



CITY OF BETHLEHEM

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

BUREAU OF PLANNING AND ZONING

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October 7, 2025

Samantha Fenstermaker
Terraform Engineering, LLC
1 East Broad Street, Suite 330
Bethlehem, PA 18018

RE: **(25-010 Sketch Plan Review) – 25090008 – 321 WYANDOTTE STREET (aka 335-345 SHAWNEE STREET) – SKETCH PLAN REVIEW – Ward 2, Zoned CB, Survey Plans dated August 29, 2025.**

Dear Ms. Fenstermaker,

The above-referenced plan has been reviewed by the appropriate City offices. A 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.

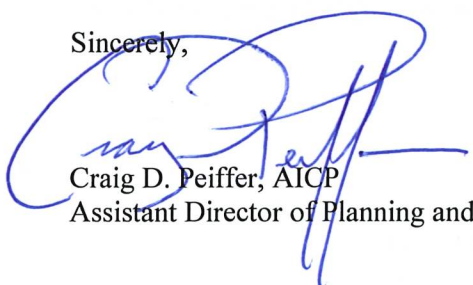
At this point we offer the following sketch plan comments:

1. Applicant shall coordinate sanitary sewer replacement and new manhole with the City's Bureau of Engineering.
2. Applicants shall coordinate suggested partial street vacation for Hastings Street with the City's Department of Public Works / Bureau of Engineering. If vacation is approved, then the street vacation shall be included in the Developer's Agreement and completed prior to the release of final security.
3. Applicant shall continue to review the Cathedral Church of the Nativity's overall master plan with the City.

Additional comments to be addressed at the Land Development Plan review stage are attached.

This plan will be placed on October 9, 2025, Planning Commission Agenda. Please let us know who will be attending in person. As a sketch plan submission, no formal action is required from the Planning Commission, but since this plan qualifies for Site Plan review, Ref. 1322.02(a)(1), then they may make recommendations to the Zoning Hearing Board, as applicable, regarding the plan.

Sincerely,



Craig D. Peiffer, AICP
Assistant Director of Planning and Zoning

C. Basel Yandem
Adam Herbold
Cathy Fletcher
David Taylor

Craig Baer
Ryan Knause
Olivia Teel

Robert Taylor
Greg Cryder
Mike Halbfoerster

Lee Snyder, Cathedral Church
of the Nativity

Enclosures

Additional Comments Related to the Overall Land Development

PUBLIC WORKS

Stormwater Engineering

1. A stormwater management report shall be submitted to the City and LVPC if there is greater than 10,000 SF of new impervious coverage. A copy of the LVPC review letter shall be submitted if this is required.

Miscellaneous Engineering

1. Add a sheet index.
2. Existing and proposed impervious coverage areas shall be shown. A stormwater fee may be charged for increase in impervious area per Article 925 of the City's codified ordinance.
3. Per Article 909 of the City's codified ordinance the 3' wide sidewalk shall be extended along the whole frontage of Shawnee Street.
4. Provide verification that the relevant sections of the Hastings Street right-of-way have been acquired and added to the property deed.
5. Provide a copy of the 20'x30' grading easement along Hastings Street.
6. Provide a legal description of the 842 SF section of Shawnee Street to be dedicated to the City. The applicant shall execute a dedication agreement with the City Solicitor's office to formalize this arrangement.
7. Add location of survey Benchmark.
8. Add PA 1 Call number for design work.
9. Provide dimensions for the driveway. A copy of the City standard driveway and sidewalk detail shall be included on the final plan set.
10. 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 PC compatible USB drive containing the digital representation of the final plan as presented on the twenty-four (24) inch 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 shall be obtained from the City's Engineering Office.

Electrical

1. Additional comments may be provided under separate cover.

Traffic

1. Trip generation calculations shall be submitted for the plan, so that it can be determined if a traffic study is required per the City's Subdivision and Land Development Ordinance, Section 1347.14.

Forestry

1. Submit a landscape plan with requirement calculations.

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. All 'Fire Lanes' or "Fire Department Access Roads" must be identified and properly marked (Refer to International Fire Code, 2018 ed., Section 503 and Appendix D for additional information. Locations for signs and markings can be determined as the project progresses).
 - a. This comment may or may not apply based on Land Development Submittal, the extent of vacation of Hastings Street and the final design for the connection of the parking lot to Shawnee Street at the Hastings Street intersection.
2. The following drawings are required to be submitted for Fire Department Review of Land Development Plans:
 - a. Utility plan including water supply showing fire hydrants on or near the property.
 - b. Site Plan
 - c. Grading Plan
3. Additional drawings may be required based on the individual project.

