

CITY OF BETHLEHEM

DEPARTMENT OF PUBLIC WORKS – BUREAU OF ENGINEERING INTEROFFICE MEMORANDUM

TO: Cathy Fletcher, Director of Planning & Zoning

FROM: Adam J Herbold, Project Engineer

SUBJECT: Sidewalk & Curbing Deferral Request – (25-003 Minor Land Development)
– 902 E Macada Rd

DATE: November 19, 2025

The property owner is proposing a 9,574 SF expansion to the existing parking lot including lighting and landscape improvements at the above indicated site. We have received a request for a deferral of sidewalk and curbing along E Macada Rd from Drew Nyman, Project Manager with BASE Engineering Inc. on behalf of St. Thomas United Church of Christ dated November 17, 2025.

Currently, no adjacent property on E Macada Rd has existing sidewalk, if sidewalk were to be installed they would serve only this property and would not provide continuity to support pedestrian traffic to other areas at this time. Additionally, E Macada Rd has not yet been expanded to its full cartway width of 34 LF, meaning that roadway widening would be required to set the curbline in its proper location. The scope of these improvements would be excessive given the relatively minor nature of this land development proposal.

In view of the above information, the Department of Public Works supports a deferral of sidewalk along E Macada Rd at this property until such time as deemed necessary by the Department of Public Works.

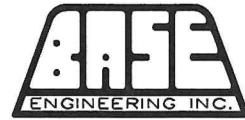
Copies To: M. Alkhal
B. Yandem
C. Peiffer
file

Attachment: BASE Engineering Deferral Letter Dated November 17, 2025.

BASE ENGINEERING INC.

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November 17, 2025

City of Bethlehem
Bureau of Planning and Zoning
10 East Church Street
Bethlehem, PA 18018-6025

Re: Review Letter
902 East Macada Road
Minor Land Development Plan
(25-003 MLD) - 25100015
City of Bethlehem, Ward 14, Zoned RR, Northampton County
BEI # 2025-113

Article 909 Deferral Letter:

The following review comment has been provided by the City of Bethlehem in their 11/14/2025 letter:

“Per Article 909 of the City’s Codified Ordinances, sidewalk, curb, and a driveway apron shall be installed along the entire frontage of E. Macada Rd. Applicant shall obtain a warrant of survey from the City Engineering Bureau to set the curblineline. City standard sidewalk, curb, driveway, and paving details shall be added to the plan. Applicant may request a deferral from these requirements.”

The applicant requests deferral from the requirements listed above, as the project is very minimal with no proposed utilities or structures (just additional parking lot paving, lot paint restriping, minimal grading, and one additional site lighting pole fixture.) The proposed parking lot work is within the rear of the applicant’s property and does not interfere with the frontage of East Macada Road. We request that the deferral be until other adjoining properties along East Macada Road are required of construction of these improvements or when the City deems them necessary.

Please consider the request for deferral and feel free to reach out to our office if you have any questions or wish to discuss further.

Drew Nyman
Project Manager
dnyman@baseeng.com