

BOARD OF SUPERVISORS
Zoning & Code Enforcement

Hanover Township Northampton County
3630 Jacksonville Road
Bethlehem, Pennsylvania 18017-9302
610.866.1140
Fax 610.758.9116

April 17, 2026

To: Board of Supervisors
Mark Hudson
Kimberly Lymanstall
Barbara Baldo
Brian Dillman
Jesse Chupella
Matthew Deschler, Esquire
Jim Broughal, Esquire
Brien Kocher, HEA

RE: Zoning Petition: 26ZHB03
Applicant: Bethlehem Office Commons, LLC
Property location: 3893 Adler Place Suite 160
Zoning District: PIBD, Planned Industrial Business District

Enclosed is a copy of the application received April 17, 2026, requesting relief from the provisions of the Specific Conditions of the Conditional Use Ordinance in order to have a Personal Care facility which is a Conditional Use in the PIBD Zoning District.

The next meeting is tentatively scheduled for 7:00 P.M. Thursday, May 28, 2026. Notice of hearing to follow.

Tracy Luisser
Tracy Luisser, Zoning Officer

A variance is granted by the Zoning Hearing Board. The MPC in Section 910.2 contains strict standards that must be met before a variance can be issued. The board may grant a variance provided that all of the following findings are made where relevant:

1. That there are unique physical circumstances or conditions, including irregularity, narrowness or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not the circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located;
2. That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance and that the authorization of a variance is therefore necessary to enable the reasonable use of the property;
3. That such unnecessary hardship has not been created by the applicant;
4. That the variance, if authorized, will not alter the essential character of the neighborhood or district in which the property is located, nor substantially or permanently impair the appropriate use or development of adjacent property, nor be detrimental to the public welfare; and
5. That the variance, if authorized, will represent the minimum variance that will afford relief and will represent the least modification possible of the regulation in issue.

In granting any variance, the Board may attach such reasonable conditions and safeguards as it may deem necessary to implement the purposes of the MPC and the zoning ordinance. (See DCA Planning Series No. 7: Special Exceptions, Conditional Uses, Variances.)



GENERAL INSTRUCTIONS FOR ZONING HEARING BOARD APPLICANTS

1. All information on application with supporting documents must be furnished.
2. Application must be on file with the Chairman of the Zoning Hearing Board at least 30 days before any stated or special meeting in order to be considered at that meeting. Applicants must be prepared to proceed to hearing upon their application at the advertised meeting otherwise the petition will be dismissed unless postponed by the Board upon cause shown or upon their own motion.
3. At all hearings, proof of title to the property affected must be available to the Zoning Hearing Board whether the applicants' interest be as owner, tenant, purchaser or in any other capacity.
4. The following must accompany all applications:
 - a. Filing Fee
 - Residential Applications - \$600.00
 - Commercial Applications - \$1,000.00
 - Hearing Continuance - \$175.00

The Filing Fee payable in cash or check made payable to the order of Hanover Township. In the event costs exceed the filing fee, the applicant will be liable for the deficit and the Zoning Hearing Board reserves the right to continue any hearing or withhold its decision until the deficit is paid. The Filing Fee is NON-RETURNABLE in any event.
 - b. The lot involved with its dimensions, lot number and subdivision name, if any.
 - c. Names and widths of all abutting streets
 - d. Locations, dimensions and uses of any existing structures on lot involved.
 - e. Locations, dimensions and proposed use of structure requested and distance from building to lot lines and to other buildings on the same lot.
 - f. Dimensions of all yards in relation to the proposed structure or use.
 - g. Distance from any existing building or structure within fifty (50) feet.
 - h. Provisions for off-street parking, number of cars capacity of such area.
 - i. If involved, accurate location of well and/or sewage or waste disposal systems; location and direction of other wells and drainage or sewage systems if within one hundred (100) feet. Detailed Septic System Layout required if application is for approval of Septic or Waste Disposal System.
 - j. A sketch showing all properties within five hundred (500) feet on the same road as the property affected and within one hundred (100) feet not on the same road and indicate clearly the names and mailing addresses of all owners of these properties.
5. The Zoning Hearing Board has the following powers:
 - a. To hear and decide appeals from a decision or determination of any administrative official in the enforcement of the Zoning Ordinance. Such appeals must be made within thirty days after the date of the decision. A copy of the appeal petition must be served on the official which service must be at least five days prior to the hearing.
 - b. To hear and decide Special Exceptions and Permits to the terms of the Zoning Ordinance as specifically set forth and permitted by the ordinance.
 - c. To authorize, upon appeal, in specific cases, such variance from the terms of the Zoning Ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the Zoning Ordinance will result in unnecessary hardship, and so that the spirit of the ordinance will be observed and substantial justice done. The burden of proof of "unnecessary hardship" as defined by the courts shall rest on the applicant. The circumstances must be unique and applicable to the applicant's particular property and no other. The possibility of the applicant's particular earning a greater financial return if a variance were granted does not in itself constitute sufficient reason for such a variance.
6. All Hearings of the Board shall be open to the public.
7. No decision by the Zoning Hearing Board shall relieve any applicant from the responsibility of obtaining any required permits in the manner prescribed by the Zoning Ordinance.
8. Please Print or Type all desired information.
9. Applicant and/or owner must notify Zoning Officer at required inspection time.
10. Nothing herein provided shall in any manner, relieve the petitioner from any requirement of Act No. 247, Known as the "Pennsylvania Municipalities Planning Code". Especially see sections 901-916.
11. Applicants will not be considered until all information is supplied.



