



**UPPER MACUNGIE TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES**

August 18, 2021

I. CALL TO ORDER/PLEDGE TO THE FLAG:

Meeting called to order at 7:00 PM by Vice-Chairman Paul McNemar

MEMBERS PRESENT: Chuck Deprill, Chairman; Paul McNemar, Vice-Chairman; Kim Snelling; Tim Helmer; Mike Werst, Chris Walls, Aubrie Miller

STAFF PRESENT: Director of Community Development Daren Martocci, Asst. Director of Community Development/Zoning Officer, Dan DeMeno, Planning & Zoning Specialist John Toner; Township Engineer, Dave Alban; Township Solicitor, Andrew Schantz; Township Conflict Engineer, Stan Wojciechowski

Chairman Charles Deprill opened the meeting and asked all present to join him in the Pledge of Allegiance to the Flag of the United States of America. J. Toner updated the Planning Commission on current MPC deadlines on active plans. Docket number 2305 has granted the Township a 90-day time extension, the deadline on their plan has been extended to December 11, 2021. Docket number 2299 has granted the Township a 90-day time extension, the deadline on their plan has been extended to December 12, 2021. Docket number 2304 & 2303 have granted the Township a 90-day time extension, the deadline for both has been extended to December 13, 2021. D. Martocci noted that Docket number 2318, Readington Farms, has tabled themselves for this evening and will not be heard at this meeting.

II. ACTION ITEMS:

A motion was made to approve the July 2021 meeting minutes. Motion was made by M. Werst, 2nd by K. Snelling, Motion passed unanimously (7-0).

III. PLANNING DOCKET REVIEW TIMETABLE:

Projects in Review		
Docket	Project	90 or 45 Day Period (MPC Section 508)
2305	5239 W Tilghman Street Addition – Land Development	9/12/2021
2299	Hidden Meadows Phase III – Land Development	9/13/2021
2303	*7312 Windsor Drive – Preliminary Land Development Plan	9/14/2021
2291	Yourway Facility Expansion – Final Land Development	9/14/2021
2304	Towns at Schafer Run – Preliminary Land Development	9/14/2021
2313	*Members 1st Federal Credit Union – Land Development	10/13/2021
2084A	Lehigh Hills, Lot 5, Phase II Supplemental Grading Plan – Amended Final Plan	10/18/2021
2318	*Readington Farms – Preliminary Plan	10/19/2021
2311	10543 Schantz Road – Minor Subdivision Plan	11/14/2021
2321	*UMT Community Center – Preliminary/Final Land Development	11/16/2021
2325	*Green Hills Commerce Center Building III Addition – Prelim/Final	11/16/2021
2202	6500 Chapmans Road – Land Development	11/28/2021
2062	Hassen Creek Estates – Subdivision Plan	11/30/2021

***Projects being heard in August**

IV. PLAN REVIEW

- A. **#2321 Upper Macungie Township Community Center, Preliminary/Final Subdivision & Land Development Plan, 340 Grange Road & 6914 Ruppssville Road**, the project proposed a new 191,631 SF indoor recreational facility with associated stormwater, parking areas and extension of utilities. In addition, the plans include a proposed roundabout at the intersection of Lenape Trail and Grange Road. The project is located within the Township's R2 – Low Density Residential District;

J. Toner explained the proposed plan and noted that since the Township is the applicant on this plan, the Planning Commission will act as the governing body and ultimately make the decision on the plan. D. DeMeno also noted that under provisions in the ordinance, the Township is exempt from the Zoning Ordinance requirements.

P. McNemar asked questions regarding loading/unloading space, fire connections, traffic counts, signage, and sidewalk separation. Parking space requirements were asked by multiple Planning Commission members, D. Alban explained that calculations were done using the ITE Parking Generation Manual 5th Edition to determine adequate parking. With the Community Center parking and parking throughout the rest of the park, the spaces provided will be sufficient. C. Walls and M. Werst asked questions regarding the roundabout and whether a tractor trailer could fit through it. D. Alban explained that the roundabout is designed to accommodate tractor trailers. If they attempt to go through, they will not get stuck and cause traffic problems however, the roundabout isn't being designed for them specifically.

