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Allentown City Council
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COUNCIL MEETINGS
June 18, 2014
COUNCIL CHAMBERS

COUNCIL MEETING – 7:00 PM

- 1. Invocation: Pastor Maritza T. Dolich-Torres**
- 2. Pledge to the Flag**
- 3. Roll Call**
- 4. Courtesy of the Floor**

Courtesy and Privilege of the Floor Rules

Please observe the Rules of Council when addressing the body. A full copy of Council Rules can be found on the city website or contact Council office for a copy

There are multiple opportunities to address Council. Individuals can speak during Courtesy of the Floor (addressing items not on the Agenda) and during Bills and Resolutions on Final Passage and Introduction. When given the Floor, please go to the podium and state your name and address. All remarks must be directed towards the presiding officer or council as a body; not a particular Council member or elected official, the audience or city staff. Unless otherwise determined, individuals shall have three minutes to address council and individuals representing a bona-fide group shall have five minutes. Privilege of the Floor will not be extended for personal insults or personal attacks on any individual, name calling or other behavior that is inconsistent with the purpose and intent of conducting official business. Please address council as a body. Refrain from using offensive language, cursing, and making noises while other people are speaking. Act with decorum. Remove your hat and turn cell phones off.

- 5. Approval of Minutes: June 4, 2014, April 16, 2014**
- 6. Old Business**
- 7. Communications**

8. REPORTS FROM COMMITTEES:

Budget and Finance: Chairperson Schweyer

Public Safety: Chairperson Eichenwald

Community and Economic Development: Chairperson Davis

Parks and Recreation: Chairperson Mota

Public Works: Chairperson O'Connell

Human Resources, Administration and Appointments: Chairperson Hendricks

Rules, Chambers, Intergovernmental Relations and Strategy: Chairperson Guridy

OTHER COMMITTEE REPORTS

Controller's Report

Managing Director's Report

- 9. APPOINTMENTS: None**

10. ORDINANCES FOR FINAL PASSAGE (To be Voted On): None

11. RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

R20 Keystone Community Designation

Approves the Submission of an Application for Keystone Community Designation to the Department of Community and Economic Development, Commonwealth of Pennsylvania

12. ORDINANCES FOR INTRODUCTION (To be referred to Committee)

Bill 22 Allentown Special Fire Police Constitution By-laws

Refer to Public Safety

Amending Article 175, Special Fire Police by requiring Council approval of the by-laws and adding a section 175.10 CONSTITUTION AND BY-LAWS OF THE SPECIAL FIRE POLICE with some modifications.

13. RESOLUTIONS FOR INTRODUCTION (Can be voted on or Referred to Committee – these are to be voted on):

R21 UAW Commendation

Congratulates the United Automobile Workers, Local 677, on their 75th Anniversary and Recognizes the contributions the Local has made to raising living standards and helping people in need and victims of disasters such as Hurricane Sandy and Katrina.

R22 RACP Pass-Through Grant for the Allentown Symphony Association

Authorizes Submission of an application to the Commonwealth of Pennsylvania for Five Hundred Thousand (\$500,000) Dollars in Redevelopment Assistance Capital Grant Funding for the Allentown Symphony Association Capital Project.

R23 MLK Trail Phase I Funding Application

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a Seven Hundred Thousand (\$700,000) Dollar Grant from the Multimodal Transportation Fund for the MLK Trail, Phase 1. The money will be used for trail design, construction of a paved multi-use trail, and continental crosswalks with hand activated light signals. The total project costs is \$1.4m with the remaining funds coming from the Green Futures Fund and the Department of Conservation and Natural Resources.

R24 Downtown Traffic Funding Application

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a One Million (\$1,000,000) Dollar Grant from the Multimodal Transportation Fund for Downtown Traffic Signal Improvement

R25 Downtown Traffic Funding Application

Authorizes Submission of an Application to the Commonwealth Finance Agency for a One Million (\$1,000,000) Dollar Grant from the Multimodal Transportation Fund for Downtown Traffic Signal Improvement

R26 Legislation Jefferson Street Pedestrian Safety Funding Application

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a One Hundred Forty Thousand (\$140,000) Dollar Grant from the Multimodal Transportation Fund for Pedestrian Safety and Traffic Calming at Jefferson Street Project

R27 Legislation Jefferson Street Pedestrian Safety Funding Application

Authorizes Submission of an Application to the Commonwealth Finance Agency for a One Hundred Forty Thousand, (\$140,000) Dollars Grant from the Multimodal Transportation Fund for Pedestrian Safety and Traffic Calming at Jefferson Street Project

R28 Legislation Union and Lehigh Intersection Improvements Funding Application

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a One Million Seventy Thousand (\$1,070,000) Dollar Grant from the Multimodal Transportation Fund for intersections at Union and Lehigh Streets and Union and 6th Streets.

R29 Legislation Union and Lehigh Intersection Improvements Funding Application

Authorizes Submission of an Application to the Commonwealth Finance Agency for a One Million Seventy Thousand (\$1,070,000) Dollar Grant from the Multimodal Transportation Fund for intersections at Union and Lehigh Streets and Union and 6th Streets.

R30 Legislation Pedestrian Street Lighting Funding Application

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a Grant of One Million (\$1,000,000) Dollars from the Multimodal Fund for Center City Pedestrian Lighting

R 31 Certificates of Appropriateness for Work in the Historic Districts

547-549 N. 5th Street, 416 N. Lumber Street, 453 N. 6th, 429 N. 11th Street

R32 Cancels July 2nd Council Meeting

14. NEW BUSINESS

15. GOOD AND WELFARE

16. ADJOURNED



CITY OF ALLENTOWN

No. 20

RESOLUTION

R – 2014

Introduced by the Administration on June 4, 2014

Approves the Submission of the Application for Keystone Community Designation to the Department of Community and Economic Development, Commonwealth of Pennsylvania

Resolved by the Council of the City of Allentown, That

WHEREAS, the City of Allentown is eligible to apply for designation as a Keystone Community under the Commonwealth's Keystone Community Program; and

WHEREAS, the Commonwealth of Pennsylvania's Department of Community and Economic Development requires the city to prepare a 5-Year Strategic Plan to show the city's intention of revitalizing the central areas of the city, through the effort called "Safe and Healthy Neighborhoods: The Center City Initiative;" and

WHEREAS, the Center City Initiative serves as the application for such a designation, which when approved, enables the city to access grant funding and receive tax credits under the Neighborhood Assistance Program that work toward improvements in distressed areas.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby approves the submission of the application for Keystone Community Designation to the Department of Community and Economic Development, Commonwealth of Pennsylvania.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

The attached resolution originates from the Bureau of Planning & Zoning, Department of Community and Economic Development.

- **Summary and Facts of the Bill**

The resolution authorizes the mayor to submit the City of Allentown's application for designation as a Keystone Community to the Commonwealth of Pennsylvania's Department of Community and Economic Development. In essence, the application includes:

- Description of the socio-economic conditions in Center City of Allentown
- Geographic boundaries of Center City of Allentown
- Description of ongoing programs in Center City of Allentown
- Five-Year Strategic Plan and Outcomes

- **Purpose – Please include the following in your explanation:**

- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
- **What are the Benefits of doing this/Down-side of doing this**
- **How does this Bill related to the City's Vision/Mission/Priorities**

If and when a Keystone Community designation is granted, it accords the city some flexibility in pursuing alternative approaches to revitalization. Such alternatives may include one or more of the aspects of the Main Street approach (which is focused on central business districts), the Elm Street approach (focused on neighborhood-wide improvements) or the Enterprise Zone approach (focus on revitalizing deteriorated industrial areas). This flexibility will enable the city to design and implement comprehensive programmatic actions, and direct such actions to areas in most need of intervention. This ability to target areas is intended to reinforce the goals and objectives of the Consolidated Plan and the Comprehensive Plan.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

In exchange for the Keystone designation and availing of its inherent benefits, the city is required to dedicate a staff person to manage and implement the program.

- **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

This effort will not require additional funds from the city.

- **Priority status/Deadlines, if any**

There is no deadline to submit the application but early submission is desired.

- **Why should Council unanimously support this bill?**

The Strategic Plan and proposed actions that accompany the application were prepared in close consultation with local stakeholders. A unanimous support from Council reflects community solidarity in this case.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 22 - 2014

June 18, 2014

AN ORDINANCE

Amending Article 175, Special Fire Police by requiring Council approval of the by-laws and adding a section 175.10 CONSTITUTION AND BY-LAWS OF THE SPECIAL FIRE POLICE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION 1: That the following be added to Section 101.03:

101.03 ORGANIZATION OF SPECIAL FIRE POLICE

The members of the Special Fire Police may organize as a body known as the Special Fire Police of the City of Allentown. The by-laws of the organization shall be approved by City Council by ordinance.