HANOVER TOWNSHIP, Northampton County
3630 Jacksonville Rd, Bethlehem PA 18017
Phone 610-866-1140 Fax 610-758-9116

PETITION

NOTICE: This Petition, in order to be acted upon by the Zoning Hearing Board must be fully completed in accordance with the "instructions to applicant." Failure to do so will result in a denial of the Petition without refund of your filing fee.

Application is made this 16th day of April, 20 26

I. **PROPERTY INFORMATION** (location and existing conditions for which a special permit is being applied):

- Address of property for which a special permit is requested: 3893 Adler Place, Suite 160, Bethlehem, PA 18017
- Tax Parcel No.: M6 15 10S 0214
- Current Zoning Classification: PIBD
- The Dimension of the land area are: 4.92 acres
- The real estate contains 5,609 square feet.
- The real estate in question is presently classified under the Hanover Township Zoning Ordinance as: PIBD
 - The real estate is presently used for the purpose of: General office space
 - and contains buildings and other improvements consisting of (if real estate is vacant land, so note): Office building including parking lot

II. **OWNER INFORMATION**

- Owner of property: Bethlehem Office Commons, LLC Telephone (610) 966-3200
(all parties to the title must be listed, attach additional page if needed)
Address 3650 Schoeneck Road, Macungie, PA 18062

III. **APPLICANT INFORMATION** (herein after known at the "Petitioner")

- Applicant ("Petitioner(s)") Bethlehem Office Commons, LLC Telephone (610) 966-3200
(all parties must be listed, attach additional page if needed)
Address 3650 Schoeneck Road, Macungie, PA 18062
- Petitioner is the (check one or more)
 Owner Occupant Agent for: _____ Other: _____
- Attorney representing Petitioner(S): Ryan Durkin Telephone (215) 518-6953
Address 4432 Canterbury Drive, Emmaus, PA 18049
- Petitioner: (check appropriate action)
 Hereby appeals from the decision of the Zoning Administrator, or other township Official; or
 Hereby applies for a special exception or permit, or variance, from the terms of the Zoning Ordinance; or
 Hereby applies for: _____
- Petitioner appeals or makes application from the order, requirement, decision or determination of the Zoning Administrator or other Township Official made on N/A, 20 26, which was as follows: (quote, or if insufficient space, attach additional page). See attached narrative



6. Petitioner claims that the variance, exception, or other relief should be granted as herein requested under the following sections of the Hanover Township Zoning Ordinance. (cite all sections supporting your position, or relevant to the consideration of your Petition)
Sections 185-35D(10), 185-54 E.(5)(b)[1], 185-54 E.(5)(b), and 185.17(c)
7. The variance or exception requested and the new improvements desired to be made as follows:
- (a) Building(s) to be erected: N/A
- (b) Building(s) to be changed: Suite 160 to be minimally remodeled
- (c) Building(s) to be used for: Suite 160 will be a personal services business (wellness).
 Remainder of building will continue to be general offices.
8. The plot plan, drawings, sketches and other exhibits attached hereto are made a part hereof. Please include 22 copies of the petition and all these attachments.
9. Petitioner believes that the exceptions, variance, Conditional Use or other relief requested should be granted for the following reasons: (attach additional sheet if necessary)
10. Petitioner agrees to comply with all provisions of the Hanover Township Zoning Ordinance and is aware that the Ordinance provides for penalties for violations of its provisions.
11. The Petitioner further acknowledges that the Board does not have to consider any application until all information requested by the Board of Supervisors is submitted by said applicant, and that in the event this information is not submitted in full within twenty (20) days from the date of the initial Board of Supervisors Hearing, then the Board may deny such application, with or without prejudice to the applicant.
12. Wherever additional information is requested by the Zoning Hearing Board, and leave to submit additional information is specifically granted by the chairman of the Zoning Hearing Board, then in consideration of the Board's forbearance in not refusing the application at the conclusion of the hearing, the Petitioner agrees to extend the time for consideration of the application by the Zoning Board for the number of days after the date of decision specified in any Ordinance of the Township, by the same number of days which the Zoning Hearing Board's consideration of the Petition was delayed by failure on the part of Petitioner to submit additional information requested.

NOTE: All Petitioners must sign
 at least one must sign in the
 presence of a person capable
 of administering an oath (see below)



 Petitioner

_____ (SEAL)

_____ (SEAL)

_____ (SEAL)

_____ (SEAL)

_____ (SEAL)

NOTE: The following affidavit must be taken before a Notary Public or other appropriate official by one of the Petitioners.

FOR INDIVIDUAL PETITIONERS:

COMMONWEALTH OF PENNSYLVANIA)
) ss:
COUNTY OF Lehigh)

ON THIS, the 16th day of April, 2026, before me, Ryan Allison Bradbury the undersigned officer,
personally appeared, Marcus Danweber,
known to me (or satisfactorily proven) to be the person whose name (is)(are) subscribed to the within instrument, and
acknowledged that he executed the same for the purposes therein.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

[Signature] (SEAL)
Signature of the Petitioner taking affidavit

Sworn to and subscribed before me
This 16th day of April 20 26

[Signature]
NOTARY PUBLIC
My Commission Expires 07/23/2028

Commonwealth of Pennsylvania - Notary Seal
Ryan Allison Bradbury, Notary Public
Lehigh County
My commission expires July 23, 2028
Commission number 1370060
Member, Pennsylvania Association of Notaries

FOR CORPORATE PETITIONERS:

COMMONWEALTH OF PENNSYLVANIA)
) ss:
COUNTY OF _____)

ON THIS, the _____ day of _____, 20____, before me, _____ the undersigned officer,
personally appeared, _____,
who acknowledged _____ self to be the _____ of
_____, a corporation, and that he as such _____ being
authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the
corporation by _____ self as _____.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Signature of the Petitioner taking affidavit (SEAL)

Sworn to and subscribed before me
This _____ day of _____ 20 ____.

