Requirements and MMO.

Doylestown Township Municipal Authority Financial Statements

The Board acknowledged receipt of the DTMA Financial Statements.

Records Disposition Resolution #2738

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board approved the Records Disposition Resolution #2738. The motion carried 5 – 0.

Zoning Hearing Board

Berger – 540 Swamp Road – 09-006-034 - Request Special Exception & Variance

The application was sent to the Zoning Hearing Board without opposition by the Township.

Jones – 985 Almshouse Road – 09-007-110-005 – Request Multiple Variances

Ms. Mason, as Zoning Officer, requested the Boards permission to send a letter to the Zoning Hearing Board not to oppose the application as it is a lot that can be subdivided. It is located in the R1a Zoning District, she would like them to give strong consideration that the two proposed lots in the front are under the two-acre minimum, the two in the back are fine.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved Ms. Mason sending a letter to the Board of Supervisors with her concerns. The motion carried 5 – 0.

Treasurers Report – August 19, 2025 – On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Treasurers Report. The motion carried 5 – 0.

Bills List – August 19, 2025 – On motion of Ms. Lyons, seconded by Ms. Dixon, the Bills List in the amount of \$745,588.37 was approved. The motion carried 5 – 0.

Public Comment – All Items

None

ADJOURNMENT

The meeting adjourned at 8:14PM

Respectfully submitted,



Stephanie J. Mason, Secretary