



# CITY OF BETHLEHEM

BUREAU OF PLANNING AND ZONING

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

Phone: 610-865-7094  
Fax: 610-865-7330  
TDD: 610-865-7086

November 5, 2025

Joseph Rentko  
Black Forest Engineering, LLC  
[REDACTED]

RE: **(24-008 LD) – 24110002 – 330 East Fourth Street – LAND DEVELOPMENT PLAN – Ward 3, Zoned CL, Plans dated June 13, 2024, last revised September 30, 2025.**

Dear Mr. Rentko,

The above-referenced plan has been reviewed by the appropriate City offices. We offer the following comments:

## **PUBLIC WORKS**

### **Stormwater Engineering**

1. Modify the location for the PVC pipe, as the storm roof leaders may not pass through the sidewalk and curb.

### **Sanitary Engineering**

1. In accordance with Ordinance No. 4342, at the time of execution of the developer's agreement, a sanitary sewer tapping fee of \$6,225.27 will need to be paid.
  - a. The sewer planning exemption application has been accepted by PADEP.

### **Miscellaneous Engineering**

1. Include the cost of barrier plantings and lighting on the final cost estimate.
2. The City standard driveway details provided to the developer's engineer via email shall be included on the final plan set.

### **Forestry**

1. Provide a variety of plantings for the buffer yard; Ref. 1349.08(c)-previous SALDO, or 1349.19(E)-newly adopted SALDO.
2. The City Forester is amenable to receiving a payment in lieu of planting street trees. See also General Note 1.

### **FIRE**

1. Indicate the proposed building height. All buildings 30 feet or greater in height must have 26 foot wide, minimum, access road(s) and must accommodate a fire apparatus weighing 84,000lbs. (Refer to International Fire Code, 2018 ed., Section 503 and Appendix D for additional information). At least one of the required access roads meeting this condition shall be located within a minimum of 15 feet (4572 mm) and a maximum of 30 feet (9144 mm) from the building and shall be positioned

parallel to one entire side of the building (Refer to International Fire Code, 2018 ed., Section 503 and Appendix D for additional information). D105.4 Obstructions. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions may be permitted to be placed with the approval of the fire code official.

- a. A dimensioned elevation drawing was not provided with the submittal.

## **ZONING**

1. Sheet 1 of 7, Record Plan, the Principal Use is Multi-Family (4 Residential Units) with additional required Principal Commercial space on first floor.
  - a. Zoning Ordinance table 1306.01(b), row 2.a) [page 51] requires “Allowed Residential Uses” meet the dimensional requirements of the RT District (multi-family provisions), except that the maximum height listed for this CL District shall apply. The dimensional requirements (other than ‘height’) enumerated in the Zoning Data Table shall correspondence to those appearing in the Zoning Ordinance Table 1306.01(a)4, Multi-Family Dwelling (More than 2-1/2 Stories). [page 48]
2. Sheet 1 of 7, Record Plan, Zoning Data, place an asterisk next to the Proposed column and either below the table or as a note include, “At its April 23, 2025 Hearing, with Written Decision dated June 6, 2025, the Zoning Hearing Board granted Dimensional Variances for minimum lot area, minimum lot width, minimum front yard setback and minimum side yard setback.
3. Sheet 1 of 7, Record Plan, Parking Requirement, place a double asterisk next to Commercial Use (Flex) and add a note, “At its April 23, 2025 Hearing, with Written Decision dated June 6, 2025, the Zoning Hearing Board granted a Special Exception to reduce the minimum required off-street parking. See Record Notes #21.”
4. Sheet 1 of 7, Record Plan, Record Notes, Add Note #21: Per the June 6, 2025 written decision of the Zoning Hearing Board, condition 2: The commercial space is approved to be utilized for retail use if that Applicant provides proof to the City Zoning Officer that it acquired a lease for the number of parking spaces by which the required parking for the retail use exceeds two (2). (That calculation is based upon six (6) of the spaces being dedicated to residential space and thus only two (2) spaces remaining for the commercial use.) If the use is not retail and requires six (6) or fewer spaces as determined by the Zoning Officer, the same condition for demonstrating the appropriate number of lease spaces will apply. If the use is not retail and is a use that requires more spaces than the number of spaces that would be required for retail use of the space, then Applicant must return to the Board to determine whether that use is permitted to occupy the space and what further accommodations as to parking may be required.
5. Sheet 3 of 7, Lighting and Landscape Plan, along the rear lot line (E Morton Street), provide a mostly solid fence, architectural wall or evergreen planting at least four feet in height; Ref. 1319.03(h).
6. Sheet 7 of 7, Details, Dumpster Enclosure, it is recommended that the height not exceed 6’.