NOTARY PUBLIC

EXHIBIT "A" (BUSINESS NARRATIVE)

3893 Alder Place, Suite 160, Bethlehem, PA 18017

Bethlehem Office Commons, LLC ("BOC") owner of 3893 Alder Place, Bethlehem, PA 18017 ("Property") requests a variance for tenant, Romans 12 LLC t/a Recharge Health and Wellness ("Recharge") to operate a personal service business within a PIBD zone within one thousand (1000) feet of the border of property which is not zoned for personal service businesses.

Recharge offers state-of-the-art esthetics and holistic wellness services, including light, grounding, oxygen, infrared, and vibroacoustic therapies, muscle stimulation, massage, and fitness recovery techniques, and are aimed at boosting energy, improving emotional and nervous system stability, and arresting and reversing aging processes.

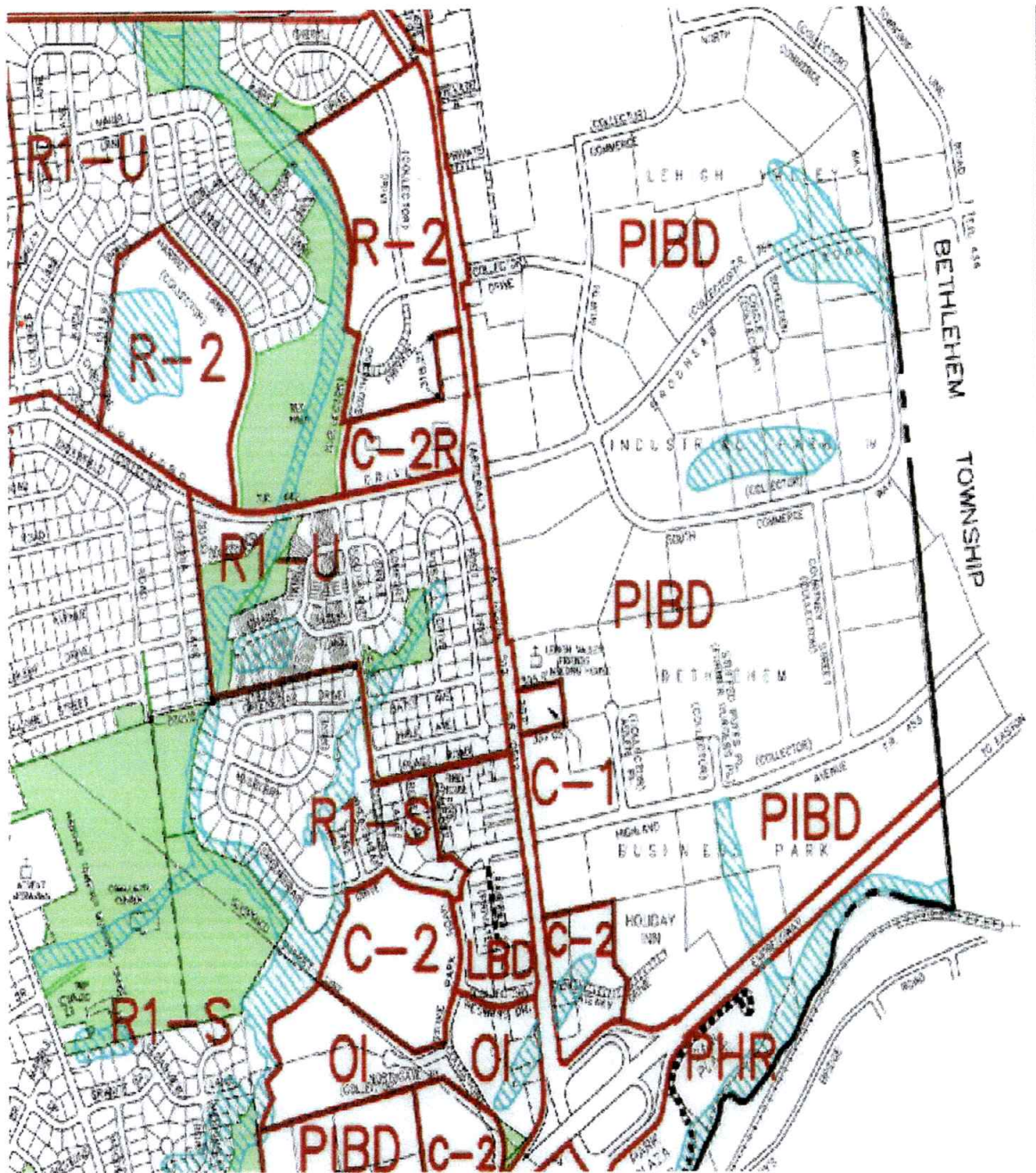
Recharge will employ three staff members, anticipates use of no more than fifteen off-street parking spaces, and is limited under the terms of its lease to a maximum of twenty-three parking spaces. However, under Section 185.17(c) of Hanover Township's Ordinance, which bases parking requirements on square footage of occupied premises, applicant would be required to provide fifty-two spaces.

