



UPPER MACUNGIE TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES

January 21, 2026

I. CALL TO ORDER/PLEDGE TO THE FLAG:

Meeting called to order at 7:01 PM by Chairman Deprill. He asked all present to join him in the Pledge of Allegiance to the Flag of the United States of America.

MEMBERS PRESENT: Charles Deprill, Chairman; Paul McNemar, Vice-Chairman; Peter Grodziak, Tim Helmer, and Haikeem Nelson, Members.

MEMBERS ABSENT: Chris Walls, Secretary and Ray Boronyak, Members.

STAFF PRESENT: Meredith Keller, Director of Community Development; Ryan Kern, HRG, Inc.; Anderson Deutschman, HRG, Inc.; Andrew Schantz, Township Solicitor; and Jackie Tindall, Planning and Zoning Administrative Assistant.

II. ORGANIZATION

Commissioner Helmer moved to retain Mr. Deprill as Chairman, Mr. McNemar as Vice-Chairman, and Mr. Walls as Secretary. Seconded by Commissioner Grodziak. The motion passed unanimously (5-0).

III. MINUTES

Commissioner Grodziak moved to approve the meeting minutes of December 17, 2025. Seconded by Vice-Chairman McNemar. The motion passed unanimously (5-0).

IV. ADDITIONS/DELETIONS TO AGENDA

Chairman Deprill announced that three items were removed from the agenda:

- Docket #2403 (Xtra Lease LLC Office & Maintenance Building)
- Docket #2419 (7602 Kuhns Drive)
- Docket #2338 (Twin Ponds Mixed-Use, 8739 Hamilton Boulevard)

V. MPC TIMELINE REVIEW

Ms. Keller noted that no extensions were required at this time.

VI. OTHER BUISNESS- Review of Local Economic Revitalization Tax Assistance (LERTA) Ordinance

Mr. Schantz presented information on the proposed LERTA ordinance. He explained that the Board of Supervisors is proposing to adopt an ordinance establishing a Local Economic Revitalization Tax Assistance (LERTA) area. He asked that the Planning Commission provide a recommendation on the map delineating the LERTA area, which he noted was bounded by Route I-78 to the south, Adams Road to the west, Main Street to the north, and Lehigh County parcel number 545640893833-1 (8400 Main Street, Fogelsville) to the east. The intention of the LERTA, he continued, is to incentivize manufacturers to develop underutilized property in this area. He stated that qualifying businesses would receive tax benefits over a ten-year period, based upon improvements constructed on sites within the designated area.

Vice-Chairman McNemar moved to recommend adoption of the LERTA area as delineated on the map prepared by HRG, which delineates an area bounded by route I-78 to the south, Adams Road to the west, Main Street to the north and Lehigh County parcel number 545640893833-1 (8400 Main Street) to the east as underutilized properties to be eligible for the LERTA. Seconded by Commissioner Nelson. The motion passed unanimously (5-0).

VII. CONDITIONAL USE REVIEW

- A. **Docket #2420 – Sheetz Allentown Windsor, 871 N. PA Route 100 and 7535 Tilghman Street, Conditional Use** – The applicant is proposing to construct an Auto Service Station with accessory Convenience Store and drive-up window service on two vacant parcels with access onto PA Route 100 and Tilghman Street. The uses are classified as Conditional Uses in 27-306 Table of Permitted Uses of the Upper Macungie Township Zoning Ordinance. The parcels are located within the Township's NC – Neighborhood Commercial and LI – Light Industrial Zoning Districts.

Vice-Chairman McNemar recused himself, owing to his employer representing the applicant.

Julie Wagner Burkart, Esq. of Stevens and Lee, Victor Grande, P.E. of Rettew, and Eric Mountz, P.E. of Traffic Planning and Design, Inc., represented the application.

Ms. Burkart explained that Sheetz is seeking approval for a convenience store with fueling positions and indoor seating. The proposal, she continued, includes twelve gas fueling positions and a pickup window for made-to-order food items. She noted that the project would eventually be the subject of a lot consolidation and subdivision plan, as it currently consists of two lots that will be reconfigured. She noted that the Sheetz facility would be located on approximately 3.8 acres within the LI district, with the remaining parcel to be left undeveloped at this time.

