

**Milford Township Board of Supervisors' Meeting Minutes**  
**December 2, 2025 - 7:00 pm**

**Attendance:** Supervisors present: John Mininger, Chair; Christian Haberle, Vice Chair; Member Charles Strunk was absent. Staff present: Devan Ambron, Assistant Manager/Secretary/Treasurer; Todd Baldwin, Pennoni, and Kate Harper, Timoney Knox. Jeffrey Vey, Township Manager was absent.

**Call to Order:** Mr. Mininger called the December 2, 2025 Board of Supervisors meeting to order at 7:00 pm.

**Approval of Minutes:** Mr. Haberle made a **MOTION** to approve the November 5, 2025 and November 10, 2025 Meeting Minutes. The motion was seconded by Mr. Mininger and passed unanimously.

**Financial Report:** Mr. Haberle made a **MOTION**, seconded by Mr. Mininger, to approve the current invoices for payment and the Treasurers Report of October 2025. The motion passed unanimously.

**Conditional Use:**

**Milford Village Section 1-Retail, Preliminary Plan of Land Development, Route 663, TMP No. 23-010-175-001.**

Proposed Retail use in the Arterial Mixed Use Overlay District. Mr. Martin Smith of Pany Lentz and Mr. Del Markward of MVP 663 I, were in attendance to present proposal. Mrs. Harper marked the exhibits for the record, application for Conditional Use and Proof of Publication of notice of the hearing. Mr. Markward stated he is here tonight asking for Conditional Use approval for the Section 1-Retail component which has been designed in accordance with the approved Seventh revised Master Plan. The plans for the apartments and retail have both been reviewed and the retail does conform with zoning that is in place today. Mr. Smith presented a copy of the site plan and utility plan of the Seventh Revised Master Plan. Mr. Smith stated this plan was in front of the township in 2022 for review and approval. The plan was approved in 2023. The plan laid out all of Milford Village including Section 1 which was referred to as Section 1 East. The Master Plan shows a non-residential building tabulation that accounts for 43,200 square feet of retail on Section 1. Mr. Smith stated the second page is a site plan from the plan set for the Section 1-Retail Land Development proposal that has been previously submitted to the township. Mr. Smith stated they are in receipt of reviews from the township engineer, Water Authority, and Sewer Authority. Shown on the plan are two retail buildings labeled 1 and 2 totaling 43,200 square feet which matches the approved area on the Master Plan. In addition, the plan lays out the parking, truck loading area and surrounding roadways to the south, Abby Lane to the west and Mill Hill Road to the north. The road layout is consistent with the approved Master Plan. The 3<sup>rd</sup> sheet is the Utility and Grading Plan for reference. The water will drain to the 2 existing stormwater facilities. The driveway connects to Abby Lane and Mill Hill Road with a right turn into the project from Route 663. The improvements along 663 are incorporated with the approval and there is a separate land development plan for the roadways that will be constructed which includes Abby Lane and Route 663. The roadways will be in place before construction of the retail. The proposal is in conformance with the AMU District and the Seventh Revised Master Plan. Mr. Haberle asked if the retail is two independent units or multi-tenants per building. Mr. Markward stated the smaller is envisioned for 1 user and the larger may possibly be a multi-tenant unit. He noted this is the same layout and design intent. Mr. Haberle further asked which would be constructed first, the apartments or retail and if it is relative to Abby Lane coming in on when one gets built vs. the other and if the road matters. Mr. Smith stated the road plan set is leading and will generate a new NPDES permit and Abby Lane should be in place prior to any construction. Mr. Haberle asked with the curbing and connection to where the apartments are located will be constructed, there is a non-connected portion north of the stormwater facilities with no curbing or sidewalk. Mr. Smith said that is part of the road plan set and includes additional trail, extending along the north side of Mill Hill Road to the frontage of Cherry Blossom with cross walks to connect. Mr. Haberle asked if a waiver request for the parking depth was being sought. Mr. Smith said yes, that is part of the land development plan not the Conditional Use. Mr. Baldwin stated he has no comments at this time. Mrs. Harper asked if the improvements to Route 663 would be done before occupancy. Mr. Smith replied that is what is anticipated and the road work will start next year. Mrs. Harper stated Master Plan Seven was recorded and asked if the money has been escrowed for the Route 663 improvements. Mr. Markward stated it has. Steve McManus of Willow Stream Drive asked how the traffic is going to be affected and noted there are an abundance of traffic accidents at the traffic light and the hospital traffic light. He added there are already a lot of tractor trailers and asked what impact that would have with the retail use. Mr. Smith stated the approved Traffic Impact Study done with the Seventh Revised Plan and included the entire full build out and he cannot speak to the exact numbers as it has been reviewed and accepted as part of the Seventh Revised Plan. Mr. McManus asked if it is going to be single retail or multiple as there is an option of more people coming in, 2 restaurants vs. 5 or 6 retail buildings will bring in more traffic. Mrs. Harper stated the Master Plan was done more than a year ago and they agreed with the improvements to Route 663, which includes widening to 4 lanes and a center turn lane. Mrs. Harper added it should operate better than how it is operating currently and it is zoned for large and small retail. Mr. Markward stated it all ties together, Mill Hill Road was relocated which took a lot of traffic off Route 663.