Recharge will be open Monday through Saturday, 10:00 A.M. to 7:00 P.M., in conformance with Property rules and existing tenants' hours.

Recharge is a professional practice which does not produce noise, odors, fire, vibration, heat, cold, dust, electromagnetic conditions, light pollution, excessive traffic, or any other condition or intrusion that would adversely affect reasonable use of the surrounding area or adjoining businesses. Recharge will operate at the highest hygienic standards, providing the quiet and calming environment required for effective provision of its services to clients.

Applicant is also submitting a petition requesting approval of its business as a conditional use pursuant to Sections 185-35.D(10), 185-54.E(1), 185-54.E(5), and 185-54 E(5)(B)[1].





**HOLD HARMLESS
INDEMNIFICATION AGREEMENT**

THIS AGREEMENT, made this _____ day of _____ 2026, by and between HANOVER TOWNSHIP, a second class township of Northampton County, Pennsylvania, with an address at 3630 Jacksonville Road, Bethlehem, Pennsylvania, 18017 (“Township”) and **BROOKE G & MITCHELL THOMAS** adults residing at 5937 Monocacy Drive, Bethlehem, Hanover Township, Northampton County, Pennsylvania, 18017 (“Owner”).

RECITALS

A. Owner proposes to install a fence (the “Structure”) on the property located at 5937 Monocacy Drive, Bethlehem, Pennsylvania also known as tax parcel number L6 15 10-83 0214 (the “Premises”).

B. A plot plan of the Premises and the proposed location of the Structure is attached as Exhibit “A”.

C. The proposed Structure will encroach into the ten (10) foot Drainage Easement in the rear yard located on the Premises (the “Easement”).

D. In order to place the Structure within the Easement, the Owners need the permission of the Township. The Township is willing to consent to the placement of the Structure in the Easement, upon satisfaction by Owner of the conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein, AND INTENDING TO BE LEGALLY BOUND, the parties hereto agree as follows:

1. All "RECITALS" are hereby incorporated by reference as if the same were fully set forth here.

2. The Township hereby agrees to consent to the placement of the Structure in the Easement of the Premises upon the satisfaction of the conditions set forth below.

3. As a condition for approval and consent by the Township as set forth in paragraph 2 above, Owners, for themselves and their heirs, successors, executors, administrators and assigns, hereby agree to hold the Township harmless and indemnify the Township from and against any and all claims, actions, damages, suits, expenses (including attorney's fees), liabilities and the like, in law or in equity, and of any kind and nature, in connection with loss of life, personal injury and/or damage to property to any person arising from or in any way, directly or indirectly, associated with or caused by Owners' placement of or the existence of the Structure in the Easement of the Premises, including, but not limited to, loss of life, personal injury and/or damage to property caused by the improper construction and/or maintenance of the Structure.

4. In the event the Township is made a party to any litigation commenced by or against the Owners in connection with the placement of or the existence of the Structure, then the Owners shall protect and hold harmless the Township and shall pay all costs, expenses, and attorney's fees incurred or paid by the Township in connection with any such litigation.

5. The parties hereto acknowledge and agree that the Township's consent is conditioned upon the consent to the placement of the Structure by any and all utilities utilizing the Easement.

6. The parties hereto acknowledge that this Agreement is conditioned upon Owners obtaining the permission of adjacent landowners as to the placement of the structure, as may be required under the current Township Ordinance.

7. The parties hereto acknowledge that the Township retains discretion to require the removal of the Structure, in whole or in part, from the easement of the Premises if, in the sole opinion of the Township, the structure interferes with drainage on the Premises or on the Property of surrounding landowners.

8. This Agreement shall run with the land and shall be binding upon the Owners, their heirs, successors, executors, administrators and assigns, and shall inure to the benefit of the Township.

9. This Agreement, or any part thereof, shall not be construed against any party hereto, due solely to the fact that the Agreement, or any part thereof, was drafted by such party.

10. Owners shall immediately upon request pay all Township costs in connection with the Owners' request, including, but not limited to, attorney's fees, engineering fees and administrative expenses.

IN WITNESS WHEREOF, the parties hereto have set forth their hands and seals

on the date first above written.

ATTEST:

HANOVER TOWNSHIP, Northampton County,
Pennsylvania, a second class township


By: _____

By: _____

SUSAN A LAWLESS, ESQ, Chair
Board of Supervisors

WITNESS:



By: 

BROOKE G THOMAS



By: 

MITCHELL THOMAS

COMMONWEALTH OF PENNSYLVANIA)
) ss:
COUNTY OF NORTHAMPTON)

ON THIS, the _____ day of _____, 2026, before me, the subscriber, a Notary Public in and for the said County and State, the undersigned officer, personally appeared **SUSAN A LAWLESS, ESQ** who acknowledged himself to be the Chair of the Board of Supervisors of Hanover Township and that she as such Chair, being authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself as Chairman.

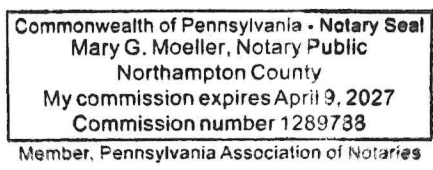
IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

NOTARY PUBLIC

COMMONWEALTH OF PENNSYLVANIA)
) ss:
COUNTY OF NORTHAMPTON)

ON THIS, the 17th day of April, 2026, before me a notary public, the undersigned officer, personally appeared **BROOKE G & MITCHELL THOMAS** known to me (or satisfactorily proven) to be the persons whose names are subscribed to the within instrument, and acknowledged that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.



