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To: Honorable Members of the Bethlehem Township Board of Commissioners
Doug Bruce, Township Manager
From: Nathan D. Jones, AICP, BCO Director of Planning and Economic Development
Date: April 10th, 2018
Re: Planning, Zoning and Construction Departmental Report

Honorable Members of the Board of Commissioners:

It has been an honor and privilege to serve Bethlehem Township for nearly the last four years. While I am moving on to serve in Lower Macungie Township, I will fondly remember the relationships I have built and the professional opportunities I have experienced here. The decision was difficult and it was not easy to tender my resignation, however I could not in good conscious turn down the opportunity of further professional growth and enrichment in the field of planning.

With my departure in the next several weeks, please do not hesitate to follow up with any issues I can assist with prior to leaving. As I expressed to the township manager, it is of the utmost importance to me that I leave Bethlehem Township in the best transition arrangement possible upon leaving.

Thank you, again, for the opportunity to serve you.

Departmental Activities:

- Coordinating for the planned design and construction of the walking path connecting Madison Farms to the BTCC.
- Managing continued enforcement and coordination with PennDOT for the Easton Avenue Culvert/ Sidewalk repair issue.
- Training new Deputy Zoning Officer on zoning permit procedures and Zoning Hearing Board meeting protocol.
- Continuing to prepare for zoning ordinance modifications with the Planning Commission for uses such as breweries, brewpubs, distilleries, food trucks, AirBnB, etc.

-Working with the Township Engineer for coordination of the proposed William Penn Highway Corridor Project and keeping partner-applicants for the design apprised of progress.

Recent Submissions:

-Please note: the Planning Commission may meet on April 23rd at 7PM. The Department is awaiting administrative completion of several tasks for a possible appearance in front of the Board by Mill Creek Corporate Center involving a request for a zone change on building height in the Office Business “OB” District.

Major Project Updates:

-Traditions of America at Green Pond: A Final Plan for the Planned Residential Golf Course Community has been submitted to the Planning Commission and was reviewed at their previous meeting. The Tentative Plan Hearing process concluded on April 11th, 2017 following the three hour public comment portion of the hearings. A final decision was rendered at the end of August, 2017 with several conditions included therein. With the Tentative Plan approved, a Final Plan submission for the proposed 55+ Planned Residential Golf Course Community is required, per law. The Department expects a resubmission by the applicant’s engineer for the May, 2018 Planning Commission meeting.

-Mill Creek Corporate Center Preliminary Plan Resubmission: This project has resubmitted plans with a new engineer and a possible anchor tenant and was placed in “Administrative Review” at the February Planning Commission Meeting. According to the applicants, many modifications have been made to take into account Planning Commission, Board of Commissioners, LVPC and public comment. The project consists of a full office campus behind the PennDOT Park and Ride with an associated William Penn Highway Corridor project that will improve and modify traffic at the busy Route 33 interchange. As noted above, the applicants may appear before the Planning Commission with a request for a change to the zoning ordinance this month. **The Board of Commissioners have a deadline of June 30th, 2018 to take action on this plan submission.**

-Meals on Wheels Site Addition: Meals on Wheels has submitted plans for a 9,000 square foot addition at their existing site. Zoning relief was needed for the plan and granted by the Zoning Hearing Board at the June 28th, 2017 meeting. Relief includes Maximum Impervious Coverage of up to 85% and a Paved Setback from Commercial Buildings to allow for 5 foot. The plan was previously tabled to Administrative Review by the Planning Commission. **The Board of Commissioners have a deadline of May 22nd, 2018 to take action on this plan submission.**

-4217 Fritch Drive New Commercial Building: The land owners have submitted plans for a new 20,000 square foot commercial building on a dual frontage lot off both Fritch Drive and Tracy Lane. The site currently houses a landscaping business and while it is unclear what exactly the new structure will be used for, the site is in the “GI” General Industrial District that allows for such commercial and industrial uses. **The Board of Commissioners have a deadline of July 30th, 2018**

-Brodhead Road Distribution Center: Brodhead Holdings, LP has an approved plan from the Board of Commissioners and is now working to meet conditions of approval and third party permitting requirements. It was recently learned that the PA DEP has approved the proposed stormwater injection wells on-site and therefore, the plan should be recorded in the near future and commence thereafter. The Township will work to finalize details of Brodhead Road reconstruction at the property's frontage with the assistance of the Township Solicitor. A resolution for extension at the request of the applicant is currently before the Board.

-Birchwood Commons is currently under construction and has recorded their plan and taken occupancy of Buildings 1, 2, 3 and 4. It appears improvements for the 12th Street Extension have begun following final PennDOT approval. It seems completion of improvements shall be weather dependent and based on PennDOT regulations.

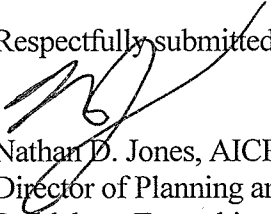
-Master site planned **Madison Farms** remains active & under construction with work underway on commercial building fit outs and apartments. Phase Two residential work has commenced with Ryan Homes constructing model single family, carriage and townhomes at the site. The other recent approval of the West Village MOB and restaurant modification is under construction although a tenant remains to be found for the restaurant space. A permit submission has been made in the apartment section for the development with the installation of a large and fully planned and landscaped dog park for Madison Farms residents. Several new tenants continue to fill retail and office/service space at Madison Farms with Pearl Vision, Steak n' Shake and Lehigh Valley Health Network currently working on site "fit-outs" or recently taking occupancy. Township Staff continues to work with KRE to find a user for the restaurant pad site next to the LVHN Building.

-St. Luke's Hospital Anderson Campus recently gained approval for Modification of Design Guidelines for the approved Tower Two Complex via the BOC. Building permits have been released for Tower Two and construction is expected to take roughly two years to complete. Additionally, as part of the St. Luke's Anderson Campus, traffic construction improvements continue on Freemansburg Avenue. Bridge work for widening and expanding the road is under way and planning, design and permitting for the "Phase C" portion of work east of the Route 33 interchange is being finalized. The Planning Department and Public Works Department are working to address median plantings on Freemansburg Avenue regarding care, maintenance and possible future planting.

-The Annunciation Hellenic Church is approved and has plans under review for finalization and eventual recording. The project is also obtaining its third party agency approvals at this time for traffic, stormwater and others. The project consists of a sanctuary, fellowship hall, offices and classroom space. As proposed and approved, the project is phased with the construction of the fellowship hall expected first, followed by the sanctuary and eventually the offices and Sunday-school class room spaces.

For updates on any other plan submissions, project status or information; please do not hesitate to contact me with questions or concerns.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'N. Jones', is written over the text 'Respectfully submitted,'.

Nathan D. Jones, AICP, BCO
Director of Planning and Economic Development & Zoning Officer
Bethlehem Township, PA