SECTION 2: That the following be added as Article 175.10, Constitution and By-Laws (the changes to the current by-laws are indicated).

Article 175.10

CONSTITUTION AND BY-LAWS OF THE SPECIAL FIRE POLICE

ARTICLE I

This organization shall be known by the name, style, and title of Special Fire Police of the City of Allentown, PA.

ARTICLE II

The seal of the Special Fire Police shall be the words "Incorporated 1902", encircled with the words, "Special Fire Police of Allentown". The motto is "Always be on Duty".

ARTICLE III

Section 1: ~~The officers of the Special Fire Police shall be known as the Executive Committee and consist of the President, Vice President Secretary, Treasurer, Captain, and First Lieutenant. The offices of the Secretary and Treasurer may be combined into the office of Secretary-Treasurer if necessary, but should be avoided if at all possible.~~ The Executive Committee of the Allentown Special Fire Police shall consist of the President, Vice President Secretary, Treasurer, Captain, First Lieutenant and Lieutenants. The offices of the Secretary and Treasurer may be combined into the office of Secretary-Treasurer if necessary, but should be avoided if at all possible.

ARTICLE IV

Section 1: The following are to be nominated by the membership and elected- a President, Vice President, Secretary, Treasurer, Captain, and First Lieutenants, and Sergeant.

- a. Any member that re-locates outside of this requirement will be required to resign from the Allentown Fire Police. If any member that did live outside this requirement at the time of approval, relocates, this second relocation must be with the zip codes specified above or they will be required to resign.
1. Submit to and pass a Police background check.
2. Consent to and undergo a drug test with a drug-free result.
3. Submit a fee for drug testing which coincides with the rate at the time of application.
4. Possess a valid Pennsylvania Driver's License.
5. Receive a majority vote of the members for approval.

Section 2. A nomination committee consisting of two (2) members shall be appointed by the President at the September meeting. ~~No current officer holding an elected position shall be a member of the nomination committee.~~

- A. A nomination committee consisting of two (2) members shall be appointed by the President at the September meeting.
- B. No current officer holding an elected position shall be a member of the nomination committee.
- C. Nomination committee shall contact all active members soliciting nominations for office.
- D. Members of the nomination committee are not eligible for nomination while conducting these solicitations.
- E. No member may nominate themselves.
- F. No nominations will be accepted on the day of elections unless no nominations were made for an office.

Section 3. All of these officers shall be elected by ballot at the December regular stated meeting according to the City Digest, each and every year.

Section 4. The election of officers shall be conducted in the following manner, to wit: the President shall appoint a judge, two (2) tellers, and a clerk

Section 5. The judge shall have the power as the President to preserve order during the election.

Section 6. The clerk shall make a true statement of the vote given and shall give the same to the judge, who shall declare aloud the result of the ballot.

Section 7. The tellers shall receive and count the votes in a fair and impartial manner.

ARTICLE V Membership

Section 1: The following are to be nominated by the membership and elected- a President, Vice President, Secretary, Treasurer, Captain, and First Lieutenants, and Sergeant.

Section 2. ~~A nomination committee consisting of two (2) members shall be appointed by the President at the September meeting. No current officer holding an elected position shall be a member of the nomination committee.~~

Section 2.

- A. A nomination committee consisting of two (2) members shall be appointed by the President at the September meeting.
- B. No current officer holding an elected position shall be a member of the nomination committee.
- C. Nomination committee shall contact all active members soliciting nominations for office.
- D. Members of the nomination committee are not eligible for nomination while conducting these solicitations.
- E. No member may nominate themselves.
- F. No nominations will be accepted on the day of elections unless no nominations were made for an office.

Section 1. Qualifications of Application of Membership

All applicants shall meet the following guidelines as a minimum for membership:

- 1. Be a current US citizen.
- 2. Be a minimum of 18 years old.
- 3. Be of good moral character.
- 4. Fill out an application
- 5. Reside within 18101, 18102, 18103, 18104, ~~18106~~, 18109, 18018 (North of the Lehigh River, West of Monocacy Creek) and 18052 (South of Mechanicsville Road). zip codes.
- 6. Any current member at the time of these by-laws are approved that does not meet this requirement shall be
 - i. allowed to continue being a member of the Allentown Fire Police.
- 7. Any member that re-locates outside of this requirement will be required to resign from the Allentown Fire Police. If any member that did live outside this requirement at the time of approval, relocated, this second relocation must be with the zip codes specified above or they will be required to resign.
- 8. Submit to and pass a Police background check.
- 9. Consent to and undergo a drug test with a drug-free result.
- 10. Submit a fee for drug testing which coincides with the rate at the time of application.
- 11. Possess a valid Pennsylvania driver's license.
- 12. Receive a majority vote of the members for approval.

- 13. Be a current US citizen.
- 14. Be a minimum of 18 years old.
- 15. Be of good moral character.
- 16. Fill out an application
- 17. Reside at an Allentown street address within the 18101, 18102, 18103, 18104, 18106, and 18109 zip codes.
- 18. Any current member at the time of these by-laws are approved that does not meet this requirement shall be allowed to continue being a member of the Allentown Fire Police.

Section 2. Probationary Membership

- 1. There will be a six (6) month minimum probation period during which the member:
 - A. Must maintain a 75% minimum attendance of all meetings.
 - B. Must complete Pennsylvania State Fire Academy Basic Fire Police Course and provide one (1) copy of the Certificate of Completion to the Captain or designated Training Officer of the Special Fire Police.
 - C. Successfully complete NIMS 100 & 700 courses.

2. The Probation period may be extended, at the discretion of the Executive Committee of the Special Fire Police of the City of Allentown, until all of the requirements have been met.
3. May vote on any issues except the election of officers.
4. Can not nominate officers.

Section 3. Active Member

1. Complete the probationary period.
2. Attend 50% of all regularly stated monthly meetings.
3. Respond to calls for a minimum of ~~twenty-five (25)~~ forty (40) hours per year including fifteen (15) emergency calls per year.
4. Accept assignment to work at a number of major events listed in the Standard Operation Procedures of the Allentown Fire Police at least three (3) of the following major annual events:
 - a. St. Patrick's Day Parade
 - b. LVRR Half Marathon
 - c. July 4th Fireworks
 - d. VIA Marathon
 - e. Halloween Parade
5. Must keep the following certifications current:
 - a. Basic First-Aid
 - b. CPR
 - c. Hazardous Materials Awareness
6. Failure to keep the above listed certifications current is cause for the member to be placed on the inactive status, until all certification are current.

Section 4. Inactive Member

1. Former Active Member that can no longer respond to calls due to work, health reasons, or medical condition.
2. Former Active Member that did not meet the requirements of an Active Member the preceeding year.
3. Person(s) to serve only as a dispatcher. Dispatcher does not need to possess a valid Pennsylvania Driver's License.
4. Can not nominate officers
5. Can not vote on the election of officers.
6. Shall be present for February and September Meetings.

Section 5. Liaison Officer.

1. Allentown Police Department's Traffic Control or Special Events Officer or designee as determined by the Chief of Police.
2. The Liaison Officer, or designee, is not eligible to vote on Allentown Special Fire Police business.
3. The Liaison Officer shall serve as the communication conduit between the Allentown Police Department and the Allentown Special Fire Police.
4. The Liaison Officer shall provide training assistance to the Captain of the Allentown Special Fire Police.
5. Serve as the chairman of any disciplinary hearing of a fire police officer.

ARTICLE VI
Office of the President

Section 1. The President shall preside at all meetings, preserve order, put motions to vote when seconded, draw all orders on Treasurer when sanctioned by the membership, and at the written request of five (5) members shall convene special meetings.

Section 2. He shall, previous to convening meetings, require a written statement of the object of said meeting, which shall be read at the opening of the meeting.

Section 3. He shall appoint all committees except when balloting is required. He shall be a member of all committees but shall have no vote, except on the By-law committee or any administrative committee where he must be the chairperson.

Section 4. It shall be his duty to authorize the sending of flowers to deceased members and spouse and members in the hospital.

Section 5. Be an Active Member of the Allentown Special Fire Police for a minimum of four (4) years.

Section 6. Cannot simultaneously hold any other elected office, (Vice President, Secretary, Treasurer), or the ranks of Captain or First Lieutenant.

Section 7. May authorize an expenditure not to exceed one hundred dollars (\$100.00) for equipment, repairs, and/or supplies without membership approval that is deemed immediately necessary and may pose a safety hazard if delayed for membership approval.