Mary G. Moeller
NOTARY PUBLIC



BOARD OF SUPERVISORS

Print Form

Hanover Township Northampton County

3630 Jacksonville Road

Bethlehem, Pennsylvania 18017-9302

610.866.1140 Fax 610.758.9116

Building Permit Application - Fence

Property Owner Name: Brooke + Mitchell Thomas Phone Number 610-417-6221

Property Address: 5937 Monocacy Dr. Bethlehem, PA 18017

Owner's Address: 5937 Monocacy Dr. Bethlehem, PA 18017

Occupant's Name: Brooke + Mitchell Thomas Phone Number 610-417-6221

Contractor/Builder Name: EKren Fence Company Phone Number 484-358-0069

Contractor/Builder Address: 271 Wolf St, Bath, PA 18014

Block/Lot No.: 83 Lot Size: 0.27 acres

Subdivision: Monocacy Farms Zoning District: R1-S

Description/Style of Fence: high heavy duty white starling style aluminum

Fence Length: 262 ft. Fence Height: 54 inches Fence Cost: \$12,182.00

On Lot Line: Yes No (Check One) In an Easement: Yes No (Check One)

Address and Signature of Contiguous Lot Owner(s):

- 1. 5941 Monocacy Dr. Bethlehem PA 18017
- 3. 5933 Monocacy Dr. 18017 PA
- 4. 5432 Nala Ave 18017 PA

Zoning Requirements: Except as required in 185-14.B and permitted in 185-14.F.(2), a fence or hedge shall be permitted in the side yard and rear yard or setback (not front yard or setback) at a distance of three (3) feet or more from any lot line or right-of-way line, whichever is most restrictive (Zoning 185-14.F.(1)).

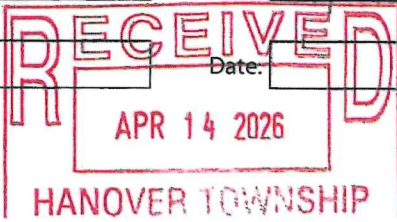
A fence or hedge may be located on a lot line by written agreement of contiguous lot owners (Zoning 185-14.F.(2)).

No fence shall exceed the following height limitations: (Zoning 185-14.F.(3)) No fence shall exceed six (6) feet in height in an R1-Single-Family Residential Suburban District. (Zoning 185-14.F(3)(a)) No fences shall exceed eight feet in height in a commercial or employment district. (Zoning 185-14.(3)(b))

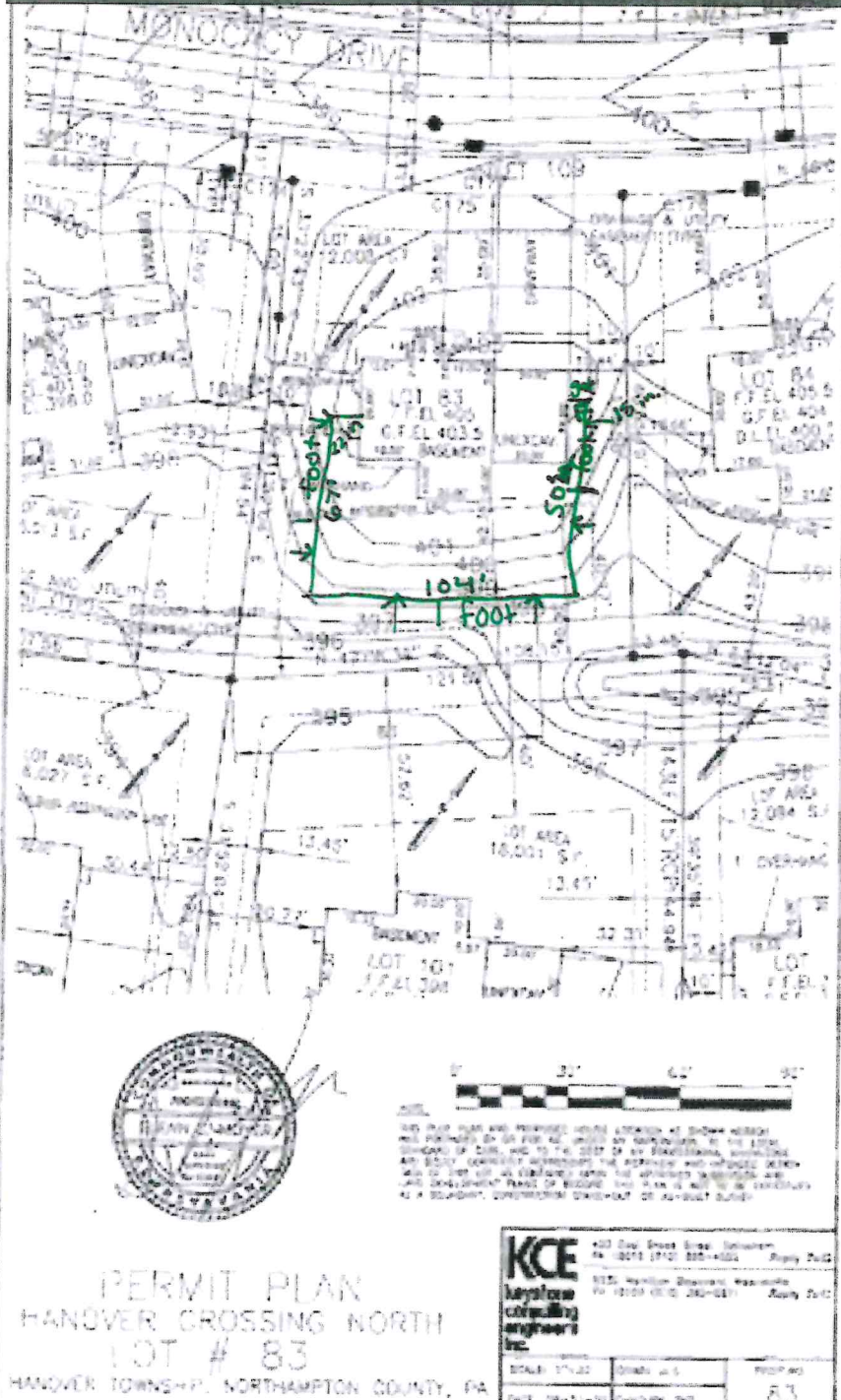
I hereby certify that the work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction. We also understand that all information contained in this building permit application is agreed to be essential, and any erroneous information contained therein shall render the Permit invalid ab initio, without regard to whether construction has commenced.

