



CITY OF BETHLEHEM BUREAU OF PLANNING AND ZONING

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April 5, 2024

Hanover Rauch LLC.



RE: **(24-001 Sketch Plan Review) – 24030006 – 312 HANOVER STREET – SKETCH PLAN REVIEW – Ward 10, Zoned RT, plans dated March 12, 2024.**

Dear Sir,

The above-referenced plan has been reviewed by the appropriate City offices. Sketch Plan lacks much of the information necessary for a thorough evaluation and has been reviewed only for general conformance to City of Bethlehem standards to the extent permitted by the limited detail provided. Additional comments will be provided when a more detailed plan is submitted for review.

At this point we offer the following sketch plan comments:

1. Zoning Relief. The Applicant shall submit an Appeal Application for the following relief:
 - a. A Dimensional Variance to reduce the minimum lot width, 90' required, 60' existing; Ref. 1306.01(a)(4).
 - b. A Dimensional Variance to reduce or eliminate the minimum required width of a buffer yard, 8' required, Ref. 1318.23.
 - c. A Dimensional Variance to reduce the minimum aisle width for two-way traffic, 24' required, 22' proposed, Ref. 1319.03(a)(4).
 - d. A parking variance is necessary – 13 spaces are proposed, 14 spaces are required. Section 1319.01(ii).
2. Provide floor plans for the proposed new structure and label each room.
3. Provide elevations for the proposed new structure and indicate building height and label exterior finishes.
4. Indicate what measures shall be employed for tree protection for the adjacent mature tree along the north lot line and in common with the parcel located at 315 Rausch Street.
5. Rausch Street adjacent to the subject parcel is 12' in width, Ref. City of Bethlehem Map, Ward 10, Block 3A-attached. The Applicant shall prove to the satisfaction of the City Engineer that vehicle turning movements can be reasonably accommodated between Rausch Street and the proposed parking lot; see also comments from the Office of the Fire Marshall. The Applicant shall install all traffic controls necessary to allow for the safe passage of vehicles along Rausch Street between Filbert Street and Spring Street.
6. Variance needed for Off-Street Parking Multi-Family Dwelling 1319.01(ii) 13 proposed, 14 spaces required.

7. Variance needed 1319.03(4) Design Standards: The minimum width of aisles providing access to stalls for two-way traffic shall be 24 feet.
8. Variance needed 1306-dimensional Lot width minimum needed 90' and 60' proposed.

PUBLIC WORKS

1. Existing and proposed features, including, but not limited to, utilities, profiles, landscaping, lighting and details shall be shown on separate plans.
2. Existing and proposed lot monuments/iron pins shall be shown.
3. Existing and proposed impervious coverage areas shall be shown. A stormwater fee may be charged for increase in impervious area.
4. In accordance with Ordinance No. 4342, at the time of a request for a building permit or at the execution of the developer's agreement, a sanitary sewer tapping fee of \$2,527 per EDU will need to be paid. The total amount will be determined when a sanitary sewer facilities planning module application is submitted. A cover letter, describing the project, and a utility plan shall be included in the planning module submittal. Please note that building permits cannot be issued until the Planning Module is reviewed and approved by the Pennsylvania Department of Environmental Protection.
5. The following notes are required on the land development plans:
 - a. By submission of these plans the engineer on record certifies that these plans are in complete conformance with the City of Bethlehem Storm Water Management Ordinance.
 - b. In order to maintain continuity between plan revisions, any changes to a previous plan submission shall be flagged with a triangle. Any changes not flagged may be considered not approved. Flagged changes shall be referenced to the appropriate revision date in the revision block.
 - c. Accurate as-built plans shall be kept up to date during the construction process. At the completion of the project record drawings shall be developed from the as-built plans and submitted to the City Engineer's Office. All final drawings shall show North American Datum (NAD) 1983 State Plane Coordinates in feet (Pennsylvania South, FIPS Zone 3702) and the digital file shall be in State Plane Feet Coordinates as applicable. The hard copy of the record drawings shall be in the form of a Mylar copy. The engineer of record shall certify (i.e., P.E. stamped and signed) that the record drawings comply substantially with the approved plan and that they conform to industry standards. All digital files shall reside on USB flash drive containing the digital representation of the final plan as presented on the twenty-four (24) inches by thirty-six (36) inch sheets. The digital map shall be AutoCAD compatible. All layers included in the digital maps shall be the standardized layers prepared and utilized by the City of Bethlehem to ensure compatibility with the City's existing CAD standards and as described in Appendix A of the City's Subdivision and Land Development Ordinance.
 - d. Prior to any work within the Right-of-Way, permits must be obtained from City Engineering Office.
6. This Site Plan lacks much of the information necessary for a thorough engineering evaluation and has been reviewed only for general conformance to City of Bethlehem standards to the extent permitted by the limited detail provided. Additional comments will be provided when a more detailed plan is submitted for review.

