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To: ["jkemmerling@kingspry.com"](mailto:jkemmerling@kingspry.com)
Subject: 370 11th Avenue
Date: Friday, February 6, 2026 10:03:00 AM
Attachments: [2015-03-10 ZngOffDetermination.pdf](#)
[1982 PlumPermit\(abv Garage\).pdf](#)

Hello,

I do not remember how we left our discussion regarding 370 11th avenue, but I looked at the file again, and my conclusion remains unchanged.

Based on the attached letter (ZO's determination from 2015) and a lack of permits or zoning approvals for a 2 unit residential conversion, as well as a lack of any record of the rental inspections that would have been required, I came to the conclusion that the property only contained a single principal dwelling.

However, county records do indicate the presence of two residences, and there is a 1985 plumbing permit for a full bath above the garage. The current owner had relayed to me that a family member lived above the garage.

Based upon the Plumbing Permit, the lack of legally required rental inspections, Lehigh County records, conversation with the current property owner's family and my predecessor's 2015 determination, I came to the conclusion that the property contained one (1) principal residence and an accessory "Unit for Care of Relative", further defined in the zoning ordinance as:

A dwelling unit that: a) is especially created for and limited to occupancy by a close "relative" of the permanent residents of the principal dwelling unit, b) is necessary to provide needed care and supervision to such relative, and c) meets the requirements for such use in Section 1322.03.

ZO sec 1322.03(bbb) states:

(bbb) Unit for Care of Relative.

(1) See the definition.

(2) The accessory unit shall be occupied by a maximum of two persons, who shall be "relatives" of the permanent residents of the principal dwelling unit. At least one resident of the accessory unit shall need such accommodations because of an illness, old age or disability.

(3) The applicant shall prove to the Zoning Officer that the accessory unit has been designed and constructed so that it can be easily reconvered into part of the principal dwelling unit or is a modular cottage that will be completely removed from the lot after the relative no longer resides within the unit. Such accessory unit may be converted into an additional bedroom(s), permitted home occupation area or similar use. A lawful detached garage may be converted into a Unit for Care of Relative, and then be reconvered to a garage or permitted home occupation area or otherwise function as part of the principal dwelling unit.

(4) The applicant shall establish a legally binding mechanism in a form acceptable to the City that will prohibit the use of the accessory unit as a separate dwelling unit after the relative no longer resides within the unit. Such mechanism shall also be binding upon future owners.

(5) The owner of the property shall be required to annually renew the permit for the use. Such renewal shall be conditioned upon the owner providing a written statement that such relative of the occupants of the principal dwelling unit continues to reside within the accessory unit.

(6) Such accessory unit shall not decrease the residential appearance of a one family dwelling, as viewed from exterior property lines.

(7) Additional parking for the accessory unit is not required if the applicant proves that the resident(s) of the accessory unit will not routinely operate a vehicle.

(8) If the unit is attached to the principal dwelling, there must be an internal doorway that connects the main dwelling unit to the unit for the relative.

(9) There shall only be one entry door facing onto a public street.

The existing unit may or may not conform to the above requirements, I have not personally been on-site; however, those are the standards I would apply.

In cases where an interested party alleges an undocumented (no clear record or CO), non-conforming residence is legal, I direct them to ZHB to appeal my determination.

Kind Regards,



David Taylor
Zoning Officer, City of Bethlehem

[Zoning Map](#)

[Zoning Ordinance](#)

[Permit Applications & Forms](#)