The roadways are set up for the entire nine sections that are all in process with additional plans that may come in in the future. Mr. Malachowski asked if the four lanes will take effect right away and noted it is wider at the hospital. Mr. Markward replied it will most likely be painted out initially. They will be waiting for this portion to be finished then the rest will be finished, and further added the road will taper down at the old Mill Hill Road. With there being no further discussion at this time the hearing was closed at 7:19 pm. Mrs. Harper stated she has supplied a draft resolution with an area left blank should there be any conditions that haven't been determined. Mr. Markward stated he is requesting a waiver of submission fees and posting escrow as this was submitted previously with the application that included the apartment use. Mr. Haberle stated the actual cost for legal, advertising and the court reporter will be required. Mr. Markward stated that is no problem and he will pay those fees out of his existing escrow account.

Mr. Haberle made a **MOTION** to approve the Conditional Use application for Milford Village Section 1-Retail, Route 663, TMP No. 23-010-175-001 with the condition the actual fees associated with the request be paid by the applicant. The motion was seconded by Mr. Mininger and passed unanimously.

### **Subdivision/Land Development Plan Review:**

#### **Milford Village Section 1-Retail, Preliminary Plan of Land Development, Route 663, TMP No. 23-010-175-001.**

Construction of two retail buildings totaling 43,200 square feet. Mr. Markward stated this is a follow up to the Conditional Use request and he is looking for preliminary plan approval for Section 1-Retail. A land development plan has been prepared and submitted. Mr. Smith said he is in receipt of the Pennoni review letter dated August 27, 2025, the Water Authority review letter dated August 27, 2025, and the Fire Marshal review letter dated September 24, 2025. Mrs. Harper stated she has prepared a draft resolution for preliminary plan approval. Conditions outlined in the resolution include compliance with the comments found in the Pennoni review letter of August 27, 2025 and the Water and Sewer Authority have capacity and will serve the site. The plan must demonstrate compliance with zoning Section 525, recreation amenities or a fee in lieu. Mrs. Harper said this is still an open issue. Mr. Haberle said he assumes the comments are will comply or there are solutions to the comments. Mr. Smith stated he has had discussion with Mr. Baldwin. There are currently three waivers requested, pipe materials, pipe size, and common parking lot standards, there may be one or two more waiver requests that come up as we go along. Mr. Haberle stated the proposed trail that were presented with the apartment use satisfies the recreation amenities for this site as well. Mr. Baldwin stated he has nothing further to add.

Mr. Haberle made a **MOTION** to approve **Resolution No. 2025-19** granting Preliminary Land Development Plan approval for the Milford Village Section 1 Retail for the property located on Route 663, TMP No. 23-010-175-001. The motion was seconded by Mr. Mininger and passed unanimously.

**D.R. Horton, Brookfield Estates, Concept Plan, West Pumping Station Road, TMP No. 23-015-036, 23-015-037, 23-015-039. Non-Action Item.** Construction of 106 single family dwellings with roadway improvements. Mrs. Ambron stated this plan shows a loop road through the proposed development with a through road from West Pumping Station through the property of St. Isidore to Old Bethlehem Pike. A right of way for a future Portzer Road extension is also shown. Mr. Haberle stated he has reviewed the plans which show a significant change from the prior plan. Mr. Mininger said the revised plan looks very intriguing and as far as the property and road layout this is more favorable. Mr. Baldwin noted a formal submission has not been made and he has not performed a review of this plan. Mr. Baldwin stated he was part of the discussions with the applicant for the approach of this revised plan. Mr. Robert Smith of Hillcrest Road asked if East Swamp Road would be closed. Mr. Mininger stated not necessarily, and Mrs. Harper added this plan does not show a closure of East Swamp Road.

