

Lowhill Township

LEHIGH COUNTY, PENNSYLVANIA



BUILDING & ZONING IN LOWHILL TOWNSHIP

Understanding the 2025 Zoning Ordinance & Common Residential Projects

Lowhill Township's recently adopted 2025 Zoning Ordinance strengthens our commitment to protecting property rights while preserving the Township's rural and agricultural character. Whether you are installing a pool, building a shed, or installing a fence, understanding zoning requirements before you begin will save time and expense.

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POOLS • SHEDS • FENCES – What Residents Should Know

Some of the most common zoning inquiries involve pools, accessory structures, and fencing.

SWIMMING POOLS With or Without Decks • SPAS • HOT TUBS

Both above-ground and in-ground pools require zoning approval prior to installation. Requirements generally include:

- Compliance with minimum yard setback requirements
- Required safety fencing and barrier protections (per building code)
- Proper location outside of easements and on-lot sewage areas
- Stormwater considerations where applicable



continued on page 5

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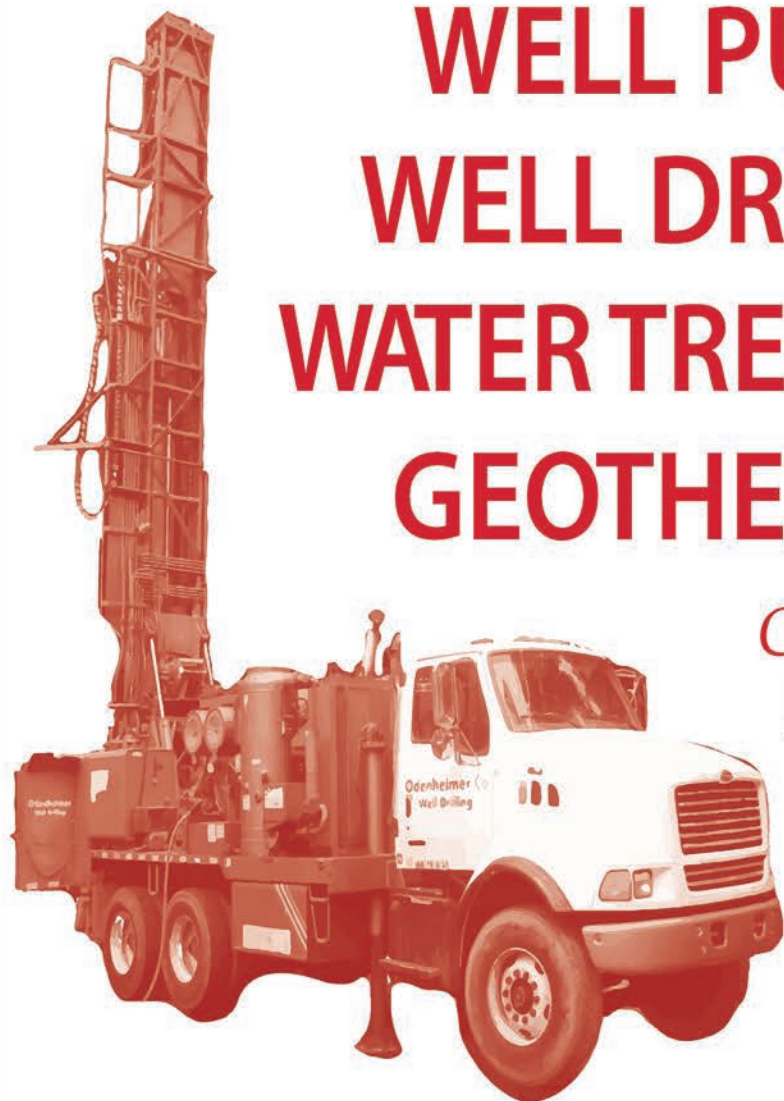
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A Message from the Township Manager – Spring Update



Michael Siegel
Township Manager

“Local government works **best** when it **listens, plans ahead, and never loses sight** of the people it serves. Progress in Lowhill means protecting our farmland, strengthening our neighborhoods, and planning responsibly for the next generation. **Protecting our rural character while delivering modern, responsive local government—this is the promise we work to keep every day.**”

As we welcome the arrival of spring, I am pleased to share an update on several important accomplishments and initiatives completed by Lowhill Township over the past six months. The dedication of our Board of Supervisors, staff, volunteers, and community partners continues to move our Township forward while preserving the rural character that makes Lowhill such a special place to live.