- a. This amount can not be combined with the Captain's authorized expenditure amount to purchase the same.
- b. A receipt for such expenditure is required.
- c. Expenditures of this type shall not exceed a total of three hundred dollars (\$300.00) per calendar year.

Section 8. The President must belong to the Lehigh County Fire Police and attend their meetings.

ARTICLE VII
Office of the Vice President

Section 1. The Vice President in the absence of the President shall perform all the duties appertaining to the office.

Section 2. Be an Active Member of the Allentown Special Fire Police for a minimum of three (3) years.

Section 3. Cannot simultaneously hold any other elected office, (President, Secretary, Treasurer), or the ranks of Captain or First Lieutenant.

Section 4. Is not authorized to approve any expenditures without membership approval.

ARTICLE VIII
Office of the Secretary

Section 1. The Secretary shall keep justly, truly, and impartially the minutes of the proceedings of the Board of Special Fire Police at all their meetings.

Section 2. It shall be his duty to call the roll of Officers members of the Special Fire Police at all stated and special meetings and mark the absentees. He shall also read the Captain's report at appointed meetings. He shall call no special meeting except by order of the President. In case of special meetings all members shall be notified. He shall preserve all papers, books, etc., in his care.

Section 3. He shall on leaving his office transmit all property of the Special Fire Police entrusted to his care to his successor.

Section 4. Cannot simultaneously hold any other elected office (Vice President, Secretary, Treasurer), or the rank of Captain or First Lieutenant or Captain.

Section 5. Be an Active Member of the Allentown Special Fire Police for a minimum of three (3) years, however, the minimum (3) years can be waived if no one at that time is qualified. (Requirement waiver)

ARTICLE IX
Office of the Treasurer

Section 1. It shall be his duty of the Treasurer to pay all orders directed to him by the Board of Special Fire Police, if there are any funds from which to make such payments. Said orders shall be signed by the President and attested by the Secretary and by others. The Treasurer shall receive all monies belonging to the Special Fire Police and hold the same until the expiration of the term of his office unless otherwise ordered by the Board of Special Fire Police.

Section 2. He shall keep a full and correct account of all monies received and expended by him.

Section 3. He shall on leaving his office transmit all monies and papers and whatever else is in his care belonging to the Special Fire Police to be turned over to his successor.

Section 4. Can not simultaneously hold any other elected office or the rank of First Lieutenant or Captain.

Section 5. Be an Active Member of the Allentown Special Fire Police for a minimum of three (3) years.

ARTICLE X
Office of the Captain

Section 1. ~~Be a resident of the City of Allentown~~ Must reside within five (5) miles of the City of Allentown city limits.

Section 2. Except in the sudden and unexpected vacation of this position, must have been a Lieutenant in the Allentown Special Fire Police for at least three (3) years.

- a. If a sudden and unexpected vacation of this position does occur, the First Lieutenant assumes this position as Acting Captain for the remainder of the term.

- b. The Acting Captain then appoints one of the Lieutenants to the position of First Lieutenant for the remainder of the term.

Section 3. It is the duty of the Captain to see that all officers are at their assigned position during the emergency or event, record the names of officers that are at the fire, emergency, or event, and report at the next regular stated meeting.

Section 4. ~~Appoint two (2) Lieutenants, and (2) two Sergeants. The Captain is not required to completely fill these positions.~~

- A. Determine qualified nominees; three (3) Lieutenants, two (2) Sergeants.
- B. Selects the First Lieutenant from the elected Lieutenants.
- C. The Captain shall appoint one (1) Corporal.
- D. The Captain is not required to completely fill these positions, except the First Lieutenant position.

Section 5. Can not simultaneously hold any other elected office.

Section 6. Be responsible for the creation and maintenance of all Standard Operating Procedures (SOP).

Section 7. Be responsible for the maintenance of all Fire Police equipment and the training of all Fire Police personnel. The captain may designate these responsibilities to members of his command staff, which consists of the First Lieutenant, Lieutenants, and Sergeants, and Corporal.

Section 8. May authorize an expenditure not to exceed one hundred dollars (\$100.00) for equipment, repairs, and/or supplies without membership approval that is deemed immediately necessary and may pose a safety hazard if delayed for membership approval.

- a. This amount can not be combined with the President's authorized expenditure amount to purchase the same.
- b. A receipt for such expenditure is required.
- c. Expenditures of this type shall not exceed a total of three hundred dollars (\$300.00) per calendar year.

Section 9. The captain must belong to the Lehigh County Fire Police and attend their meetings.

Section 10. The Captain cannot be a member of any other volunteer emergency response organization.

ARTICLE XI Office of the First Lieutenant

Section 1. Must have been a Lieutenant in the Allentown Special Fire Police for a minimum of (2) years.

Section 2. The First Lieutenant shall take the Captain's place, in case the Captain is not there present, and perform all duties of the captain and report at the next regular stated meeting.

Section 3. Perform all duties assigned by the Captain.

Section 4. Can not simultaneously hold any other elected office.

Section 5. The First Lieutenant shall be appointed by the Captain from the three elected (3) Lieutenants.

Section 6. The First Lieutenant cannot be a member of any other volunteer emergency response organization.

ARTICLE XII Office of Lieutenant

Section 1. ~~Appointed by the Captain~~ Three (3) lieutenants will be elected from qualified nominees of the Captain.

Section 2. Must have been a Sergeant for a minimum of two (2) years or previously have been a lieutenant in the Allentown Special Fire Police.

Section 3. Must have completed NIMS 200 & 800 course in addition to the Pennsylvania State Fire Academy Legal Concepts Course prior to being appointed.

Section 4. It is the duty of all Lieutenants to assist the captain at all fires, emergencies, or assigned events.

Section 5. Perform all duties assigned by the Captain or First Lieutenant.

Section 6. May simultaneously hold any administrative elected office.

Section 7. Before a Lieutenant can install red light and siren on their personal vehicle they must complete and pass the Pennsylvania State Fire Academy Emergency Vehicle Operators Course.

Section 8. Lieutenants cannot be a member of any other volunteer emergency response organization.

ARTICLE XIII Office of Sergeant

Section 1. ~~Appointed by the Captain~~ The two (2) sergeant positions will be an elected position for a two (2) year term. The two (2) sergeant positions will alternate for yearly elections from qualified nominees of the Captain. One (1) new sergeant will be elected every year while one (1) sergeant will remain in office until the following yearly election.

Section 2. Be an Active Member of the Allentown Special Fire Police for a minimum of three (3) years.

Section 3. Must have completed the Pennsylvania State Fire Academy Advanced Fire Police Course prior to being appointed.

Section 4. Perform all duties assigned by the Captain, First Lieutenant, or Lieutenant.

Section 5. May simultaneously hold any administrative elected office.

ARTICLE XIV Office of Corporal

Section 1. Appointed by the Captain

Section 2. Be a Member of the Allentown Special Fire Police for a minimum of two (2) years.

Section 3. Must have completed the Pennsylvania State Fire Academy Basic and Advanced Fire Police courses prior to being appointed.

Section 4. Perform all duties assigned by the Captain, First Lieutenant, or a Lieutenant.

Section 5. May simultaneously hold any administrative elected office.

ARTICLE XIV XV **General Duties of Fire Police Officers**

Duties of the Special Fire Police shall include, but not be limited to, provide any assistance as requested by the City of Allentown at any fire or emergency that should arise and/or any city sponsored function at which Special Fire Police services are requested by the City of Allentown. Personnel shall not leave their assigned post until they are notified to do so by the Allentown Police Officer or Fire Department Officer in charge of the scene. In the absence of an Allentown Police or Fire Department Officer, personnel shall not leave their assigned post until they are notified to do so by an officer of the Allentown Special Fire Police, with an officer being defined as Captain, First Lieutenant, Lieutenant, Sergeant, or designated Special Fire Police member.

ARTICLE XIV **Amendments**

No Articles of the Constitution shall be altered or amended unless a proposition in writing, signed by three (3) members, be made at a stated meeting, when it shall be read and a vote taken thereon. It shall then require a two-thirds vote of the members present to adopt it.

ARTICLE XV **Meetings**

Section 1. The stated meetings of the Special Fire Police shall be held at a consistent location, day, and time, decided upon by a majority vote of the body of the members.

Section 2. Six (6) members shall constitute quorum if assembled at the time and place of meeting. In case of a quorum not being present within a half-hour after the calling of the roll, those present may adjourn.

Section 3. At the hour appointed for the meeting, if a quorum be present, the following order of business shall be followed, unless when a special meeting is called, when the business for which the Special Fire Police is convened shall be transacted:

1. Call meeting to order.
2. Pledge of Allegiance to the Flag
3. Calling roll of Officers.
4. Reading the minutes of the last stated and special meeting (Secretary report).
5. Report from the Treasurer.
6. Report of Special Committee.
7. Report of Standing Committee.