Public Works- Electrical

1. Submit a lighting plan for the parking lot, entrances to the structure and stair ways.

Public Works - Traffic

1. At the submission of the Preliminary/Final Land Development Plan, provide traffic counts, as per the 9th Edition of the ITE Trip Generation Manual.
2. At the submission of the Preliminary/Final Land Development Plan, if a traffic study is required, then provide an escrow fee in the amount of \$2,500; Ref. Resolution No. 14,589, adopted April 5, 2005.

Public Works- Forestry

1. Please submit a landscape plan with included calculations.

RECYCLING

1. The plans do not provide any details on how the property owner will maintain trash and recycling services for the apartment units. Provide specific details such as location of where trash and recycling materials will be stored and/or collected the type of container(s), the number of containers and the frequency of service for both trash and recycling materials.

FIRE

The City of Bethlehem Fire Department currently enforces the 2018 Edition of the International Fire Code in its entirety including Appendices, with local amendments, as adopted in Article 1501 of the Codified Ordinances of the City of Bethlehem, Ordinance 2022-15.

A condensed version of Article 1501/Ordinance 2022-15 listing the common items that affect Land Development Projects is attached at the end of this document for reference. For a copy of the full ordinance please visit: <https://www.bethlehem-pa.gov/CityOfBethlehem/media/BFDMedia/Fire-Code.pdf>

1. The architect/engineer must confirm Fire Department vehicles have the required turning space to access all areas. (Please contact us for turning radius information for our vehicles) Submit a turning plan drawing indicating access to the rear parking lot.
2. The architect/engineer must confirm Fire Department apparatus will be able to drive on all road surfaces without contacting the driving surface. Check angles of approach and departure to confirm the front or rear apparatus bumpers will not contact the driving surface. Also confirm the middle of the truck will not contact the driving surface of humps or crowns such as on speed bumps. (Refer to International Fire Code, 2018 ed., Section 503 and Appendix D for additional information. Contact us for detailed vehicle information.)

Please contact the City of Bethlehem Fire Department office at 610-865-7143, or email Fire Marshal Craig Baer (cbaer@bethlehem-pa.gov) or Chief Fire Inspector Michael Reich (mreich@bethlehem-pa.gov) with any questions, referenced Fire Code requirements or to obtain any documents required to complete the submittal for review.

Zoning

1. Indicate height and provide construction details of the proposed retaining wall.
2. Provide the location and indicate the number of bicycle racks on the Site Plan, provide the distance from bike rack to a building entrance wall of structures.
3. Provide a note on the record plan, "The current landowner shall be responsible to ensure that the hitch, rack or locker continues to be available and is well maintained and is replaced if damaged or removed. If the hitch, rack or locker is within a street Right of Way, a City encroachment permit shall be required."

4. Site Data does not specify the “Required” section of the Zoning Ordinance. Specify required, existing, and proposed. Site Data shall also include yard setbacks.
5. Provide a photometrics plan for the parking lot and other exterior lighting Ref. 1318.25

GENERAL

1. Environment Advisory Council (EAC) comments will be included at the time of submission of Preliminary/Final Land Development.
2. Lehigh and Northampton Transportation Authority (LANTA) comments will be included at the time of submission of Preliminary/Final Land Development Plans.
3. The project should generally comply with the goals and objectives of the City’s Climate Action Plan for new development, including energy efficient construction, provisions for safe walking and biking, green development and other various provisions.

This sketch plan will be placed on the April 11, 2024 Planning Commission meeting agenda. Please let us know who will be attending in person to present the proposal.

Sincerely,



Darlene L. Heller, AICP
Director of Planning and Zoning

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|----|-------------------|--------------------|
| C. | Basel Yandem | John Lee, RA |
| | Emanuel Machado | Phillips & Donovan |
| | Geoffrey Karanja | Architects, LLC |
| | Mike Reich | |
| | Olivia Teel | |
| | Mike Halbfoerster | |
| | Robert Taylor | |
| | Greg Cryder | |