During the winter months, the Township successfully completed significant road maintenance and safety improvements, including resurfacing projects on several local roads, upgraded drainage facilities, and enhanced winter storm response operations. Our Public Works team worked diligently through multiple winter weather events to keep roads safe and passable, while also addressing tree removal and equipment modernization to better serve residents.

We also made meaningful progress in long-range planning. The updated Zoning and Subdivision & Land Development Ordinances were adopted to better guide responsible growth, protect agricultural lands, and provide clearer standards for residents and developers. Work has begun on the long-awaited Act 537 Sewage Facilities Plan update, a critical step in planning for the Township's future infrastructure needs.

Public safety and community identity remained top priorities. During this period the Board of Supervisors formally adopted the new Lowhill Township Seal, a symbol that reflects our agricultural heritage, natural resources, and the character of our rural landscape. The new seal is now being incorporated into Township signage, vehicles, letterhead, and digital communications as a unifying identity for our community. The Township also strengthened coordination with our fire and EMS partners and expanded public information through our newly launched Township website.

Other highlights include improvements to Lehigh County Parks and open space, successful community events, and continued collaboration with Lehigh County on regional transportation and environmental initiatives. Financially, the Township remains on solid footing with careful budgeting and responsible stewardship of public funds.

These accomplishments reflect the collective effort of many individuals who care deeply about Lowhill Township. As we look ahead to the coming months, we will continue focusing on infrastructure, public safety, and transparent communication with our residents.

Thank you for your continued support and involvement in our community. I encourage everyone to stay connected through our website, attend meetings, and share your ideas as we work together to keep Lowhill Township a strong rural community.

Respectfully,

A handwritten signature in black ink that reads "Michael Siegel". The signature is written in a cursive, flowing style.

Michael Siegel
Township Manager
Lowhill Township

★ GENERAL INFORMATION ★

LOWHILL TOWNSHIP

Lowhill Township Municipal Building
7000 Herber Road
New Tripoli, PA 18066
610-298-2641 | www.lowhilltp.org

Office Hours: Monday-Thursday, 7:00 AM to 4:00 PM, Friday: 7:00 AM to 11 AM

Board of Supervisors

Chairperson: Curtis Dietrich

Vice Chair: Michael Divers

Supervisor: John "Jack" Iannantuono

Police, Fire, Ambulance (Emergency): Dial 911

Non-Emergency:

Community Center – 610-437-5252
State Police – 610-395-1438

Regional Emergency Fire/Medical Services:

Cetronia Ambulance – 610-398-0239
Northern Valley EMS – 610-760-9770
Germansville Fire Co. – 610-767-7757
New Tripoli Fire Co. – 610-298-8174
Schnecksville Fire Co. – 610-799-3457
Tri Clover Fire Co. – 610-398-0360
Fogelsville Fire Co. – 610-395-3460

Township Manager/Zoning Officer:

Michael Siegel – 610-298-2641

Secretary: Jill Seymour – 610-298-2641

Road Master: Joe Kalusky – 610-298-2607

Township Tax Collector: Joann Schaffer - 484-268-4623

Township Earned Income Tax Collector:

HA Berkheimer & Associates – 610-599-3139

Township Engineers:

Keystone Consulting Engineers – 610-395-0971
General Engineering – Dave Alban
Sewage Enforcement Officer – Eric Erb

Emergency Management Coordinator:

Jeremy Schaller – 610-298-2641

Township Solicitor:

Tom Dinkelacker, Esq.
Norris McLaughlin

Planning Commission Members:

Stephen Lear – Chairperson
Kevin Bubbenmoyer – Vice Chair
Susan McGorry – Secretary
Richard Dorney
Thomas Zubey
Jeremy Schaller
Eric Orth

Solicitor - Rocco Beltromi, Norris McLaughlin

Zoning Hearing Board Members:

Sally Schoffstall – Chairperson
Harry Yonak – Vice Chair
Glenn Moyer
Michael Sullivan – Alternate
Solicitor - Marc Fisher, Gross McGinly

County Information:

Courthouse – 610-782-3000
Old Courthouse – 610-477-9842
Tax Assessment Office – 610-782-3119
Voter Registration – 610-782-3194
Recorder of Deeds – 610-782-3162
Register of Wills – 610-782-3170

Other:

US Congress, 7th District:
Ryan Mackenzie – 484-781-6000
State Senator, 16th District:
Jarrett Coleman – 484-861-4964
State Representative, 183rd District:
Zach Mako – 610-760-9805
Magisterial District Justice:
Thomas Creighton – 610-767-8641
Northwestern Lehigh School District: 610-298-8661
Lehigh Career & Technical Institute: 610-799-2300
PennDot District 5: 610-871-4100



- Building and zoning permit applications
- The Township fee schedule
- The full 2025 Zoning Ordinance and Zoning district maps
- Frequently Asked Questions (FAQ) for common permits
- Sample diagrams for pools, sheds, decks and fences (located in the Forms section)

Many common questions can be answered directly through the resources available online, helping streamline the review process for everyone.

COMMON ZONING ISSUES

The Township frequently encounters:

- Pools, sheds, decks or fences installed without prior approval
- Structures placed within required setback areas
- Encroachments into easements or septic replacement areas
- Accessory buildings constructed before the principal dwelling

Correcting these issues after installation can require relocation or removal, which can be costly.



SHEDS & ACCESSORY STRUCTURES With or Without Decks and Patios

Accessory structures such as sheds, detached garages, and pole buildings must:

- Meet minimum side and rear yard setbacks
- Comply with maximum height limits
- Remain secondary to the principal structure
- Avoid placement in easements, septic replacement areas, or drainage swales
- Even small pre-manufactured sheds typically require zoning review prior to placement.

FENCES

Fence regulations vary depending on location (front, side, or rear yard) and zoning district. Height limits and visibility clearances near intersections may apply.

SETBACK REQUIREMENTS UNDER THE 2025 ZONING ORDINANCE

Setback requirements vary by zoning district (Agricultural, Rural Residential, Village Center, etc.) and by structure type. Residents should consult the official dimensional requirement tables contained in the 2025 Zoning Ordinance for:

- Front Yard Setbacks
- Side Yard Setbacks
- Rear Yard Setbacks
- Accessory Structure Setbacks

Because each property is unique, reviewing your zoning district requirements before beginning construction is essential.

PLEASE CHECK THE TOWNSHIP WEBSITE FIRST!!!!!!

Before calling the Township Office, residents are encouraged to visit the official Lowhill Township website, where the following information is available:

PLANNING AHEAD SAVES TIME & MONEY

The 2025 Zoning Ordinance was adopted to provide clarity, consistency, and predictability for property owners. By reviewing requirements in advance and submitting proper applications, residents can ensure their projects move forward smoothly while preserving Lowhill Township's rural character. Taking a few minutes to review the Township website before starting a project can prevent delays and unnecessary expense.



HAVE YOU VISITED LOWHILL TOWNSHIP'S NEW WEBSITE YET?

➔ lowhilltwp.org ➔

- ✉ View Agendas & Minutes
- 📄 Download Township Forms & Ordinances
- 📅 Calendar of Meetings & Events
- 📞 Contact Township Staff
- 📍 Maps & Community Resources
- 🔔 Newsletters & Alerts

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Important Notice: Key Lock Box Compliance in Lowhill Township

Lowhill Township has an established **Key Lock Box Ordinance** designed to improve emergency response times and reduce property damage during fires and other emergencies. As the Township continues to prioritize public safety, officials want to remind property owners that many commercial and institutional buildings are currently not in compliance with this long-standing requirement.

What Is a Key Lock Box?

A **Key Lock Box** (often referred to as a Knox Box) is a secure, exterior-mounted lock box that contains building keys or access devices. These boxes can be opened **only by authorized emergency responders**, allowing them to quickly and safely enter a building when occupants are unavailable or unable to provide access.