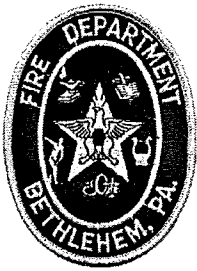
Please contact the City of Bethlehem Fire Department office at 610-865-7143 and request Fire Marshal Craig Baer (cbaer@bethlehem-pa.gov) or Chief Fire Inspector Lucas Fuller (lfuller@bethlehem-pa.gov) with any questions, referenced Fire Code requirements or to obtain any documents required to complete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

ZONING

1. The proposed 28 parking spot on the main lot requires two parking lot trees complying with ZO § 1319.02(j)(2) and (3).
2. The 20' wide access lane travelling East to West and generally parallel to Hastings Street, should be clearly indicated as one-way travel. [ZO §1319.03(a)(3)].

GENERAL

1. Applicant shall submit an opinion of probable cost estimate for the City's review, approval and subsequent inclusion in the Developer's agreement
2. Applicants should consider green stormwater design and features referenced in SALDO 1349.08(C). Applicant shall coordinate parking lot plantings with the City Forester.
3. Applicants should consider new parking lot lights referenced in SALDO 1349.21(C). Applicants shall coordinate final fixture selections with the City Electrician.
4. 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.



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BILL NO. 15-2022

ORDINANCE NO. 2022-15

AN ORDINANCE OF THE CITY OF BETHLEHEM,
COUNTIES OF LEHIGH AND NORTHAMPTON,
COMMONWEALTH OF PENNSYLVANIA, AMENDING
ARTICLE 1501 OF THE CODIFIED ORDINANCES OF
THE CITY OF BETHLEHEM TITLED
FIRE SAFETY AND CODE ENFORCEMENT INSPECTION FEES

THE COUNCIL OF THE CITY OF BETHLEHEM HEREBY ORDAINS AS FOLLOWS:

SECTION 1. That Article 1501 of the Codified Ordinances of the City of Bethlehem, titled "Fire Safety and Code Enforcement Inspection Fees" as presently enacted is hereby restated and re-enacted as follows:

ARTICLE 1501

FIRE SAFETY AND CODE ENFORCEMENT INSPECTION FEES

1501.01	Authority
1501.02	Permits Required
1501.03	Inspection
1501.04	Adoption
1501.05	Modifications to 2018 International Fire Code

CROSS-REFERENCES

2018 International Fire Code - International Code Council
Article 150 of the Codified Ordinances of the City of Bethlehem - Codes Board of Appeals
Article 746 of the Codified Ordinances of the City of Bethlehem - Consumer Fireworks
DOT 49 CFR Parts 100-185 - United States Department of Transportation regulations
Optional Third Class City Charter Law Act of July 15, 1957, P.L. 901, as amended
Pennsylvania Uniform Construction Code 34 Pa.Code § 403

1501.01 AUTHORITY.

The City of Bethlehem Fire Department, Bureau of Inspections is hereby charged with the enforcement of this Article.

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1501.02 PERMITS REQUIRED.

Permits required by the International Fire Code (current edition) shall be obtained from the Fire Code Official. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the Fire Code Official.

A fee for each permit shall be paid in accordance with the fee schedule as is set forth by resolution of Council of the City of Bethlehem, Pennsylvania.

1501.04 ADOPTION

The 2018 International Fire Code (hereafter "IFC") published by the International Code Council, which is part of the Pennsylvania Uniform Construction Code pursuant to 34 Pa.Code § 403.21(a)(8), is hereby adopted in its entirety and made part of this Article subject to the modifications implemented hereinafter and/or by subsequent ordinance(s) of the City of Bethlehem (~~strikeouts~~ identify proposed deletions and underlined text identify proposed insertions to the 2018 IFC).

101.1 Title These regulations shall be known as the *FIRE CODE* of The City of Bethlehem, hereinafter referred to as "this code".

101.2.1 Appendices B, C, D, E, F, H, I, L, are adopted as part of this code.

1501.05 MODIFICATIONS TO 2018 INTERNATIONAL FIRE CODE.

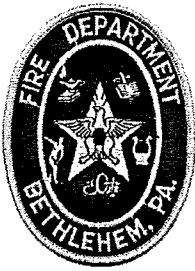
(b) § 105.6.15 of the IFC shall be amended to read as follows:

105.6.15 Fire hydrants and valves. Approval from the Bethlehem Water Authority or its designee is required to use or operate fire hydrants or valves intended for fire suppression purposes which are installed on water systems and accessible to a fire apparatus access road that is open to or generally used by the public.

Exception: A permit is not required for authorized employees of the Bethlehem Water Authority or its designee that supplies the system or the fire department to use or operate fire hydrants or valves.

(d) § 105.6.39 of the IFC shall be amended to read as follows:

105.6.39 Private fire hydrants. Approval from the Bethlehem Water Authority and the Fire Code Official is required for the removal from service of private fire hydrants.



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Exception: Approval from the Bethlehem Water Authority and the Fire Code Official is not required for private industry with trained maintenance personnel, private fire brigade or fire departments to maintain, test and use private hydrants.