Mr. Grande provided an overview of the site plan. He described the proposed lot configuration and explained that access would be provided via a right-in, right-out entrance on Route 100 and a full-movement entrance at the existing intersection of Tilghman Street and Windsor Drive. He presented details of the site layout, including the underground storage tanks, fueling canopy with 6 stations, parking areas, and a retaining wall for grading purposes. He then clarified that the proposal includes a drive-up window, which he distinguished from a drive-through. The drive-up window, he continued, is intended for customers who order food through the Sheetz app and then pick up the order at the store. He noted that there is no order point or menu board and is instead strictly based on app orders.

Mr. Mountz explained that the existing access points to both Route 100 and Tilghman Street were previously constructed around 2005 with PennDOT approvals. He stated that the traffic projections for the proposed Sheetz are comparable to what was anticipated in the original approvals. He then noted that for convenience stores, approximately 75% of traffic is pass-by traffic (vehicles already on the roadway that stop at the site), with only about 25% being new traffic. Based on the analysis, he estimated approximately 1,780 vehicles per day would visit the site.

Commission members expressed significant concerns about traffic safety, particularly regarding the potential for vehicles exiting the site onto Route 100 to make illegal U-turns and the need for extending the median on Route 100 to prevent such U-turns. Commission members also questioned the adequacy of the existing deceleration lane on Route 100 and the safety of the Tilghman Street entrance. They also discussed the need for sidewalks connecting to the site. Mr. Mountz agreed to meet with township staff before the Board of Supervisors meeting to discuss those concerns, particularly regarding the median extension and sidewalk requirements.

Michael Gross, 7619 Tilghman Street, expressed concerns about traffic safety, trash management, and the potential for Sheetz customers to use his property's parking lot. Ms. Burkart responded that Sheetz has protocols for regular trash cleanup and that the site would have sufficient parking.

Daniel Zeroka, 7617 Tilghman Street, expressed additional concerns about safety, light pollution, noise, air pollution, and potential impacts on property values.

Commissioner Helmer moved to recommend that Docket #2420 Sheetz Allentown Windsor, 871 N. PA Route 100 and 7535 Tilghman Street, Conditional Use Application, be approved, conditioned on the comments in the Staff and Engineer review letters dated January 16, 2026. Seconded by Commissioner Grodziak. Motion passed 4-0. Vice-Chairman McNemar recused.

- B. Docket #2421 – Hassen Creek Minor Subdivision, 2021 Hickory Lane, Preliminary/Final Minor Subdivision Plan** – The applicant is proposing to subdivide a 42.638-acre parcel into three (3) smaller agricultural lots. Lot #1 and #2 would consist of approximately 15 acres each, and Lot #3 would consist of 11 acres. The parcel is located within the Township's RU3- Rural 3 Zoning District.

Mark Bradbury of Martin, Bradbury & Griffith, Inc. and David Rothrock represented the application.

Mr. Kern noted that this subdivision is related to the Hickory Lane Estates subdivision across Hickory Lane, and they may share roadway improvement costs. He stated that the applicant previously prepared a sketch plan showing widening of Hickory Lane by 4-feet and a new cul-de-sac, but these improvements were not shown on the current plan. Mr. Bradbury commented that discussions were ongoing with the township's fire staff.

Mr. Bradbury expressed concerns about the Vision Zero Action Plan trail connection shown on the plan. He questioned the feasibility of the trail due to steep slopes, wetland areas, and woodland preservation requirements. He also raised concerns about the lack of coordination with South Whitehall Township regarding trail connections. Mr. Bradbury noted that he had not yet received information from the township regarding easement regulations, restrictions, and maintenance for the proposed trail.

Mr. Rothrock questioned the fees being requested for road improvements and trail construction, arguing that they were excessive for a three-lot subdivision where all lots are over ten acres. After discussion, the Planning Commission agreed that more communication was needed between the applicant and township staff regarding fees, trail easements, and road improvements.

Carol Hoover of 2302 Hickory Lane expressed concerns about the trail proposal and asked how she could be involved in future discussions.

Vice-Chairman McNemar moved to recommend that Docket #2421 Hassen Creek Minor Subdivision, 2021 Hickory Lane, Preliminary/Final Minor Subdivision Plan be tabled. Seconded by Commissioner Helmer. Motion passed unanimously (5-0).

