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To: Honorable Members of the Bethlehem Township Board of Commissioners
Doug Bruce, Township Manager
From: Amanda L. Raudenbush, AICP, CFM, Planning Director
Date: May 13, 2020
Re: May 18, 2020 Board of Commissioners Meeting Report

Departmental Activities

- Staff participated in Legislative Update Training sessions
- Staff participated in a multi-agency meeting regarding the Johnston Preserve
- Staff participated in a variety of test meetings on Zoom
- Staff worked with several agencies on pandemic response
- Staff implemented online permit submission via iWorQ

Pre-Application Meeting

There were two pre-application meetings this month.

4107 Nazareth Pike - The building is currently six single story garages. The intention is to remove the existing garages and replace the building with apartments utilizing the same footprint. They would create four to six residential apartment units. As this use is a Conditional Use in that zone a review and approval is required by the Township. No site plan was provided for discussion, however concerns regarding safe access to and from Nazareth Pike were discussed along with stormwater impacts and impacts to the waterway.

3022 Easton Avenue - Michael Ronca & Sons Inc. provided an updated concept plan addressing some of the concerns previously discussed. The plan proposes eight apartment buildings with 28 units each (total of 224 units), along with a community center and covered parking for residents, on Easton Avenue at Hampshire and Butztown Roads. The updated proposal removed the commercial element and added another apartment building. The 14.5 acre parcel is zoned as Planned Commercial (PC) with a Commercial Overlay. A large issue of concern is building 224 dwelling units with only one access to Easton Avenue. This

concern was addressed by adding a gated emergency access road across from Butztown Road. Previously expressed concerns regarding stormwater were also discussed.

Board of Commissioners New Business

River Hill Estates – Preliminary Subdivision Plan - The site is on the west side of Farmersville Road, south of Freemansburg Avenue, and in the Medium High Density Residential (MDR) zoning district. The plans propose to subdivide the existing 29 acre parcel to create 82 lots for 46 single family dwellings, 34 twin dwelling and 2 stormwater management areas. Access to the site is proposed via 2 connections to Farmersville Road and an extension of the existing Shannon Avenue stub. Public water and sanitary sewer would serve the development.

Board of Commissioners Old Business

- **iWorQ Update** - As part of the iWorQ package that the Township has purchased, residents are able to apply for permits online. This module has been customized to meet the needs of the Township. The permit portal went live on April 27 with limited advertising to allow for quick revisions if necessary. In the first two weeks, twenty-five applications have been submitted through the portal. This provides another option for permit applicants to get their applications to the Township in a quick and safe manner.

Township staff are finalizing the implementation of online payments for permits to further provide a more streamlined and expedited permitting option for residents. This option is anticipated to go live on or near May 18.

Current Submissions for May 26, 2020 Planning Commission Meeting

- **Mill Creek Conditional Use application**
- **Christine and Hay Street – Minor Subdivision**
- **1926 7th Street – Boundary Line Adjustment**
- **Lehigh Valley Academy – Preliminary Plan**