8. Membership status
 - a. New Members
 - b. Resignations
 - c. Change of Status
9. Report of Officers.
10. Captain's report.
11. Collection of fines
12. Nomination of Officers.
13. Election of Officers.
14. Unfinished business
15. New business
16. Verbal communications and bills.
17. Announcement of location of the next month's meeting.
18. Anything for the good of the organization.
19. Roll call of members.
20. Adjournment.

ARTICLE XVI

General Rules

Rule 1. No member shall be interrupted while speaking except by the President, when he shall think it proper to call him to order, or admonish him to a closer adherence to the subject under consideration, or for a violation of the rules of decorum, including censoring him. Any member refusing obedience when called to order shall be fined two dollars (\$2.00).

Rule 2. When any member is addressing the President or any business of the Special Fire Police is transacted, the others shall preserve silence.

Rule 3. When two or more members rise at the same time, the President shall determine who shall speak by calling him by name.

Rule 4. The President shall repeat any motion made by a member and duly seconded by another member and the said motion shall then and not otherwise become a subject for debate.

Rule 5. When a question, resolution, or motion is under debate, no other motion shall be entertained unless it is a privileged question.

Rule 6. No personal reflection shall be allowed in the meetings of the Special Fire Police. Any member doing so shall be fined two dollars (\$2.00).

Rule 7. The majority of the members present may change the order of business but motions to that effect must be decided without debate.

Rule 8. Resignations

- a. All resignations shall be handed to the Secretary in writing, signed by the member who offers the same during the Membership Status portion of the regular stated meeting.
- b. Due to the possibility of conflict of interest within the organization, upon submission of resignation, the member offering the resignation shall immediately become an inactive member until their effective date of official resignation is reached.

Rule 9. Questions of order shall be decided by the President, but in case of an appeal from his decision by any member, seconded by another, the Special Fire Police shall determine without debate.

Rule 10. When an alarm of fire or other emergency is given, it shall be the duty of all officers to be there and do their duty until relieved.

Rule 11. No member shall contact any municipal bureau or department requesting equipment or information for Fire Police use unless authorized to by the President or Captain of the Fire Police.

Rule 12. All members are required to report any warning, citation they receive, contact with any law enforcement agency where they may be a suspect, or if they are arrested by any law enforcement agency to the Vice-President within seven (7) days of the incident. Failure to do so, depending on the seriousness of the offense may result in the immediate expulsion of the member. The Vice President shall confer with the First Lieutenant to recommend disciplinary measures to the President. Any disciplinary actions for these circumstances must be approved by the Allentown Police Department.

Rule 13. No alteration shall be made to these by-laws unless due notice be given one month previous to making of such alteration and only then by two-thirds of the members present.

Rule 14. The Special Fire Police for the City of Allentown shall not discriminate against individuals on the basis of race, religion, color, sex, age, disability, national origin, sexual orientation, income, or political affiliation when approving membership.

Rule 15. Should any man presently holding the position as a Special Fire Police and having attained the age of 65 75 years or better older, may continue in that capacity, however, new appointees or newly elected members to the Special Fire Police shall not exceed the age of seventy (70) 65 years.

Rule 16. The badge, patches, and by-laws are the property of the City of Allentown and any member receiving a badge and book of by-laws shall, at the expiration of his term, turn over the same to the Secretary of the Special Fire Police. Should such member fail to do so the amount of the badge and book shall be charged against him and shall be deducted from any amount due him for his services as a member of the Special Fire Police at the time of his retirement. Should nothing be due to him, the amount shall be collected by law. Any member who loses their badge shall pay the Secretary the amount of the badge.

Rule 17. All equipment is the property of the City of Allentown and issued to any member of the Special Fire Police shall be returned to the Captain at the time of retirement, resignation, suspension, or expulsion. Should such member fail to do so the President shall direct the Secretary to send such member a certified letter requesting the return of all equipment within a fourteen (14) day period of date of receipt of letter. Failure of such member to continue to refuse to return equipment shall be collected by the city using any and all legal means at its disposal.

Rule 18. No badge shall be transferable.

Rule 19. All Special Fire Police members and officers will give the Secretary their names, address, and telephone number. Any change in the above information must be conveyed to the Secretary within two (2) weeks of any such change. Noncompliance with this rule shall constitute grounds for expulsion from the Special Fire Police.

Rule 20. The Captain may recommend that a command officer (First Lieutenant, Sergeant, or Corporal) be removed from his position due to non-performance or ineffective performance of duty or conduct. This recommendation shall be written and presented to the Secretary to be forwarded to the President. Upon

receipt of such recommendation the President shall convene a meeting of the Executive Committee. A quorum of five (5) Executive Committee members is required. A majority vote of attending members is needed for accused officer to be removed from his position.

ARTICLE XVII

Charges and Expulsions

Section 1. Charges

1. Any member accused of conduct unbecoming a members or conduct prejudicial to the best interests or violating any of the Standard Operating Procedures of the Special Fire Police of the City of Allentown may face disciplinary actions.
2. Any disciplinary actions against a member must be filed within fourteen (14) days of the incident by the Captain or the President as determined by the nature of the offense unless a Board of Inquiry is convened. If a Board of Inquiry is convened, the disciplinary charges must be filed within seven (7) days of the Boards of Inquiry.
3. The President shall have the authority to convene a Board of Inquiry to determine if the facts warrant any disciplinary action. The composition of the Board of Inquiry shall normally consist of the Executive Committee. However the President shall have the authority to revise the composition of the Board of Inquiry.
4. Notice to attend a Board of Inquiry shall be given within fourteen (14) days of the event being investigated.
5. All disciplinary actions shall be in accordance of the following procedure unless the seriousness of the offense is determined to warrant superseding the normal procedure.
 - a. First offense shall be a verbal warning by the Captain or the President as determined by the nature of the offense.
 - b. Second offense of the same violation shall be a written warning that becomes a part of the officer's file.
 - c. Third offense of the same violation shall result in a hearing.
6. The hearing will be scheduled within fourteen (14) days of the accused being notified. The Police Liaison Officer shall serve as the judge for the hearing.
7. At the hearing the Executive Committee shall be present and shall be represented by the accusing authority. The Secretary shall record the minutes of the hearing.
8. At the hearing both the Executive Committee and the accused shall have the opportunity to present evidence and/or witnesses. They shall also both have the opportunity to question each other's witnesses.
9. After hearing all testimony and considering the same, Police Liaison Officer may either dismiss the charges, or may assign the accused to a probationary period where the accused must be with another officer, may have the accused repeat a portion of their training, may suspend, may expel the member against whom the charges were brought.
10. Any person feeling himself or herself aggrieved by the action hearing may appeal to the Special Fire Police as a whole, in which event, the hearing shall be reviewed at the next general meeting and shall be affirmed, reversed, or modified by a majority vote of all Active Members present at said general meeting. The accused and the accuser shall not be permitted to vote, but will have the right to be present and be heard at said general meeting.
3. The President shall report the final action to the members of the Special Fire Police and the Allentown Police Department at the next general meeting if no appeal occurs.

Section 2. Suspensions and Expulsions

1. Suspended members can return to active duty when their suspension has been completed.

2. Any member summoned to be present at a Board of Inquiry or a hearing who refuses to appear and testify in obeying to such summons may automatically be suspended or expelled from the Special Fire Police of the City of Allentown.
3. Any member found guilty of any felony crime in any Criminal Court in the United States shall be expelled from the Special Fire Police of the City of Allentown.
4. Any member found guilty of possession of any controlled substance other than doctor prescribed, shall be expelled from the Special Fire Police of the City of Allentown.
5. Any member that is arrested and found guilty of Driving Under the Influence shall be suspended for the same period of time his/her driver's license is suspended. A second offense of Driving Under the Influence shall result in an immediate expulsion from the Special Fire Police of the City of Allentown.
6. Upon suspension or expulsion, all property of the Special Fire Police of the City of Allentown must be turned into the President immediately following notification of the Disciplinary Action.

Section 3. Re-application

Any member expelled from the Special Fire Police of the City of Allentown shall not be able to re-apply for membership for a minimum of one (1) year.

Kenneth Laudenslager, President

~~Jeffery Gaumer~~ Shoukat Mughal, Captain

Barry Pope, First Lieutenant

~~John Hanzl~~ Candy Dannenhowe, Secretary

Committee Members: ~~Michael Scherff, Augustin Villegas~~ Raymond Jack, Keith DeAngelis

SECTION TWO: That this Ordinance take effect ten (10) days after final passage.

SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.