P. McNemar made a motion to grant approval to the following waiver requests based on the comments found in a letter from the Township Conflict Engineer, Stan Wojciechowski, dated August 12, 2021:

- 1. Waiver Request #1 from Section 22-403.1: to allow the applicant to submit the Lot Consolidation Plan only at a scale of 1" = 50'.**
- 2. Waiver Request #2 from Section 22-504.1: to allow the applicant to submit the plan as a Preliminary/Final Subdivision & Land Development Plan.**
- 3. Waiver Request #6 from Section 22-704.9.C: to allow the applicant to not install curbing around certain portions of the internal parking lot to allow for stormwater drainage.**
- 4. Waiver Request #9 from Section 22-707.5.A(3): to allow the applicant to not have a minimum drop of 0.10 foot and to not match the crown of the pipe when the pipe size changes.**
- 5. Waiver Request #10 from Section 22-707.4.C(1): to allow the applicant to have dewatering time in the detention ponds be more than 12 hours after termination of a storm.**
- 6. Waiver Request #11 from Section 22-403.4.G: to allow the applicant to not show publicly recorded stormwater management facilities and recreation facilities within 200 feet on the plan.**
- 7. Waiver Request #12 from Section 22-705.C(3): to allow the applicant to not extend the sewer lines along the full frontage of the property.**

The motion was seconded by C. Walls and approved 7-0.

P. McNemar made a motion to grant deferrals for the following requests based off the comments found in a letter from the Township's Conflict Engineer, Stan Wojciechowski, dated August 12, 2021:

- 1. A deferral was granted for request #4 from Section 22-704.9.A: the applicant shall provide sidewalks along the frontage of Grange Road when it becomes appropriate.**
- 2. A deferral was granted for request #5 from Section 22-704.9.A: the applicant shall provide sidewalks along the frontage of Ruppsville Road when it becomes appropriate.**
- 3. A deferral was granted for request #7 from Section 22-704.1.H: the applicant shall provide roadway improvements to Grange Road when it becomes appropriate.**

The motion was seconded by A. Miller and approved 7-0. Discussions between the Planning Commission and the public were had regarding pedestrian safety pertaining to the proposed roundabout and the internal walkway system. Township Supervisor Sean Gill noted that the Supervisors will work with the residents to come up with additional safety measures.

B. #2325 Green Hills Commerce Center Building III Addition, Preliminary/Final Land Development Plan, 5925 Tilghman Street, the project proposes an additional 11,200 SF office building at the existing site. The plan includes additional parking areas. The proposed plan is situated within the Township's HC – Highway Commercial Zoning District;

P. McNemar wanted it to be placed on the record that he is working with the applicant's attorney on a separate project outside of the Township and it will not interfere with any recommendations on the plan tonight. J. Toner noted this.

D. Martocci explained the proposed plan. The applicant's attorney, Eric Shock, stated that the comments found in the Township Staff Report and Engineer Review letter were simple items to address and wouldn't be a problem. He did question D. DeMeno's comment regarding parking spaces and whether the requirement has been met. An exhibit will be provided with a revised plan prior to the next Planning Commission meeting showing compliance. P. McNemar noted that there is a possibility to connect the residents of the Green Hills Community to the businesses along Tilghman Street provided the applicant allow a path to be built connecting the two areas through his property. The applicant entertained the idea and is willing to have a conversation with the Township however he noted his concerns with liability and insurance.

No motions were made on the plan. Members of the public noted their support of the possible pedestrian connection that was discussed and would like to see that move forward if at all possible.

C. #2313 Members 1st Federal Credit Union, Preliminary/Final Subdivision & Land Development Plan, the project proposes the subdivision of the 7-acre corner parcel, located at 1431 Nursery Street into two parcels: Parcel B, 6 acres & Parcel C, 1 acre. Additionally, it proposes construction of a 3,000+/- square foot bank located on Parcel C. The project is located within the Township's NC Neighborhood Commercial Zoning District;

D. Martocci explained the proposed plan and noted that no zoning issues exist on the revised plan; D. DeMeno confirmed this. D. Alban explained that the applicant has requested waivers which all are appropriate, and Staff sees no issue with them. He further explained that one waiver is to have a tiered retaining wall within the 20ft General Utility Easement to the south of the property along Route 100. The only utility that exists within this easement are overhead power lines owned by PP&L. The applicant has

provided a statement from PP&L that they have no issue with a wall being placed within the easement. D. Alban also suggested to have a note placed on the plan stating that if the Township needs to access the easement for any utility work and the wall is damaged, the Township is not responsible for the costs to repair it; the applicant agreed.