- Confirm whether your building is required to have a key lock box
- Purchase and install an approved lock box model
- Ensure all keys and access devices inside the box are current and functional

Early compliance can help avoid enforcement actions and ensures your building is prepared in the event of an emergency.

Current Compliance Status

Township staff and emergency services have identified that a **significant number of commercial establishments do not currently have a required key lock box installed**, despite the ordinance being in effect for many years. This lack of access can delay emergency response and may result in forced entry and unnecessary property damage with your business.

Summer 2026 Compliance Inspections

To address this issue, **Lowhill Township will be conducting inspections this summer** to verify compliance with the Key Lock Box Ordinance. These inspections will focus primarily on:

- Commercial and industrial buildings
- Multi-family residential buildings
- Institutional and public-use facilities

Property owners who are not in compliance shall be required to install an approved key lock box within a specified time frame.

What Property Owners Should Do Now

If you own or manage a commercial or multi-unit property in the Township, now is the time to:

Why Compliance Matters

Faster emergency access when seconds matter

- Reduced damage from forced entry
- Improved safety for occupants and first responders
- Compliance with Township public safety regulations

Learn More

For ordinance details, approved lock box specifications, or compliance questions, please contact Lowhill Township or visit the Township website at lowhilltwp.org. Township staff and the local fire department that services your property are available to assist property owners with understanding and meeting these requirements. Please refer to our Township Emergencies Service Map found in our first Winter 2025 newsletter on-line if you are unsure which Fire Company services your property.

By ensuring compliance with the Key Lock Box Ordinance, Lowhill Township is working proactively to protect lives, property, and the emergency responders who serve our community.



Overhanging Tree Limbs & Township Roads

Safety, Clearance Requirements, and Property Owner Responsibilities

Lowhill Township maintains many rural roads that serve residents, farmers, school transportation, emergency responders, and Township maintenance crews. Trees and branches that extend into or over Township roads can create safety hazards and interfere with normal roadway operations. Maintaining proper tree clearance helps keep Township roads safe and passable year-round. To help residents understand their responsibilities, the Township is providing the following explanation of its **existing tree-trimming requirements** related to overhanging limbs.

WHY OVERHANGING LIMBS ARE A SAFETY CONCERN

Overhanging tree limbs can:

- Strike **school buses, fire trucks, snow plows, and farm equipment**
- Reduce visibility at curves, hills, and intersections
- Block traffic signs and sight distances
- Break during storms, creating sudden roadway hazards.

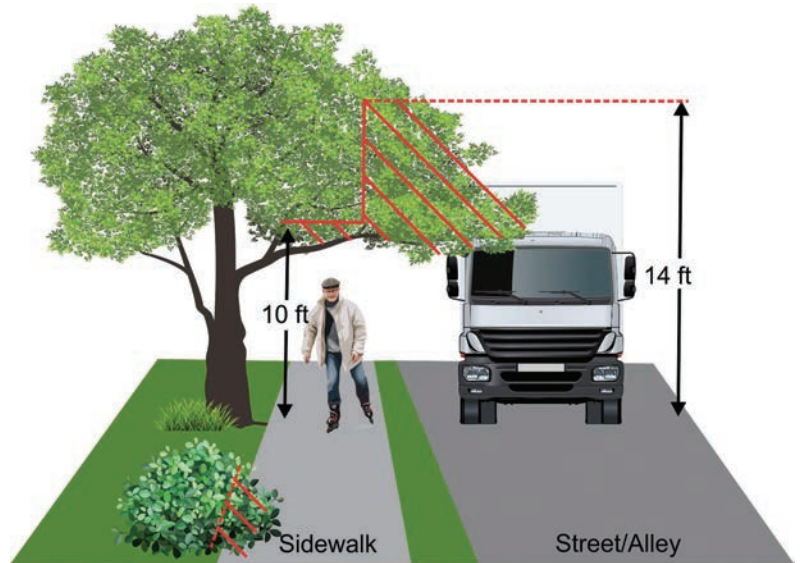
MINIMUM ROADWAY CLEARANCE REQUIREMENT

Under **Lowhill Township Ordinance No. 2007-6, Section 2(A)**, all trees must be kept trimmed so that a **minimum vertical clearance of fourteen (14) feet is maintained wherever branches overhang or project into a public road**. The Township may require greater clearance on certain roads where traffic conditions, emergency access, or roadway design make it necessary.