CITY OF ALLENTOWN

R - 21

RESOLUTION

2014

Introduced by City Council on June 18, 2014

**Congratulates the United Automobile Works, Local 677 on their 75th Anniversary
And Recognizes the Contributions the Local has made to raising living standards of City Residents,
people in need, and victims of disasters such as Hurricane Sandy and Katrina**

Resolved by the Council of the City of Allentown, That

WHEREAS, Allentown City Council would like to recognize the 75th Anniversary of the **United Automobile Workers (UAW) Local 677**; and

WHEREAS, the **United Automobile Workers (UAW) Local 677** Union Hall is located in the City of Allentown and the union has raised the living standards of the citizens of Allentown by negotiating higher wages and thereby stimulating the economy of the city which in turn raises more living standards; and

WHEREAS, the **United Automobile Workers (UAW) Local 677** has 721 active and retired members living in Allentown and a total of 2,193 members in Lehigh and Northampton Counties; and

WHEREAS, the **United Automobile Workers (UAW) Local 677** has 3,700 members who live in the Lehigh Valley many of whom shop, entertain and otherwise stimulate the economy of Allentown; and

WHEREAS, the **United Automobile Workers (UAW) Local 677** members have given generously to the victims of natural disasters including Hurricanes Sandy and Katrina and other disasters; and

WHEREAS, the **United Automobile Workers (UAW) Local 677** members have donated to various charitable organizations in Allentown and across the Lehigh Valley; and

NOW, THEREFORE ALLENTOWN CITY COUNCIL does hereby recognize the contributions the **United Automobile Workers (UAW) Local 677** has made to the City of Allentown and express gratitude for their effort in raising standards of living, stimulating the economy, and giving generously to people in need in the Greater Lehigh Valley and beyond.



CITY OF ALLENTOWN

No. 22

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an application to the Commonwealth of Pennsylvania for Five Hundred Thousand (\$500,000) Dollars in Redevelopment Assistance Capital Grant Funding for the Allentown Symphony Association Capital Project

Resolved by the Council of the City of Allentown, That

WHEREAS, Pennsylvania Governors Edward Rendell and Tom Corbett authorized the release of Five Hundred Thousand (\$500,000) Dollars and Two Hundred and Fifty Thousand \$250,000 in in Redevelopment Assistance Capital Grant Funding for various building improvements (R65-2010) and (R25-2012), an additional Five Hundred Thousand \$500,000 was released for the project bringing RACP grant total to One Million Two Hundred and Fifty Thousand (\$1,250,000) Dollars; and

WHEREAS, the City of Allentown will serve as the grantee, the project administrator of these funds and Allentown Symphony Association will be the subrecipient of these funds.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for the additional Five Hundred Thousand (\$500,000) Dollars for the new total of One Million Two Hundred and Fifty Thousand (\$1,250,000) Dollars in Redevelopment Assistance Capital Grant Funding to the Commonwealth of Pennsylvania.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Mayor's Office, Grants Coordination Manager

- **Summary and Facts of the Bill**

Request Council approval resolution to submit RACP for the Allentown Symphony Association for an additional \$500,000 for capital improvements to their facility

- **Purpose – Please include the following in your explanation:**
 - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
 - **What are the Benefits of doing this/Down-side of doing this**
 - **How does this Bill related to the City's Vision/Mission/Priorities**

Resolution is required to submit application for additional \$500,000 to bring their RACP dollars to \$1,250,000.

- **Financial Impact – Please include the following in your explanation:**
 - **Cost (Initial and ongoing)**
 - **Benefits (initial and ongoing)**

No financial impact to the City. The Symphony provides the interim financing and match for this RACP grant. Improvements to the Symphony will assist in bringing additional visitors to the Symphony and to the City.

- **Funding Sources – Please include the following in your explanation:**
 - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

RACP funds come from the PA Office of the Budget. Symphony provides the match.

- **Priority status/Deadlines, if any**

We request introduction and passage of this resolution at the June 18th meeting because of the due date of the grant application.

- **Why should Council unanimously support this bill?**

Council should support this bill because capital improvements to art facilities help bring visitors to our City and helps to restore historic structures.



CITY OF ALLENTOWN

No. 23

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a Seven Hundred Thousand (\$700,000) Dollar Grant from the Multimodal Transportation Fund for the MLK Trail, Phase 1. The money will be used for trail design, construction of a paved multi-use trail, and continental crosswalks with hand activated light signals. The total project costs is \$1.4 m with the remaining funds coming from the Green Futures Fund and the Department of Conservation and Natural Resources

Resolved by the Council of the City of Allentown, That

Be it RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of \$700,000 from the Pennsylvania Department of Transportation to be used for the MLK Trail, Phase 1 Project.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for Seven Hundred Thousand, (\$700,000) Dollars in Multi Modal Funding to the Pennsylvania Department of Transportation.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

- Parks and Recreation Department

- **Summary and Facts of the Bill**

Grant application to be submitted to PA Department of Transportation for the MLK Trail, Phase 1 Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**
- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
- **What are the Benefits of doing this/Down-side of doing this**
- **How does this Bill related to the City’s Vision/Mission/Priorities**

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a \$700,000 request. The City cannot apply without this resolution.

- **Financial Impact – Please include the following in your explanation:**
- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

The cost of the Phase 1 project is approximately \$1,400,000 and will be used for trail design, construction of a paved multi use trail, continental crosswalks with hand actuated light signals at four intersections at MLK Drive and Lehigh Parkway North.

The remaining funds will come from Lehigh County Green Futures Fund and PA Department of Conservation and Natural Resources.

This project will be an important trail link to many City neighborhoods and parks.

- **Funding Sources – Please include the following in your explanation:**
- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

The Source of funds will be the PA Multimodal Fund

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 30th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 24

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a One Million (\$1,000,000) Dollar Grant from the Multimodal Transportation Fund for Downtown Traffic Signal Improvement

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of \$1,000,000 from the Pennsylvania Department of Transportation to be used for Downtown Traffic Signal Improvement.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Million, (\$1,000,000) Dollars in Multi Modal Funding to the Pennsylvania Department of Transportation.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Public Works

- **Summary and Facts of the Bill**

Grant application to be submitted to PA Department of Transportation for Downtown Traffic Signal Improvement Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**

What does the Bill do – what are the specific goals/tasks the bill seek to accomplish

What are the Benefits of doing this/Down-side of doing this

How does this Bill related to the City’s Vision/Mission/Priorities

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a 1,000,000 request. The City cannot apply without this resolution. The Downtown Traffic Signal Improvement Project is critical to continued improvement of traffic flow in the Center City.

- **Financial Impact – Please include the following in your explanation:**

Cost (Initial and ongoing)

Benefits (initial and ongoing)

The cost of the project is approximately \$2,000,000 for ____intersections.

The remaining funds will come from recently appropriated Capital funds.

The benefit will be improved traffic and pedestrian will ensure our emergency vehicles will be able to respond as necessary.

- **Funding Sources – Please include the following in your explanation:**

If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.

The Source of funds will be the PA Multimodal Fund

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 30th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 25

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Commonwealth Finance Agency for a One Million (\$1,000,000) Dollar Grant from the Multimodal Transportation Fund for Downtown Traffic Signal Improvement

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of \$1,000,000 from the Commonwealth Finance Agency to be used for Downtown Traffic Signal Improvement.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Million, (\$1,000,000) Dollars in Multi Modal Funding to the Commonwealth Finance Agency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Public Works

- **Summary and Facts of the Bill**

Grant application to be submitted to Commonwealth Finance Agency for Downtown Traffic Signal Improvement Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**

What does the Bill do – what are the specific goals/tasks the bill seek to accomplish

What are the Benefits of doing this/Down-side of doing this

How does this Bill related to the City's Vision/Mission/Priorities

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a 1,000,000 request. The City cannot apply without this resolution. The Downtown Traffic Signal Improvement Project is critical to continued improvement of traffic flow in the Center City.

- **Financial Impact – Please include the following in your explanation:**

Cost (Initial and ongoing)

Benefits (initial and ongoing)

The cost of the project is approximately \$2,000,000 for ___ intersections.

The remaining funds will come from recently appropriated Capital funds.

The benefit will be improved traffic and pedestrian will ensure our emergency vehicles will be able to respond as necessary.

- **Funding Sources – Please include the following in your explanation:**

If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.