Signature of Applicant/Owner: Brooke Thomas Minter Date: 4/8/2026

Approved Not Approved By: _____ Date: _____
(Zoning Administrator)



Open with Annotate with Kami



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C
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I
V
E
D
 APR 14 2026
 HANOVER TOWNSHIP

jzator@kingspry.com

April 14, 2026

TRANSMITTED VIA EMAIL

klymanstall@hanoverwp-nc.org

Board of Supervisors
c/o Kimberly Lymanstall
Township Secretary
Hanover Township – Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017-9303

**RE: Jaindl – Hanover Corporate Center 2
Lot 11 Land Development
Time Extension**

Dear Supervisors:

As you know, this firm represents Jaindl Land Company. Please consider this letter as a grant to the Township of a time extension for review and decision regarding this development under the Municipalities Planning Code and any applicable Township Ordinances. The time extension is to commence with the expiration of the current time period/extension (May 31, 2026) and continue through November 30, 2026.

If you have any questions or need any additional information feel free to contact me at any time.

Ms. Lymanstall, I request that you provide this time extension letter to the Planning Commission also. Thank you.

Very truly yours,

Joseph A. Zator II

Joseph A. Zator II

JAZ:jlw

cc: Planning Commission (c/o Kimberly Lymanstall)
James L. Broughal, Esq. (via email jimbroughal@broughal-devito.com)
Brien Kocher (via email bkocher@hanovereng.com)
James A. Milot (via email jmilot@hanovereng.com)
David M. Jaindl (via email david.jaindl@jaindl.com)
Adam Jaindl (via email adam.jaindl@jaindl.com)
Wendy Nicolosi, Esq. (via email wendy.nicolosi@jaindl.com)
Nicole Galio (via email nicole.galio@jaindl.com)
Rocco Caracciolo, P.E. (via email rocco.caracciolo@jaindl.com)
John McRoberts, PE (via email jmroberts@pidcockcompany.com)



May 1, 2026

ECFA 1801

Hanover Township, Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017-9302
Attn: Board of Supervisors

Re: 6904 Steuben Road
Hanover Township, Northampton County, Pennsylvania
Preliminary/Record Land Development Plan

Dear Members:

On behalf of East Coast Facilities, we request a time extension to grant the Township an extension to review the plans for the 6904 Steuben Road project until May 31, 2027.

Thank you for your assistance in this matter. Please feel free to contact the undersigned with any questions or comments.

Sincerely,

ARRO CONSULTING, INC.

Jason W. Buchta, R.L.A.
Senior Landscape Architect

Cc: Edwin Torres, East Coast Facilities
File



Emmaus Office - 326 South Second Street, Emmaus, PA 18049



610.928.4690



www.arroconsulting.com

From: Tshudy, David J. <David.Tshudy@Troutman.com>
Sent: Monday, May 4, 2026 9:19 AM
To: Jim Milot <jmilot@hanovereng.com>; Tracy Luisser <tluisser@hanovertwp-nc.org>
Cc: Brien Kocher <bkocher@hanovereng.com>; David Hinson <dhinson@gallassurvey.com>; Mark Hudson <Mhudson@hanovertwp-nc.org>; Kimberly Lymanstall <klymanstall@hanovertwp-nc.org>
Subject: RE: Wegmans Lot Consolidation Plan - Hanover Township

CAUTION: EXTERNAL EMAIL - VERIFY BEFORE CLICKING ON LINKS OR OPENING ATTACHMENTS

Jim and Tracy:

Please accept this email as a grant of an extension to the Hanover Township Board of Supervisors of the 90-day period within which it must act on this plan pursuant to Section 508 of the MPC. That said, we are anticipating that the plan will be recommended for approval at the June 1, 2026 planning commission meeting and the approved at the June 16, 2026 Board of Supervisors meeting.

Thank you, and please call with any questions.

DJT

David J. Tshudy

Partner

troutman pepper locke

Direct: 717.255.1127 | Mobile: 717.304.7840

david.tshudy@troutman.com

LEHIGH ENGINEERING ASSOCIATES, INC.