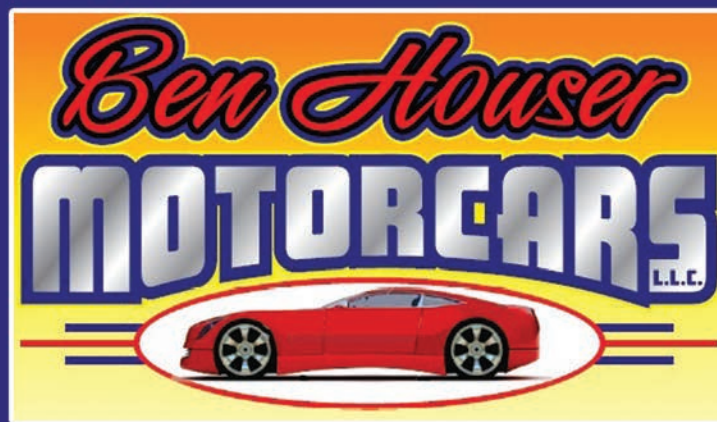
WHAT "TRIM" VS. "NO TRIM" MEANS

TRIM — COMPLIANT

- Branches trimmed to maintain **at least 14 feet of vertical clearance**
- No limbs extending into the traveled cartway or shoulder
- Safe passage for emergency vehicles, buses, snow plows, and farm equipment
- Meets Township ordinance requirements
- **The removal of all dead trees and their limbs which also extend into the existing Township Right-of-Way must be removed by the property owner and will not be removed by Lowhill Township.**



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NO TRIM — CORRECTION REQUIRED

- Branches hanging **below 14 feet** over the roadway
- Limbs extending into the driving surface or blocking visibility
- Increased risk of vehicle damage and emergency access obstruction
- Subject to notice under Township ordinance if not corrected

PROPERTY OWNER RESPONSIBILITY

Under Section 2(B) of the ordinance, property owners are responsible for trimming trees, plants, or shrubs located on their property when branches extend into or over a Township road or right-of-way.



Routine trimming to meet the 14-foot clearance:

- Is considered normal property maintenance
- Does not require Township approval
- Does not require removal of the tree—only trimming where it overhangs the road

AGRICULTURAL ROADS & WOODED PROPERTIES

Lowhill Township recognizes that many Township roads pass through active farmland and wooded areas.

- Normal agricultural activities are not restricted
- The requirement applies to paved, stone, and dirt Township roads
- Trees do not need to be removed—only trimmed to maintain clearance
- Proactive trimming before planting season and winter snow removal is encouraged. The ordinance is intended to ensure safe access, not unnecessary tree cutting.

WHEN THE TOWNSHIP MAY TAKE ACTION

Under **Sections 2(C) and 2(D)**, if a tree is **dead, diseased, rotting, or determined to be a safety concern**, the Township may notify the property owner to trim or remove it. If corrective action is not taken within **30 days of written notice**, the Township may perform the work and recover costs as permitted by law. Emergency conditions may require immediate action.

WORKING TOGETHER FOR SAFE ROADS

Maintaining proper tree clearance protects drivers, emergency responders, school transportation, farm operations, and Township road crews. Lowhill Township appreciates residents' cooperation in helping keep Township roads safe while preserving the community's rural character.

Questions? Residents are encouraged to contact the Township office or refer to our Lowhill Township website at lowhilltp.org for proper guidance regarding roadway tree clearance.



Planning – Act 537 Sewage Facilities Plan Update

Lowhill Township Supervisors and staff are actively planning to maintain and preserve the Township's beautiful rural and exurban character. Following the recent adoption of several major planning initiatives—including the **2022 Multi-Municipal Comprehensive Plan**, the **2025 Township Zoning Ordinance and Zoning Map**, the **2024 Official Map**, and the **2025 Subdivision and Land Development Ordinance**—the next major planning effort will be the update of Lowhill Township's **Act 537 Sewage Facilities Plan**.