(g) § 105.7.19 of the IFC shall be amended to read as follows:

105.7.19 Private Fire Hydrants. A construction permit is required for the removal or modification of private fire hydrants. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

(k) § 109.1 of the IFC shall be amended to read as follows:

109.1 Board of appeals established. In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, the Board of Appeal identified in Article 150 of the Codified Ordinances of the City of Bethlehem and/or occasionally known as the "Codes Board of Appeals" shall have exclusive jurisdiction, subject to any right of further appeal therefrom.

(m) The definition of the term "approved" found in IFC § 202 relating to General Definitions shall be amended to read as follows:

Approved. Acceptable to the fire code official, as evidenced by his/her written approval.

(o) The definition of the term "fire code official" found in IFC § 202 relating to General Definitions shall be amended to read as follows:

FIRE CODE OFFICIAL. The fire chief or other designated authority, including the Fire Marshal of the City of Bethlehem, charged with the administration and enforcement of the code, or a duly authorized representative. The terms "Fire Marshal of the City of Bethlehem" and "Fire Code Official" shall be interchangeable in this and any other ordinance or resolution of the City of Bethlehem.

(z) Add the following subsection to the IFC:

505.1.1 Only addresses approved and verified by the Department of Public Works Bureau of Engineering will be acceptable.

(aa) § 507.3 of the IFC shall be amended to read as follows:

507.3 Fire flow. Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method determined by Department of Water and Sewer Resources.

507.3.1 Fire flow testing. The fire code official, Department of Water and Sewer Resources or its designees shall be notified prior to conducting fire flow testing. Fire flow tests shall be witnessed by

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the fire code official, Department of Water and Sewer Resources or its designees and approved documentation of the test and results shall be provided to the Department of Water and Sewer Resources.

(bb) §507.4 of the IFC shall be amended to read as follows:

507.4 Water supply test. The fire code official and Department of Water and Sewer Resources or its designees shall be notified prior to the water supply test. Water supply tests shall be witnessed by the fire code official and Department of Water and Sewer Resources or its designees or approved documentation of the test shall be provided to Department of Water and Sewer Resources prior to final approval of the water supply system.

507.4.1 The property owner is responsible for installation and maintenance of water supply for construction projects until the water system is accepted/approved by the Department of Water and Sewer Resources, and responsibility for the system is formally turned over to the Department of Water and Sewer Resources.

(cc) § 507.5.1 of the IFC shall be amended to read as follows:

507.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official and the Department of Water and Sewer Resources

Exceptions:

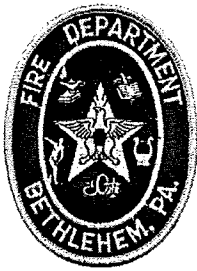
1. For Group R-3 and Group U occupancies, the distance requirement shall not be greater than 500 feet (152.4 m).

2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall not be greater than 500 feet (152.4 m).

(dd) Insert 901.6.3.2, 901.6.3.2.1, 901.6.3.2.2

901.6.3 Records. Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be provided by the company performing the inspection(s) to the Office of the Fire Marshal, unless an alternate designee is specified by Resolution approved by the City Council of the City of Bethlehem.

Insert 901.6.3.2.1 Records shall be provided per City of Bethlehem Resolutions 2018-214 and 2018-222



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Insert 901.6.3.2.2 Records shall be provided within 30 days of the date of inspection, testing, or maintenance

(ee) § 903.4.2 of the IFC is deleted in its entirety and replaced with the following:

903.4.2 Alarms. Approved audible devices shall be connected to every automatic sprinkler system. Such sprinkler waterflow alarm devices shall be activated by waterflow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system. In automatic sprinkler systems where multiple sprinkler risers are required, and the risers are located in separate areas within the building, an outside visible alarm notification appliance shall be required for each riser. Such appliance shall be a white strobe (minimum 95 candela strobe rating) placed in an approved location on the exterior wall, as close as practicable, to each sprinkler riser. The strobe will activate when the water flow alarm for its respective riser is activated.

(ff) The following subsection is added:

905.3.9. Large Area Buildings: The City requires Class I standpipes to access any portion of a building's interior which is more than 250 feet from the nearest approved point of fire department access or the nearest Class I standpipe connection. This distance shall be measured along a path of travel where fire hose can be deployed for fire suppression activities.

(gg) 905.4.1 Shall be modified to read:

905.4.1 In every required interior exit stairway, a hose connection shall be provided for each story above and below grade plane. Hose connections shall be located at an intermediate landing between stories, when present, unless otherwise approved by the fire code official

(hh) § 906.1 of the IFC shall be amended to read as follows:

906.1 Where required, portable fire extinguishers shall be installed in the following locations.

1. In new and existing Group A, B, E, F, H, I, M, R-1, R-2, R-4 and S occupancies without exception.



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