499 RIVERVIEW DRIVE, P.O. BOX 68, WALNUTPORT, PA 18088
PHONE: 610-767-8545 FAX: 610-767-5798
E-MAIL: Irauch@lehighengineering.com

May 5, 2026

Hanover Township - Northampton County
3630 Jacksonville Road
Bethlehem PA 18017-9302
Attention: Board of Supervisors

Project: School Sisters of St. Francis – Convent Addition
Improvements Installation Extension

Dear Board Members:

On behalf of the Owner, Bethlehem Province of the School-Sisters of the Third Order of St. Francis, I request a four (4) month extension until September 30, 2026 to the Improvements Agreement for the School Sisters of St. Francis Convent Addition Land Development.

The improvements at the site have been on going and I believe are complete or near completion. In fact, it is my understanding that a Certificate of Occupancy has been issued for the new facility and the Sisters' have been residing within its confines.

Along with this request for the extension of time to complete the improvements, we are requesting a final inspection of the required improvements from the Township Engineer. Should the Township Engineer determine a "punch list" of improvement items require some additional attention or maintenance, the extension of time will, hopefully, allow for the items to be satisfactorily addressed within that window.

Thank you for your time and consideration in this matter. Please contact me with any questions.

Sincerely,

Lew Rauch

Lew Rauch
Engineering General Manager

Cc: Keith Hoeing
File

6814 Sisters-construction-extension-02.doc

***CIVIL ENGINEERING • SURVEYING • HIGHWAY DESIGN • SUBDIVISION DESIGN
SITE PLANNING • SEWAGE DESIGN • DRAINAGE ANALYSIS • TRAFFIC ANALYSIS***

Draft #2 – May 8, 2026

HANOVER TOWNSHIP
NORTHAMPTON COUNTY, PENNSYLVANIA

ORDINANCE NO.

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING THE HANOVER TOWNSHIP CODE OF ORDINANCES BY DEFINING AND ADDING SPECIFIC REQUIREMENTS FOR DATA CENTERS AND DATA CENTER ACCESSORY USES.

WHEREAS, Article VI of the Pennsylvania Municipalities Planning Code, 53 P.S. § 10601, *et seq.*, authorizes Hanover Township to enact, amend and repeal Zoning Ordinances within the Township of Hanover; and

WHEREAS, the Board deems it to be in the best interest and general welfare of the residents of Hanover Township to update and amend provisions of the Hanover Township’s Zoning Ordinance to provide for Data Centers and Data Center Accessory Uses; and

WHEREAS, the Board of Hanover Township desires to add provisions to the Zoning Ordinance relating to Data Centers and Data Center Accessory Uses.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Board of Hanover Township as follows:

Section 1. Chapter 185, Article II, Section 180-12, of the Hanover Township Code of Ordinances, entitled Definitions, is amended to add the following definitions:

Data Center: A building or buildings which are occupied primarily by computers and/or telecommunications and related equipment where digital information is processed, transferred and/or stored, primarily to and from offsite locations. This use shall also include cryptocurrency mining, blockchain transaction processing, cloud-based processing/storage and server farms. A Data Center may include Data Center Accessory Uses. This use does not include computers or telecommunications related equipment that is secondary and customarily incidental to an otherwise permitted use on the property, such as servers associated with an office building.

Data Center Accessory Use: Ancillary uses or structures secondary and incidental to a Data Center use, including but not limited to: administrative, logistical, fiber optic, storage, and security buildings or structures; sources of electrical power such as generators used to provide temporary power when the main source of power is interrupted; electrical substations; utility lines; domestic and non-contact cooling water and wastewater treatment facilities; water holding facilities; pump stations; water towers; environmental controls (air conditioning or cooling towers, fire suppression, and related equipment); security features, provided such data center accessory uses/structures are located on the same tract or assemblage of adjacent parcels developed as a unified development with a Data Center. The use shall not include energy generation systems, *other than solar energy systems*, used or intended to be used to supply power to the Data Center during normal operations.

Section 2. Chapter 185, Article VIII, Section 185-35, of the Hanover Township Code of Ordinances, entitled Regulations applicable to PIBD Planned Industrial/Business District, is hereby amended to add a new Section 185-35 D. (29), to read as follows:

(29) Data Centers and Data Center Accessory Uses.

Section 3. Chapter 185, Article VIII, Section 185-38, of the Hanover Township Code of Ordinances, entitled Regulations applicable to AFHBD Aircraft Flightpath Highway Business District, is hereby amended to revise Section 185-38 D. (11) (e), to read as follows:

- (e) Business offices consisting of administrative, sales office, executive, other general business offices, including but not limited to, sales and service of high technology business and medical equipment and other uses of the same general nature.

Section 4. Chapter 185, Article XIV, Section 185-54, of the Hanover Township Code of Ordinances, entitled Conditional uses, is hereby amended to add a new Section 185-54 E. (37), to read as follows:

(37) Specific regulations applicable to Data Centers and Data Center Accessory Uses.

- (a) Dimensional Standards. The dimensional standards of Data Centers and Data Center Accessory Uses shall be in accordance with Section 185-35 F., with the following exceptions:

- [1] Any lot in which the Data Centers and Data Center Accessory Uses are to be situated shall not be closer than 1,000 feet to any zoning district boundary of the PIBD Zoning District at any point, except that such lot shall not be closer than 500 feet to the Hanover Township/Bethlehem Township common boundary at any point.

- (b) Screening and Fencing

- [1] ~~Data Centers and Data Center Accessory Uses shall be totally fenced and screened. The fence shall be chain link fence no less than eight feet high, and the fence shall be set back at least 20 feet from all property lines and shall be set back at least to the building restriction line along the front lot line.~~ The screening of Data Centers and Data Center Accessory Uses shall be at least equivalent to the Township construction standards for a twenty-foot planting screen.