This planning document has not been updated since its original adoption in **1966** and must now be revised in response to an order issued by the **PA Department of Environmental Protection (DEP) Northeast Regional Office in March 2025**. The DEP Sewage Facilities Program implements the Pennsylvania Sewage Facilities Act (Act 537) to help municipalities:

- Address existing and future sewage disposal needs,
- Prevent environmental and public health problems, and
- Ensure proper planning, permitting, and design of all sewage facilities.

Additional information about the program is available through the PA DEP Act 537 Sewage Facilities Program.

What the Act 537 Plan Will Evaluate

The updated Act 537 Plan will provide a comprehensive review of existing and future sewage disposal methods in both public and private service areas within the Township. This includes:

- **Evaluation of areas served by on-lot septic systems** to identify any current or future environmental or public health concerns;
- **Assessment of future development potential** and related sewage needs, consistent with the goals and policies of the 2022 Comprehensive Plan and recent zoning updates;
- **Review of potential alternatives** for sewage management, including on-lot system management, community systems, and possible public sewer service areas.

Lowhill Township has partnered with **Keystone Consulting Engineers** to complete this work over the next six to twelve months.

Public Participation Is Essential

Public involvement is a required and critical part of the Act 537 process. Residents and businesses will have multiple opportunities to share concerns and provide input through:

- Mailed surveys to all Township households and businesses, In the coming weeks, you will receive a **SURVEY FORM BY MAIL**. This survey is the primary tool for gathering information about existing septic systems and any issues residents and business owners may be experiencing. Your response will help shape the direction of the plan.
- Surveys may be returned by:
 - Mail to: Attention Keystone Consulting - 5012 Medical Center Circle, Allentown PA 18106
 - Drop-off at the Township Building.
 - Drop-off at Keystone Consulting Engineers to the above address
 - Scan and email to: lowhillact537@kceinc.com



There will also be Public Meetings and workshops and opportunities for written comments throughout the process.

Field Verification

Keystone Consulting Engineers will conduct door-to-door surveys on randomly selected properties to verify data. DEP requires a minimum level of public participation to validate sewage disposal alternatives. The Township strongly encourages full participation—the more information received, the better informed future decisions will be.

Public Meetings & Next Steps

Once the door-to-door survey data is compiled and analyzed, the consultant will present results to the Board of Supervisors in a public forum. Updates will generally occur at regular Board meetings, with Act 537 agenda items posted in advance on the Township website.

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FAQ - Concerning this Act 537 Plan Update

Do I have to complete the survey?

Participation is voluntary, but strongly encouraged. Bear in mind however, PA DEP requires a meaningful level of public participation for the plan to be considered complete for approval. The more residents who respond, the more accurate and fair the plan will be.

What will the information be used for?

Your responses will help the Township and its engineer understand:

- The age and condition of existing septic systems
- Any past or current sewage problems
- Areas where on-lot systems are working well
- Where future sewage planning may be needed

All information will be summarized—individual households will not be singled out in the plan. However survey responses will be included as an appendix in the final Act 537 plan into DEP.

Will this survey force me to connect to public sewer?

No. Completing the survey does not commit you to any future sewer connection. The Act 537 Plan must evaluate many alternatives—including continued use of on-lot systems, improved management programs, community systems, and possible public sewer—but no decision has been made. If an existing on-lot septic system is malfunctioning and in the event of a future public sewer extension to this area connection may be required.

Will my responses be kept confidential?

Yes. Survey data is used for planning purposes only and will be reported in aggregate form to PA DEP. However the survey responses will be included as an appendix in the final Act 537 plan into DEP.

What happens if I don't return the survey?

The Township may have less accurate information about your area, which could affect the alternatives studied. DEP may also require additional outreach if participation is too low. Note that not returning the survey does not preclude a property from being selected at random for a door-to-door field survey.

Can I complete the survey online?

Yes. A fillable PDF and electronic submission option will be available on the Lowhill Township website at <https://lowhilltwp.org/>

Who can I contact with questions?