The Source of funds will be the PA Multimodal Fund

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 20th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 26

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a One Hundred Forty Thousand (\$140,000) Dollar Grant from the Multimodal Transportation Fund for Pedestrian Safety and Traffic Calming at Jefferson Street Project

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of \$140,000 from the Pennsylvania Department of Transportation to be used for the Pedestrian Safety and Traffic Calming at Jefferson Street Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Hundred Forty Thousand, (\$140,000) Dollars in Multi Modal Funding to the Pennsylvania Department of Transportation.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Public Works

- **Summary and Facts of the Bill**

Grant application to be submitted to PA Department of Transportation for the Pedestrian Safety and Traffic Calming at Jefferson Street Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**
- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
- **What are the Benefits of doing this/Down-side of doing this**
- **How does this Bill related to the City’s Vision/Mission/Priorities**

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a \$140,000 request. The City cannot apply without this resolution.

- **Financial Impact – Please include the following in your explanation:**
- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

The cost of the project is approximately \$200,000 for traffic calming and additional safety measures on South Jefferson Street.

The remaining funds will come from City Funds and/or Liquid Fuel funds.

The Plan’s Transportation Element includes goals relative to providing a street system which affords the best possible mobility, convenience and safety for the public and to better facility pedestrian and bicycle travel.

- **Funding Sources – Please include the following in your explanation:**
- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

The Source of funds will be the PA Multimodal Fund

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 30th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 27

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Commonwealth Finance Agency for a One Hundred Forty Thousand (\$140,000) Dollar Grant from the Multimodal Transportation Fund for Pedestrian Safety and Traffic Calming at Jefferson Street Project

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of \$140,000 from the Commonwealth Finance Agency to be used for the Pedestrian Safety and Traffic Calming at Jefferson Street Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Hundred Forty Thousand, (\$140,000) Dollars in Multi Modal Funding to the Commonwealth Finance Agency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Public Works

- **Summary and Facts of the Bill**

Grant application to be submitted to Commonwealth Finance Agency for Pedestrian Safety and Traffic Calming at Jefferson Street Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**

What does the Bill do – what are the specific goals/tasks the bill seek to accomplish

What are the Benefits of doing this/Down-side of doing this

How does this Bill related to the City’s Vision/Mission/Priorities

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a \$140,000 request. The City cannot apply without this resolution.

- **Financial Impact – Please include the following in your explanation:**
- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

The cost of the project is approximately \$200,000 for traffic calming and additional safety measures on South Jefferson Street.

The remaining funds will come from City Funds and/or Liquid Fuel funds.

The Plan’s Transportation Element includes goals relative to providing a street system which affords the best possible mobility, convenience and safety for the public and to better facility pedestrian and bicycle travel.

- **Funding Sources – Please include the following in your explanation:**

If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.

The Source of funds will be the PA Multimodal Fund.

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 20th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 28

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a One Million Seventy Thousand (\$1,070,000) Dollar Grant from the Multimodal Transportation Fund for intersections at Union and Lehigh Streets and Union and 6th Streets.

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of One Million Seventy Thousand (\$1,070,000) Dollars from the Pennsylvania Department of Transportation to be used for Downtown Traffic Signal and Intersection Improvement Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Million Seventy Thousand (\$1,070,000) Dollars in Multi Modal Funding to the Pennsylvania Department of Transportation.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Public Works

- **Summary and Facts of the Bill**

Grant application to be submitted to PA Department of Transportation for Downtown Traffic Signal and Intersection Improvement Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**

What does the Bill do – what are the specific goals/tasks the bill seek to accomplish

- **What are the Benefits of doing this/Down-side of doing this**

How does this Bill related to the City's Vision/Mission/Priorities

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant. The City cannot apply without this resolution. The Downtown Traffic Signal and Intersection Improvement Project will be utilized specifically for the intersections at Union and Lehigh Streets and Union and 6th Streets.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**

- **Benefits (initial and ongoing)**

The cost of the project is approximately \$1,391,000 for the two intersections noted above.

The remaining funds will come from recently appropriated Capital funds.

- **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

The Source of funds will be the PA Multimodal Fund.

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 30th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 29

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Commonwealth Finance Agency for a One Million Seventy Thousand (\$1,070,000) Dollar Grant from the Multimodal Transportation Fund Grant for intersections at Union and Lehigh Streets and Union and 6th Streets.

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of One Million Seventy Thousand (\$1,070,000) Dollars from the Commonwealth Finance Agency to be used for Downtown Traffic Signal and Intersection Improvement Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Million Seventy Thousand (\$1,070,000) Dollars in Multi Modal Funding to the Commonwealth Finance Agency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Public Works

- **Summary and Facts of the Bill**

Grant application to be submitted to Commonwealth Finance Agency for Downtown Traffic Signal and Intersection Improvement Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:
What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**

- **What are the Benefits of doing this/Down-side of doing this
How does this Bill related to the City's Vision/Mission/Priorities**

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a _____ request. The City cannot apply without this resolution. The Downtown Traffic Signal and Intersection Improvement Project will be utilized specifically for the intersections at Union and Lehigh Streets and Union and 6th Streets.

- **Financial Impact – Please include the following in your explanation:**
- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

The cost of the project is approximately \$1,391,000 for the two intersections noted above. The remaining funds will come from recently appropriated Capital funds.

- **Funding Sources – Please include the following in your explanation:**
- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

The Source of funds will be the PA Multimodal Fund.

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 20th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

No. 30

RESOLUTION

R - 2014

Introduced by the Administration on June 18, 2014

Authorizes Submission of an Application to the Pennsylvania Department of Transportation for a Grant of One Million (\$1,000,000) Dollars from the Multimodal Fund for Center City Pedestrian Lighting

Resolved by the Council of the City of Allentown, That

BE IT RESOLVED, that the City of Allentown, Lehigh County hereby requests a Multimodal Transportation Fund grant of \$1,000,000 from the Pennsylvania Department of Transportation to be used for Center City Pedestrian Lighting.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Ed Pawlowski, Mayor, and Garret Strathearn, Finance Director, as the official(s) to execute all documents and agreements between the City of Allentown and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the City of Allentown to submit the application for One Million, (\$1,000,000) Dollars in Multi Modal Funding to the Pennsylvania Department of Transportation.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Community and Economic Development

- **Summary and Facts of the Bill**

Grant application to be submitted to PA Department of Transportation for Center City Pedestrian Lighting Project to be funded by the PA Multimodal Fund.

- **Purpose – Please include the following in your explanation:**

What does the Bill do – what are the specific goals/tasks the bill seek to accomplish

What are the Benefits of doing this/Down-side of doing this

How does this Bill related to the City’s Vision/Mission/Priorities

The bill formally requests the grant from the PA Multimodal Fund, authorizes the Mayor to execute all documents, and identifies the amount of the grant of a 1,000,000 request. The City cannot apply without this resolution. The Pedestrian Lighting Project is a key element in the draft Center City Initiative Strategy.

- **Financial Impact – Please include the following in your explanation:**

Cost (Initial and ongoing)

Benefits (initial and ongoing)

The cost of the project is approximately \$1,650,000.

The remaining funds will come from committed CDBG funds.

The benefit will be improved lighting for residents and visitors in the center city area and to improve pedestrian mobility.

- **Funding Sources – Please include the following in your explanation:**

If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.

The Source of funds will be the PA Multimodal Fund

- **Priority status/Deadlines, if any**

We request approval at the June 18th meeting in order to submit the grant by required date of June 30th.

- **Why should Council unanimously support this bill?**

This project will improve the quality of life for Center City residents and will improve the overall environment for visitors and businesses in this area.

- **Body/Text of the Bill**



CITY OF ALLENTOWN

R - 31

RESOLUTION

2014

Introduced by the Administration on June 18, 2014

Certificates of Appropriateness for work in the Historic Districts

Resolved by the Council of the City of Allentown, That

WHEREAS, Certificates of Appropriateness are required under the provisions of the Act of the General Assembly of the Commonwealth of Pennsylvania No. 167, June 13, 1961 (P.L. 282) and City of Allentown Ordinance No. 12314; and

WHEREAS, the following owners and/or applicants propose exterior alterations of the listed properties as indicated on the attached Case Reports:

Bassam Safi
547-549 N. 5th Street

Redevelopment Authority of the City of
Allentown
453 N. 6th Street

James A. Gallucci
416 N. Lumber Street

Herbert Brown
429 N. 11th Street

WHEREAS, on June 2, 2014, the Allentown Historical Architectural Review Board recommended approval of the above applications or offered modifications, which were subsequently accepted by the property owners, to City Council; and

WHEREAS, after reviewing the above-mentioned HARB Case Reports, it is the opinion of City Council that the proposed work is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Allentown that Certificates of Appropriateness are hereby granted for the above referenced work.

**CITY OF ALLENTOWN
Historical Architectural Review Board
FINAL REVIEW SHEET
June 2, 2014**

Case # HDC-2014-00009 - Proposal to remove awning sign and replace with 2 carved wood signs.