- C. Docket #2407 – Hickory Lane Minor Subdivision, 2010 Hickory Lane, Preliminary/Final Minor Subdivision Plan** – The applicant is proposing to subdivide a 60-acre parcel into three lots. Lot #1 and #2 would consist of approximately 11 acres each, and Lot #3 would consist of 37 acres. The parcel is located within the Township's RU3 – Rural 3 Zoning District.

Mark Bradbury of Martin, Bradbury & Griffith, Inc., represented the application.

Mr. Kern noted that this application parallels the previous application, though he commented that the fee in lieu of roadway improvements for Becker Street would total approximately \$1.1 million. Like the Hassen Creek application, he stated that the township is willing to discuss a reduction in the fee to pay for trail improvements.

Mr. Bradbury reiterated the same concerns regarding trail feasibility, coordination with South Whitehall Township, and the fees being requested. He suggested arranging a meeting with the South Whitehall trail manager to coordinate planning efforts.

Vice-Chairman McNemar moved to recommend that Docket #2407 Hickory Lane Minor Subdivision, 2010 Hickory Lane, Preliminary/Final Minor Subdivision Plan be tabled. Seconded by Chairman Deprill. The motion passed unanimously (5-0).

- D. Docket #2413 – Nursery Street Townhouses, 1500 Nursery Street, Preliminary/Final Land Development Plan** – The applicant is proposing to construct 36 townhouses within the Lehigh Hills subdivision. The application includes improvements to associated infrastructure, such as the construction of a waterline, sanitary sewer, storm sewer, and access driveways. The project is located within the Township's NC – Neighborhood Commercial Zoning District.

John McRoberts, P.E. of the Pidcock Company, represented the application.

Mr. Kern explained that the applicant is requesting waivers for sidewalks and curbing along Route 100. Based on information received from Mr. McRoberts showing that the developer previously paid \$676,000

for roadway improvements in 2009, Mr. Kern stated that the township was rescinding its request for a fee in lieu of sidewalks and curbing along Route 100. Mr. McRoberts remarked that he would address all remaining technical comments to the township's satisfaction.

Vice-Chairman McNemar moved to recommend that Waiver Request #3a and #3b be approved. Seconded by Commissioner Grodziak. The motion passed unanimously (5-0).

Vice-Chairman McNemar moved to recommend that Docket #2413 Nursery Street Townhouses, 1500 Nursery Street, Preliminary/Final Land Development Plan be approved, conditioned on the comments in the Staff and Engineer review letters dated January 16, 2026. Seconded by Commissioner Grodziak. The motion passed unanimously (5-0).

- E. Docket #2390 – 611-17 Grammes Parking Lot, 611-17 Grammes Lane, Preliminary/Final Land Development Plan** – The applicant is proposing the modification of the existing paved parking lot to reduce paving, adjust parking, and remediate stormwater management issues. The project is located within the Township's LI – Light Industrial Zoning District.

Monica Sweeney, P.E. of Barry Isett and Associates, represented the application and explained that the property owner is trying to bring the site into compliance by reducing some of the paving. The site, she continued, has an easement for a Buckeye Pipeline that crosses the site, and a PPL right-of-way further prevents parking along I-78. She noted that the application includes a stormwater management system and the conversion of a gravel area across Grammes Lane to meadow cover.

Mr. Kern stated that township staff recommended approval of all waivers and deferrals except for Waiver Request #6, which seeks relief from site lighting requirements around the parking lot. After discussion, the Planning Commission agreed that lighting was not necessary for the private industrial parking lot that serves a towing company and has minimal nighttime activity.

Vice-Chairman McNemar moved to recommend that Waiver Request #1, #2, #3, #6, #9, #10, and #11 be approved. Seconded by Commissioner Nelson. The motion passed unanimously (5-0).

Vice-Chairman McNemar moved to recommend that Deferral Request #4, #5, #7, and #8 be approved. Seconded by Commissioner Grodziak. The motion passed unanimously (5-0).

Vice-Chairman McNemar moved to recommend that Docket #2390 611-17 Grammes Parking Lot, 611-17 Grammes Lane, Preliminary/Final Land Development Plan be approved, conditioned on the comments in the Staff and Engineers review letters dated January 16, 2026. Seconded by Chairman Deprill. The motion passed unanimously (5-0).

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

Commissioner Grodziak moved to adjourn the meeting at 8:53 p.m. Seconded by Commissioner Nelson. The motion passed unanimously (5-0).