## **GENERAL**

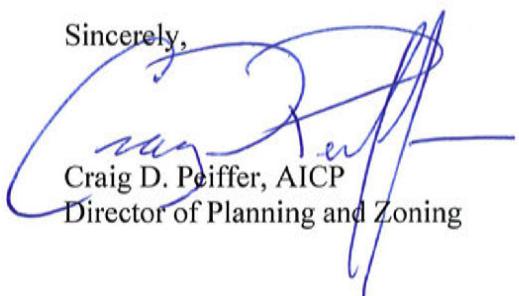
1. A Street Tree Fee of \$1,000 for two trees shall be paid at the time of execution of the developer’s agreement. See also General Note #10.
2. A Recreation Fee of \$7,955 shall be paid at the time of execution of the developer’s agreement.
3. Sheet 1 of 7, Record Plan, add a note stating, “Per Resolution 2024-222, the Applicant was granted a Certificate of Appropriateness (COA) for demolition.”
  - a. Applicant is required to submit an application for COA for building design.
4. Sheet 1 of 7, Record Plan, Plan Intent states, 1,800 SF of First Floor Commercial Space; whereas the site plan building footprint dimensions total 1,767.5 SF (35’ x 50’-6”) and the architectural plan building footprint dimensions total 1,837.5 SF (35’ x 52’-6”). Verify the correct dimensions and modify the statement of intent.
5. Sheet 1 of 7, Record Plan, Record Notes, Note #13, update this note to include the number of

dwelling units and the DEP Code #.

6. Sheet 1 of 7, Record Plan, Planning Commission Approval, change Planning Director to Secretary.
7. Sheet 1 of 7, Record Plan, Signature Blocks, add a block for Surveyor, or modify the Engineer's Certification to include both licensed engineer and licensed surveyor.
8. Sheet 3 of 7, Lighting and Landscape Plan, Required Landscaping, Street Trees, 4<sup>th</sup> Street, correct 1 required to 2 required.
9. Sheet 3 of 7, Lighting and Landscape Plan, Plant List: Buffer Plants, Quantity, correct 102 to 4.
10. Sheet 3 of 7, Lighting and Landscape Plan, indicate the number of existing trees to be removed that meet the criteria found within Article 1318.28 Tree Conservation, and either provide for their replacement or increase the payment from General Note #1 (\$500 per tree).
11. The landscaping plan does not include foundation plantings, whereas it is recommended that foundation plantings be added to the front of the building.
12. Denote the type of vegetative ground cover proposed for non-paved or built areas. The use of hardscape, such as gravel or rock, should only be used where it is deemed to be necessary to control stormwater, and only then to the extent necessary. Grade shall be sloped away from the building footprint to permit required foundation plantings.

**This plan will be placed on the November 13, 2025, Planning Commission Agenda.**

Sincerely,



*Craig D. Peiffer*

Craig D. Peiffer, AICP

Director of Planning and Zoning

C. Basel Yandem  
Adam Herbold  
Cathy Fletcher  
David Taylor

Robert Taylor  
Greg Cryder  
Mike Halbfoerster

Craig Baer  
Ryan Knause  
Olivia Teel

Nicholas Youssef



# CITY OF BETHLEHEM

Department of Fire  
Office of the Fire Marshal

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

[www.bethlehem-pa.gov/fire](http://www.bethlehem-pa.gov/fire)  
Phone: 610 865-7140  
Fax: 610 997-5746  
TDD: 610 865-7143  
FIREPREVENTION@BETHLEHEM-PA.GOV

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.



# CITY OF BETHLEHEM

Department of Fire  
Office of the Fire Marshal

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

[www.bethlehem-pa.gov/fire](http://www.bethlehem-pa.gov/fire)

Phone: 610 865-7140

Fax: 610 997-5746

TDD: 610 865-7143

[FIREPREVENTION@BETHLEHEM-PA.GOV](mailto:FIREPREVENTION@BETHLEHEM-PA.GOV)

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

## 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:



# CITY OF BETHLEHEM

Department of Fire  
Office of the Fire Marshal

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

[www.bethlehem-pa.gov/fire](http://www.bethlehem-pa.gov/fire)  
Phone: 610 865-7140  
Fax: 610 997-5746  
TDD: 610 865-7143  
FIREPREVENTION@BETHLEHEM-PA.GOV

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.

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.

**Bethlehem Fire Department**



# CITY OF BETHLEHEM

Department of Fire

Office of the Fire Marshal

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

[www.bethlehem-pa.gov/fire](http://www.bethlehem-pa.gov/fire)

Phone: 610 865-7140

Fax: 610 997-5746

TDD: 610 865-7143

FIREPREVENTION@BETHLEHEM-PA.GOV

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 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.



# CITY OF BETHLEHEM

Department of Fire  
Office of the Fire Marshal

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

[www.bethlehem-pa.gov/fire](http://www.bethlehem-pa.gov/fire)

Phone: 610 865-7140

Fax: 610 997-5746

TDD: 610 865-7143

[FIREPVENTION@BETHLEHEM-PA.GOV](mailto:FIREPVENTION@BETHLEHEM-PA.GOV)

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

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.