### **Other Business:**

Approval of 2026 Meeting Schedule. Mrs. Ambron presented the 2026 Meeting Schedule for approval. The Board of Supervisors Re-Organization Meeting is scheduled for Monday, January 5, 2026. The regular meetings of the Board of Supervisors are held the 1<sup>st</sup> Tuesday and 3<sup>rd</sup> Tuesday (only when required, please call) of the month with the exception of the following dates: January 6, 2026 changed to January 5, 2026; May 19, 2026 (Primary Election) changed to May 20, 2026; and November 3, 2026 (Election Day) changed to November 4, 2026. The Planning Commission members meet the last Wednesday of the month with the following exceptions: June 24, 2026 (MTVFC Carnival) changed to June 17, 2026; and November 25, 2026 (Thanksgiving) changed to November 18, 2026. The Zoning Hearing Board members meet the first Monday of the month with the exception of the following dates: January 5, 2026 (Re-Organization) changed to January 6, 2026; and September 7, 2026 (Labor Day) changed to September 8, 2026.

Mr. Haberle made a **MOTION** to approve the Milford Township 2026 Meeting Schedule. The motion was seconded by Mr. Mininger and passed unanimously.

Mr. Mininger announced a notification of the resignation of William Heffentrager from the Milford Trumbauersville Sewer Authority Board effective January 1, 2026 has been received.

**Correspondence:**

**Fire Police Assistance Request(s).** Mr. Mininger stated a request for Fire Police assistance has been received from Red Hill Borough for assistance at the 2025 Upper Perk Christmas Parade taking place on Saturday, December 6, 2025 at 2:00 p.m.

Mr. Haberle made a **MOTION** to approve the Fire Police Assistance request received from Red Hill Borough for the 2025 Upper Perk Christmas Parade taking place on December 6, 2025. Mr. Mininger seconded the motion. The motion passed unanimously.

**Bucks County Airport Authority Meeting Minutes.** Mr. Mininger stated there are still projects that have been funded for this year and the obstruction removal will begin this winter with a number of projects remaining for next year.

**Milford Township Water Authority.** Mr. Mininger reported that the Meeting Minutes of August 12, 2025, September 9, 2025, and October 14, 2025 of the Milford Township Water Authority are available for review.

**Milford Trumbauersville Area Sewer Authority Meeting Minutes.** Mr. Mininger reported that the Meeting Minutes from October 20, 2025, of the Milford Trumbauersville Area Sewer Authority are available for review.

**Reports:**

**Code Enforcement Departmental Report.** Mr. Kravitsky presented the November 2025 Report. A total of 19 permits were issued in November: 11 residential renovations, 2 zoning, 1 residential accessory, 1 commercial, 1 residential addition, and 3 single family dwellings. A total of 9 Use & Occupancy permits were issued, and 2 Zoning Hearing Board Applications were received.

**Public Works Departmental Report.** Mr. Winkler presented the November 2025 Report. Mr. Winkler reported the Public Works Department began the month installing salt spreaders and snowplows. The crew continued repairing inlets throughout the township. The Township's State Inspection Station was audited, and everything was found to be in order. The Unami Creek Park walking path was overlaid. Grant Road overlay was completed by Sacks and Sons using a total of 2,450 tons of 9.5 mm and Guidemark painted double yellow and fog lines to complete the project. Cabin #9 was removed from Camp Cedar Hill.

**Park Board Meeting Minutes.** Mr. Mininger reported the Park Board Meeting Minutes of November 12, 2025 are available for review.

**Milford Fire Company Report.** None

**Trumbauersville Fire Company Report.** Mr. Mininger stated a written report has been received and is available for review.

**Managers' Report.** None

**Adoption of 2026 Final Annual Budget.**

Mr. Haberle made a **MOTION**, seconded by Mr. Mininger, to approve and adopt the 2026 Final Annual Budget. The motion passed unanimously.

**Escrow Release:**

**Susan Goepfert, 2380 Hillcrest Road, TMP No. 23-012-028, Final Escrow Release Request.** Mrs. Ambron stated this escrow was posted through the property owners insurance company following a fire at the property to ensure that the fire damage is repaired, demolished, or made safe, rather than abandoned. Mr. Kravitsky noted final inspections were performed and a use and occupancy was issued.

Mr. Mininger made a **MOTION** to approve the release of the escrow for the property located at 2380 Hillcrest Road, TMP No. 23-012-028. The motion was seconded by Mr. Mininger and passed unanimously.

**Public Comment on Non-Agenda Items:** No public comment was received.

**Adjournment:** With there being no further business Mr. Haberle made a **MOTION** to adjourn the December 2, 2025 Milford Township Board of Supervisors meeting at 7:42 p.m. The motion was seconded by Mr. Mininger and passed unanimously.