- Lowhill Township Office:
Michael Siegel, 610-298-2641
- Keystone Consulting Engineers:
Dave Alban, 610-395-0971



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MYTH VS. FACT – Act 537, Sewer Extensions & Costs

MYTH: *The survey means the Township is planning to force public sewer on everyone.*

FACT: The Act 537 Plan is a planning study only. State law requires the Township to evaluate many options—including continued use of on-lot septic systems, improved maintenance programs, community systems, and possible public sewer in limited areas. No decision to extend sewer has been made.

MYTH: *If I complete the survey, I'll be required to connect to sewer later.*

FACT: Returning the survey does not obligate any property owner to connect to public sewer or to make changes to their system. The survey simply helps identify existing conditions and potential concerns. However the survey responses will be included as an appendix in the final Act 537 plan into DEP.

MYTH: *Public sewer is always better than on-lot septic systems.*

FACT: Many on-lot systems function safely for decades when properly maintained. DEP requires the Township to consider the most appropriate and cost-effective solution for each area, which may include keeping on-lot systems with improved management rather than building new sewers.

MYTH: *The Township can extend sewer without public input.*

FACT: Any sewer alternative must go through multiple public meetings, planning commission reviews, and comment periods before adoption. DEP will not approve a plan without documented public participation.

MYTH: *Sewer extensions would be paid entirely by the Township.*

FACT: If any public sewer area were ever proposed, costs are typically shared among users through connection fees, tapping fees, and user rates. The Act 537 process requires that affordability and financial impact be evaluated before any recommendation is made.

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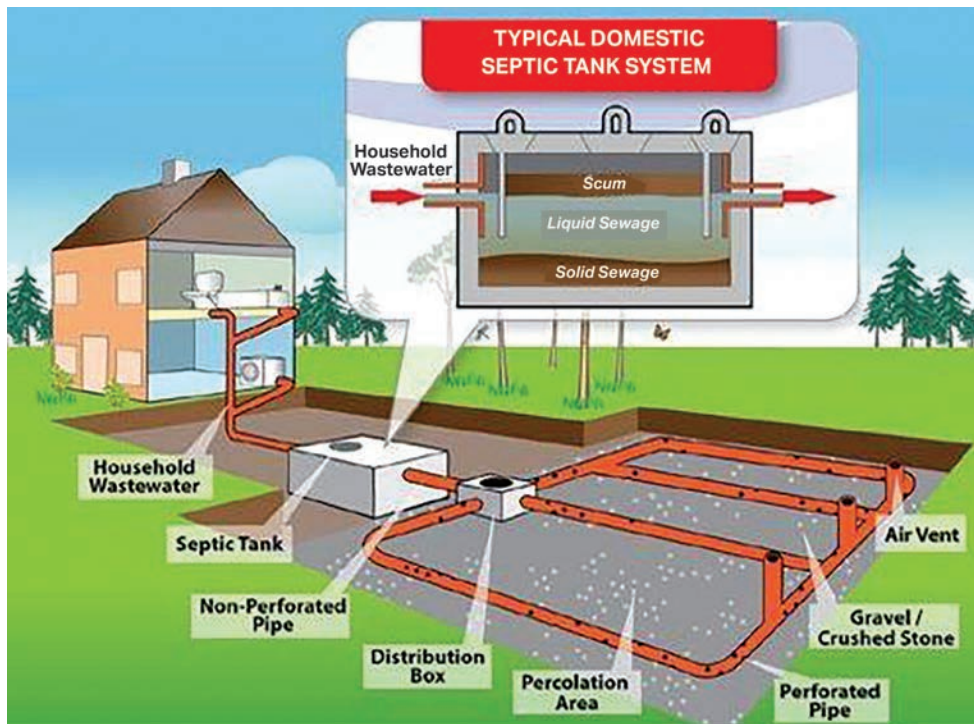
MYTH VS. FACT *continued*

MYTH: *My property value will automatically drop if sewer is discussed.*

FACT: Planning studies do not change zoning, taxes, or property rights. In some areas, properly planned infrastructure can increase options and property value; in others, maintaining on-lot systems remains the best approach.

MYTH: *DEP has already decided what Lowhill must do.*

FACT: DEP has required the Township to update an outdated 1966 plan, but the Township—not DEP—develops the local alternatives based on data, costs, environmental factors, and community input.



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