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To: Honorable Members of the Bethlehem Township Board of Commissioners
Melissa Shafer, Township Manager
From: Nathan D. Jones, AICP, BCO Director of Planning and Economic Development
Date: November 17th, 2017
Re: Planning, Zoning and Construction Departmental Report

Departmental Activities:

- Preparing for planning and procurement to convert to permitting software for Township permitting process.
- Coordinating with interim 3rd party assistant zoning officer for permitting activities and Zoning Hearing Board meetings.
- Preparing for zoning ordinance modifications with the Planning Commission for uses such as breweries, brewpubs, distilleries, food trucks, AirBnB, etc.
- Planning for the final design and eventual execution of a comprehensive gateway signage and wayfinding signage program by identifying key locations for signage, potential partners and funding opportunities, as called for in the recently adopted Comprehensive Plan.
- Working with the Public Works Department and Township Stormwater Engineer to begin planning efforts for upcoming stormwater permitting (MS4) and possible ordinance modifications, project work or educational endeavors that will be necessary in the near future. One such item will be sediment/ siltation reduction within watersheds leading to the Lehigh River.

Recent Submissions:

-Please note: the Planning Commission shall meet on December 19th at 7PM.

-Hecktown Road Business Park, Lot 4: A Preliminary/Final Plan has been submitted for a 401,000 square foot light assembly facility in the Hecktown Road Business Park on Commerce Park Drive. While the majority of the proposed structure and development lies in Lower Nazareth Township, a small portion of the rear of the building is in Bethlehem Township in addition to parking area, a stormwater basin and proposed vegetative buffering on an existing berm. This item was recommended for approval by the Planning Commission last month. **The Board of Commissioners have a deadline of February 28th, 2018 to take action on this plan submission, this proposal is current before the Board for consideration.**

-Northampton Country Club Terrace Expansion Site Plan: The country club has submitted a site plan for expansion of an existing deck on the structure with the bottom portion becoming a three season room concept. Additionally, the current terrace shall be greatly expanded. The project qualified for site plan review due to the new amount of impervious surface proposed in the expansion. **The Board of Commissioners have a deadline of April 9th, 2018**

-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 Planning Commission will hear more on the proposal at the December 19th meeting. **The Board of Commissioners have a deadline of April 9th, 2018**

Major Project Updates:

-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 tabled to Administrative Review by the Planning Commission last month. **The Board of Commissioners have a deadline of February 5th, 2018 to take action on this plan submission.**

-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. There appears to be a delay in this permitting process to date and private Brodhead Road improvements have been postponed until plans can be recorded and building permits issued.

-Traditions of America at Green Pond: The Tentative Plan Hearing process concluded on April 11th 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 shall need to be submitted to the Bethlehem Township Planning Commission for review and comment.

-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 finalized construction at the Medical Office Building "MOB" on campus which is now operational. 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. While the hospital, emergency room, cancer center and forthcoming medical office building/ pavilion are all completed or soon to be completed, the site still has capacity for a large scale build out for numerous buildings/ pavilions and other possible uses per township zoning ordinance in the years to come. As such, the hospital network also submitted the recently approved Tower Two proposal which is currently under final review prior to plan recording with an anticipated project start date in the Spring of 2018.

-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.

-Mill Creek Corporate Center has submitted a Phase One Preliminary Plan of the proposed professional campus just north of the PennDOT Park and Ride. The project includes Class A office space, a hotel, a restaurant and a bank as the core of a new proposed business campus. Proximity and access to the Park and Ride as well as Route 33 appear to be major drivers for this proposal. The Planning Commission reviewed a brief presentation on the project several months ago and provided feedback to the applicants and tabled the Plan. Further design review for matters involving the Township Overlay Districts, stormwater management and traffic management are necessary for the plans to progress. This site design has been taken into account with the overall William Penn Highway Corridor Traffic Study currently underway via the Township Engineer and PennDOT. The Lehigh Valley Planning Commission recently released a review letter with comprehensive review and comments for the master planned site expressing recommendations for more site access to the Park and Ride and improved walkability in the road networks and building massing. The proposal also includes extensive walking trails and a public dog park off of Church Road to the north, which has been looked upon favorably by the Planning Commission and Township Staff.

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', written over the printed name.

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