P. McNemar made a motion to recommend to the Board of Supervisors grant approval of the following waiver requests based off comments found in a comment letter from the Township Engineer, Dave Alban, dated August 16, 2021:

- 1. Waiver Request #1 from Section 22-503.1: to allow the applicant to submit the plan as a combined Preliminary/Final Subdivision & Land Development Plan.**
- 2. Waiver Request #2 from Section 22-703.3.D(3): to allow the applicant to have a minimum driveway radius of 12' and 15' instead of the required 20'.**
- 3. Waiver Request #5 from Section 22-708.2.A: to allow the applicant to have a retaining wall within the existing 20-foot general utility easement.**

C. Walls seconded the motion and approved 7-0.

P. McNemar made a motion to recommend to the Board of Supervisors grant approval of the following deferrals based off comments found in a comment letter from the Township Engineer, Dave Alban, dated August 16, 2021:

- 1. A deferral on request #3 from Section 22-704.9: to allow the applicant to install sidewalks along PA Route 100 at a later date.**
- 2. A deferral on request #4 from Section 22-704.9: to allow the applicant to install curbing along PA Route 100 at a later date.**

K. Snelling seconded the motion and approved 7-0. There was no public comment on neither the waiver nor deferrals.

P. McNemar made a motion to recommend to the Board of Supervisors grant approval of the Preliminary/Final Subdivision & Land Development Plan based on the following conditions:

- 1. The applicant shall address all questions, comments, concerns, or conditions listed in the Upper Macungie Township Planning Commission memo from John Toner, Planning & Zoning Specialist, dated August 16, 2021.**
- 2. The applicant shall address all questions, comments, concerns, or conditions listed in the Engineering Report from Dave Alban, P.E., Keystone Consulting Engineers, dated August 16, 2021.**

The motion was seconded by M. Werst and approved 7-0. There was no public comment.

D. #2303 7312 Windsor Drive Warehouse, Preliminary Land Development, 7312 Windsor Drive, the project proposes to construct a +/- 90,664 square foot warehouse/office building with associated parking, stormwater management areas, and other site improvements. The project is located within the Township's LI – Light Industrial Zoning District;

D. Martocci explained the proposed plan. The applicant's engineer acknowledged the Township Staff and Engineer reports noting that they will comply with all comments. D. Alban expressed concerns with the

island portrayed at the access drives and asked whether the applicant would consider one-way movements for tractor trailers; they are willing to investigate both of those requests. It was noted by the Planning Commission and Township Staff that the plan needs an updated LVPC review and any other outstanding 3rd Party Agency Reviews. J. Toner stated that the applicant also needs to investigate the Director of the Bureau of Fire's comments regarding fire hydrants as well.

P. McNemar made a motion to recommend to the Board of Supervisors grant approval to the following waivers based on comments found in a letter from the Township Engineer, Dave Alban, dated August 16, 2021:

- 1. Waiver Request #3 from Section 22-503.1: to allow the applicant to submit the plan as a combine Preliminary/Final Land Development Plan.**
- 2. Waiver Request #4: from Section 22-703.3.C(1): to allow the applicant to have an access width exceeding 50 feet to allow for the required 75-foot radius curb.**

The motion was seconded by A. Miller and approved 7-0.

P. McNemar made a motion to recommend to the Board of Supervisors grant approval to the following deferrals based on comments found in a letter from the Township Engineer, Dave Alban, dated August 16, 2021:

- 1. A deferral on request #1 from Section 22-704.9: to allow the applicant to install sidewalks along Windsor Drive at a later date.**
- 2. A deferral on request #2 from Section 22-704.9: to allow the applicant to install curbing along Windsor Drive at a later date.**

The motion was seconded by K. Snelling and approved 7-0. There was no public comment on neither the waivers nor deferrals.

P. McNemar made a motion to recommend to the Board of Supervisors grant approval to the Preliminary/Final Land Development Plan based on the following conditions:

- 1. The applicant shall address all questions, comments, concerns, or conditions listed in the Upper Macungie Township Planning Commission memo from John Toner, Planning & Zoning Specialist, dated August 16, 2021.**
- 2. The applicant shall address all questions, comments, concerns, or conditions listed in the Engineering Report from Dave Alban, P.E., Keystone Consulting Engineers, dated August 16, 2021.**

The motion was seconded by M. Werst and approved 7-0. There was no public comment.

With no further business, P. McNemar made a motion to adjourn the meeting at 8:50 p.m. The motion was seconded by A. Miller and approved 7-0.