Property located at: 547-549 N 5th Street
Agenda #1
Historic District: Fairgrounds
Case #HDC-2014-00009
Meeting date: June 2, 2014

Property Owner: Bassam Safi
Address: 1521 Lehigh Parkway N.,
Allentown, PA 18103
Applicant: same
Applicant's Address: same

Building description, period, style, defining features: This structure is a 4 story attached corner commercial and residential building with a Mansard roof, Flemish parapet, octagonal corner turret with finial, double height arched window opening, and corner entrance to first floor commercial space. The building dates from c. 1890 and is a hybrid Queen Anne style.



Proposed alterations: It is proposed to remove awning sign and replace with 2 carved wood signs. The signs would be 3'x4' carved wood signs with exterior illumination to read "Safires Grill; breakfast, lunch, dinner, 12 hour diner 7am-7pm" in two colors. The shape of the sign is scalloped on the sides.

Background: n/a

Staff Approvals: n/a

Violations: n/a

Guideline Citation: **SIS 9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **Allentown Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures 11. Signs 12. Lighting

Evaluation, effect on historic district, recommendations: The proposed signs are historically appropriate in concept, but it is not certain how they will fit in the space above the corner entrance once the current awnings are removed. The vertical dimension of the space available and the amount left around the sign once installed should be determined. It is suggested that there be at least 6" above and below the sign. The shape of the sign could be modified to be more appropriate. The scalloped shape could be placed on a rectangular sign

with the background to the scalloped shape a different color. A specification on the proposed lighting and placement should be reviewed. Small spotlights or gooseneck lights are recommended.

Discussion: The applicant clarified his intent to have the sign rectangular in overall shape. The scalloped graphic and lettering would be applied to the rectangular sign. He also informed the HARB that he planned 6" above and 6" below the sign as recommended by the Historic Consultant. There was a question about the removal of the awning and the lack of protection to someone entering the restaurant. It was pointed out that there was a protected vestibule before entering the building. The colors of the sign were discussed. The HARB recommended using a red background and gold and black lettering and graphics instead of a white background with red graphics. The lighting was briefly discussed. Power is already supplied to lights.

Motion: The HARB upon motion by Mr. Sell and seconded by Mr. Wheeler adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to remove awning sign and replace with 2 carved wood signs at 547-549 N 5th Street was represented Bassam Safi.
2. The signs will be 3'x4' carved wood signs with exterior illumination to read "Safires Grill; breakfast, lunch, dinner, 12 hour diner 7am-7pm".
3. The colors of the signs are recommended to be red with gold lettering and gold and black graphics.
4. The shape of the signs will be rectangular.
5. A specification for the external illumination will be submitted for staff review.
6. The proposal to recommend a COA was unanimously approved. (5-0; motion carried; *Berner, Huber, Jackson, Sell, Wheeler*)

**CITY OF ALLENTOWN
Historical Architectural Review Board
FINAL REVIEW SHEET
June 2, 2014**

Case # HDC-2014-00010 - Proposal to replace asphalt shingle siding on 3rd floor dormer with fiber cement siding.

Property located at: 416 N Lumber Street
Agenda #2
Historic District: Old Allentown
Case #HDC-2014-00010
Meeting date: June 2, 2014

Property Owner: James A. Gallucci
Address: 416 N. Lumber St., Allentown, PA 18102
Applicant: same
Applicant's Address: same

Building description, period, style, defining features: This 2½-story brick row house, ca 1903 is Federal/Victorian style. The gable roof has a dormer, dentilated cornice, asphalt shingles and a single chimney. The house has a high level of historic integrity and is in excellent condition. The sides of the roof dormer are asphalt shingle.



Proposed alterations: It is proposed to replace asphalt shingle siding on 3rd floor dormer with fiber cement siding.

Background: Per HARB Case # 1986-3 heard on February 3, 1986:

1. Replace wooden main entrance steps and stoop with brick of same configuration.

Per HARB Case # 1980-35 heard on May 12, 1981:

1. Demolish rear frame addition
2. Construct wainscot board fence
3. Modifications to the first floor rear per sketches.

Per HARB Case 1979-73 heard on January 7 1980:

1. Place louvered shutters on 2nd floor windows
2. Remove aluminum awning
3. Place contemporary light fixture in the front
4. Place wooden steps over concrete steps in the front

Violations: n/a

Guideline Citation SIS 9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the

CITY OF ALLENTOWN
Historical Architectural Review Board
FINAL REVIEW SHEET
June 2, 2014

property and its environment. **Allentown Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures 4. Walls, Siding and Trim.

Evaluation, effect on historic district, recommendations: The proposal to replace the asphalt shingle siding on the sides of the dormer is historically appropriate. If possible, the siding should be smooth and not wood grained. The color should blend with the existing house colors.

Discussion: The proposal to replace the shingles with siding was briefly discussed. The HARB agreed the fiber cement siding would be historically appropriate. The exposure was clarified to be 4" and the applicant was asked to use smooth siding with no wood grain texture if possible.

Motion: The HARB upon motion by Mr. Berner and seconded by Ms. Jackson adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to replace asphalt shingle siding on 3rd floor dormer with fiber cement siding at 416 N Lumber Street was represented James Gallucci.
2. The shingles will be replaced with new fiber cement siding as proposed.
3. The siding will have a 4" exposure.
4. The siding will have a smooth texture with no wood grain if possible.
5. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Huber, Jackson, Sell, Wheeler*)

**CITY OF ALLENTOWN
Historical Architectural Review Board
FINAL REVIEW SHEET
June 2, 2014**

Case # HDC-2014-00011 - Proposal to secure a COA for the demolition of the deteriorated garage.

Property located at: 453 N 6th Street
Agenda #4
Historic District: Fairgrounds
Case #HBDC-2014-00011
Meeting date: June 2, 2014

Property Owner: Redevelopment Authority
of the City of Allentown
Address: 435 Hamilton St, 3rd Floor
Allentown PA 18101
Applicant: same
Applicant's Address: same

Building description, period, style, defining features: This structure is a 3 story semi-detached bricktoted dwelling with Mansard roof, corner turret with missing tower roof and brickote over former shingle siding. Also on the site is a hipped roof carriage house/garage. The house dates from c. 1880 and is Queen Anne in style. The property was built in three sections, 1880, 1920 and 1930. The carriage house/ garage possibly dates from c. 1880-1910



Proposed alterations: It is proposed to secure a COA for the demolition of the deteriorated garage. The garage received an "unsafe structure – due to rear garage roof collapsing" with instructions to demolish or restore the garage within 24 hours. The garage was at severe risk of collapsing and posed a health and safety risk.

Background: Per HARB Case # HDC-2013-59 heard on October 7, 2014:

1. The proposal to rehabilitate the property at 453 N 6th Street was represented by Dave Evans and Eric Weis.
2. All windows will be replaced with white or almond 1over1, Harvey vinyl, or equal, windows or equal. All size and light configurations will match original. All original trim and casings will be saved, restored, repaired (rotted sections replaced), and painted
3. If budget allows, shutters on will be installed on 5 windows on 6th St. side: paneled on 1st story, louvered on 2nd story.
4. The northwest octagonal oriel will be re-structured, the stucco removed and the exterior re-finished in keeping with similar oriels on neighboring buildings using James Hardie Board siding on vertical spaces between windows and James Hardie Board shingle above and below windows. The missing tower roof will be replaced and covered with GAF Slateline shingles with metal ridge caps and a finial.
5. Woodwork will be replaced or repaired (by filling and replacing rotted sections), and painted.
6. If budget allows, missing dentils on north cornice will be replaced to match existing.
7. Front entrance door will be replaced with fiberglass four-panel door, Therma-Tru or equal. Rear entrance door and north side second-story door will be replaced with fiberglass two-panel, half-light doors.

8. The existing stucco/brickcoat and wire lath on east, north and west sides of the house will be removed and original brick restored, cleaned, and re-pointed. Soft or missing brick will be replaced with brick to match existing. On the south elevations of the house, stucco will remain and be repaired as needed.
9. All roofs will be replaced on the house and garage. All gutters and downspouts will be replaced with half-round almond or white aluminum. All box gutters will be relined with black EPDM and new metals. Replacement shingles shall be GAF Slateline or equivalent. Flat roofs will be replaced with black EPDM.
10. The front concrete steps will be replaced with new concrete steps with traditional bullnose and existing iron railings restored and re-installed. Deteriorated rear concrete sidewalks will be replaced.
11. The 1st and 2nd story open porches will be recreated by removing rear and side additions to original building back to original dimensions. Original wall surfaces will be exposed and restored. The second floor north side porch railing will be replaced with a simple, appropriate railing and balustrade. Salvaged railings and balustrades will be sought at the APL warehouse or new railings and balustrades built of TREX composite or equal. The porch ceiling will be covered with vinyl beaded ceiling material with invisible venting.
12. The retaining wall along north side of yard will be repaired. If budget allows, a loops and darts metal fence will be installed.
13. A steel cellar entrance door, Bilco or equal, will be installed on east side of building.
14. Replace front and rear light fixtures with lantern style light fixtures 10" to 12" tall with dull bronze finish.
15. We will seek to replace the four missing iron window grates if they are available from the salvage warehouse. If not available simple grates constructed of simple square stock will be fabricated and installed.
16. Garage doors will be replaced with two (2) new doors to match existing panel configuration without windows, Clopay Coachman or equivalent. The structurally collapsed hipped roof will be removed and replaced with "A" roof. Remove stucco from east and north sides, clean and point east side brick and install James Hardie Board siding on north side around and over new garage doors. West side stucco will be either repaired and painted or removed with the bricks repointed. Remove two (2) windows from the east side, block and stucco openings. Replace two (2) windows on west side of garage with Harvey vinyl 2 over 2 windows and replace west side door with four panel fiberglass door Therma-Tru or equal.
17. The garage drawings must be submitted for staff approval.
18. The proposal to recommend a COA was unanimously approved. (7-0; motion carried; *Berner, Brobst, Fillman, Huber, Jackson, Sell, Wheeler*)

Per HARB Case 1987-OF-6, heard June 1, 1987:

Approved Alteration: Install wooden stockade fence on Liberty Street side of property.

Violations: n/a

Guideline Citation: **Allentown Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures 3. Demolition

Evaluation, effect on historic district, recommendations: The garage was reviewed by the HARB in 2013 as part of a rehabilitation package. At the time, based on information and photographs submitted, the HARB requested the garage be rehabilitated if possible. From the October 2013 minutes:

The discussion focused on the details of the proposal and the condition of the garage roof and other changes to the rear garage, the soffit on the second floor porch, basement window grates, details of the new front concrete steps, and the window replacements. The applicant explained they had not been able to access the garage to establish the structural condition of the rear of the garage roof, but it did not look good from the exterior. The Historic Consultant urged the applicants to salvage as much of the roof structure as possible and retain the hipped roof configuration. The applicants were asked to return to the HARB if the roof was in irreparable condition to discuss alternatives and also to submit drawings of the proposed facades and new door configuration.

From the October 2013 Resolution:

- *Garage doors will be replaced with two (2) new doors to match existing panel configuration without windows, Clopay Coachman or equivalent. The structurally collapsed hipped roof will be removed and replaced with "A" roof. Remove stucco from east and north sides, clean and point east side brick and install James Hardie Board siding on north side around and over new garage doors. West side stucco with be either repaired and painted or removed with the bricks repointed. Remove two (2) windows from the east side, block and stucco openings. Replace two (2) windows on west side of garage with Harvey vinyl 2 over 2 windows and replace west side door with four panel fiberglass door Therma-Tru or equal.*
- *The garage drawings must be submitted for staff approval.*

Based on the current photographs submitted, the condition of the garage was far worse than what the consultant and HARB understood or anticipated at the October meeting. The concrete floor slab and partial foundation wall (12" +/-) were retained. The condition of the slab and future intensions should be discussed.

Discussion: It was apparent that the garage had been further damaged during the recent winter. Ms. Calluori explained the garage was a safety threat to the neighborhood. The Redevelopment Authority acted on a City order to raze or repair the structure by demolishing the garage. They did not have the resources to repair the deteriorated garage. There was discussion of the foundation wall and slab remaining after the demolition of the structure. Mr. Brobst pointed out that the foundation wall was acting as low retaining wall along the side street. Ms. Calluori said they were planning on selling the property to a developer and she did not know what they would be doing with the remaining slab and foundation wall. It was speculated that they would want to keep it for off street parking.

The HARB struggled with the approval of the demolition "after-the-fact". Various options for how to handle any future work on the foundation and slab were discussed. It was resolved that the approval for a COA on the demolition be tied to a requirement that the new owner submit a plan for treatment of the foundation wall and concrete slab.

Motion: The HARB upon motion by Ms. Jackson and seconded by Mr. Wheeler adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to secure a COA for the demolition of the deteriorated garage at 453 N 6th Street was represented Shannon Calluori of the Redevelopment Authority of Allentown.
2. The garage received an "unsafe structure – due to rear garage roof collapsing" with instructions to demolish or restore the garage within 24 hours.
3. The garage was at risk of collapsing and posed a health and safety risk.

4. The garage was demolished without HARB review due to the emergency nature of the situation.
5. The new owners must submit a plan for the remaining foundation and slab.
6. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Huber, Jackson, Sell, Wheeler*)

CITY OF ALLENTOWN
Historical Architectural Review Board
FINAL REVIEW SHEET
June 2, 2014

Case # HDC-2014-00010 - Proposal to modern overhead door with a carriage style overhead door.

Property located at: 429 N 11th Street
Agenda #5
Historic District: Old Allentown
Case #HARB-2014-00012
Meeting date: June 2, 2014

Property Owner: Herbert Brown
Address: 2214 Oakwood Court, Fogelsville
PA 18051
Applicant: same
Applicant's Address: same

Building description, period, style, defining features: This structure is a 1 story, 3 bay red brick commercial garage with a large central overhead door, symmetrical side entrances with bracketed shed roofs and side windows. The garage dates from the 1920s and is utilitarian in style.



Proposed alterations: It is proposed to replace the modern overhead door with a carriage style overhead door with 21 panels, faux strap hinges, 3 glass panels, and handles, install paneled shutters over the existing windows in a closed position, install steel doors with applied mouldings to create a six panel configuration, replace the light fixture centered over the garage door with a period style industrial light fixture, and replace and or paint all trim and woodwork as needed.

Background: None

Violations: None

Guideline Citation: **Allentown Guidelines for Historic Districts:** Chapter 5. Guidelines for Existing Buildings and Structures, 4. Walls, Siding and Trim 5. Windows, 6. Doors

Evaluation, effect on historic district, recommendations: The proposed work is historically appropriate in concept, but the style and specifications for the garage door need to be reviewed and discussed. The door is approximately 13' wide and 13' high. Panel configurations should be discussed as well as the material. The materials proposed for the shutters and for the doors should also be discussed. The option of using smooth fiberglass door paneled doors should be considered, and a 4 panel configuration would have been more common in the 1920s. The material of the shutters should be wood.

Discussion: Mr. Hartney explained why the project was a late addition to the agenda. The proposed new garage door was not something he or the Historic Consultant thought could be handled at the staff level. The overhead door is unusually large and it was not clear that the carriage style door was appropriate in concept. There was a brief discussion of different designs

found in industrial buildings with large doors. The HARB also reviewed other proposed alterations to the façade. The shutter detail was explained so that the HARB understood the concept. It was noted that there was room for the shutters to be slightly inset or flush with the façade brick. The material and panel configuration of the regular entry doors were reviewed. It was agreed that a four panel configuration would be more appropriate for the time period and that either fiberglass or heavy gauge steel would be acceptable for the door material.

Motion: The HARB upon motion by Mr. Berner and seconded by Ms. Jackson adopted the proposal that City Council issue a Certificate of Appropriateness for the proposed work described herein:

1. The proposal to replace the modern overhead door with a carriage style overhead door at 429 N 11th Street was represented Mr. Hartney at the request of the applicant.
2. The existing modern large overhead door may be replaced with a new paneled garage door fabricated of commercial grade steel or fiberglass. The exact configuration of the door will be determined in consultation with City Staff and Historic Consultant.
3. Wood paneled shutters will be installed over the existing windows in a closed position as proposed.
4. Four-panel smooth fiberglass doors or steel doors with applied moldings to create a four panel appearance will be installed in the two entry doors. One of the doors will be fixed and one operable.
5. The existing utilitarian light fixture centered over the garage door will be replaced with a period style industrial light fixture.
6. All trim and woodwork will be repaired or replaced in-kind where needed and painted.
7. The proposal to recommend a COA was unanimously approved. (6-0; motion carried; *Berner, Brobst, Huber, Jackson, Sell, Wheeler*)



CITY OF ALLENTOWN

No. 32

RESOLUTION

R - 2014

Cancels the July 2, 2014 Council Meeting

Resolved by the Council of the City of Allentown, That

WHEREAS, Council may, by resolution, cancel a meeting due to lack of business; and

WHEREAS, no business has been forwarded from the Administration.

NOW, THEREFORE, BE IT RESOLVED, that Allentown Council hereby cancels the July 2nd Council meeting.