- (c) Water and Sewer. Evidence of adequate water supply and sewage disposal service shall be provided to the Township as part of the conditional use application fee for any Data Centers and Data Center Accessory Uses.

- [1] If the Data Centers and Data Center Accessory Uses shall be served by a public water supply, the applicant shall submit documentation from the public or municipal authority certifying that the public or municipal authority will supply the water to the Data Centers and Data Center Accessory Uses.

- [a] Cooling water shall be a closed-loop system with no discharge.

- [2] If the Data Centers and Data Center Accessory Uses are to utilize nonpublic sources of water, the applicant shall provide a water feasibility study. The purpose of the study is to determine if there is an adequate supply of water for the proposed Data Centers and Data Center Accessory Uses and to estimate the impact of the Data Centers and Data Center Accessory Uses on existing wells, groundwater, and surface waters in the vicinity. No Data Center Use shall be approved unless the water feasibility study demonstrates that the anticipated water supply yield is adequate for the Data Center Use and that the proposed water withdrawals and discharges will not endanger or adversely affect the quantity or quality of groundwater supplies or surface waters in the vicinity of the Data Center Use. The water feasibility study shall include the following information at a minimum:
- [a] The projected water demands of the Data Center;
 - [b] The source of water to be used;
 - [c] A description of how water will be used, including the amount or proportion of water to be used for each purpose (e.g. cooling, humidity control, fire suppression, and domestic usage);
 - [d] Cooling water shall be a closed-loop system with no discharge.
 - [e] The long-term safe yield of the water source;
 - [f] A description of the amount or portion of water withdrawn that will be recycled or discharged and by what means;
 - [g] A geologic map of the area with a radius of at least one mile from the site of the proposed Data Center Use;
 - [h] The location of all existing and proposed wells within 1,000 feet of the property boundary of the proposed Data Center Use, with a notation of the capacity of all high-yield wells;
 - [i] The location of all surface waters, including perennial and intermittent streams, rivers, lakes, reservoirs, ponds, wetlands, springs, natural seeps, and estuaries, within 1,000 feet of the property boundary of the proposed Data Center Use;
 - [j] A determination of the effects of the proposed water supply system on the quantity and quality of water in nearby wells, surface waters, and the groundwater table; and
 - [k] A statement of the qualifications and the signature(s) of the person(s) preparing the study.
- [3] The applicant shall provide proof of review and approval from the Delaware River Basin Commission for Data Center Use projects proposing:
- [a] Water withdrawals of 100,000 gallons per day (gpd) or more over a 30-day average from any source or combination of sources within the Delaware River Basin; or

[b] Any consumptive water use of 20,000 gpd or more over a 30-day average from any water source.

[4] The applicant shall demonstrate that adequate means of wastewater disposal, including domestic wastewater and wastewater used for ~~cooling or~~ industrial purposes, have been provided and approved by the Sewage Enforcement Officer of the Township and/or the Pennsylvania Department of Environmental Protection. **Cooling water shall be a closed-loop system with no discharge.**

(d) Power Supply

[1] The Data Center shall connect to the electric grid servicing the Township, currently PJM Interconnect LLC (“PJM”). The applicant shall provide documentation from the applicable electric service provider certifying that that the necessary capacity is available, and that electric service provider will serve the Data Center. Known impacts on electric rates or availability for other uses directly attributable to the Data Center project shall be noted.

[2] **Self-supplied energy sources must be approved by the Township.**

[3] **The Township encourages the use of renewable energy sources.**

[4] Emergency generating equipment, either portable or permanently constructed on site, is permitted to be used ~~only~~ during a complete power outage **and/or during routine maintenance**. Such equipment shall not be used as part of, or supplemental to, the full-time energy source for the Data Center.

[5] **Cycling/testing of back-up power systems, as part of routine maintenance, is acceptable.**

(e) Emergency Management

[1] As part of the Conditional Use Application, the applicant shall submit an Emergency Response Plan (ERP) prepared by a qualified professional. The ERP shall:

[a] Be reviewed and accepted by the local fire department and emergency management services as part of the conditional use/ land development process;

[b] Include detailed procedures for fire suppression, containment, ventilation, and evacuation;

[c] Include an evaluation of the access roads and hydrant locations within the site of the Data Center Use to ensure suitable access for emergency equipment within the site;

[d] Ensure that all first responders receive adequate training **and equipment** specific to the installed system for the Data Center Use.; ~~First responders agencies will be reimbursed for~~ **required equipment and the time that their first responders spend at the training. Ensure that any and all fire-retardant systems and materials are clearly marked and appropriate warnings are clearly posted;** and

- [e] Include provisions for annual fire safety inspections demonstrating compliance with fire safety standards to be performed by a qualified professional on behalf of the Data Center.
 - [2] Any Data Center use proposing battery storage, fuel cell storage, or any other device or group of devices capable of storing energy in order to supply electrical energy at a later time, whether the energy is stored for use on-site or off-site, shall demonstrate compliance with National Fire Protection Association (NFPA) Standard 855, Installation of Stationary Energy Storage Systems, or similar standards and must include fire suppression systems designed specifically for battery storage.
 - [3] No Data Center shall be approved unless the applicant demonstrates that procedures for fire suppression, containment, ventilation, and evacuation are sufficiently protective of public health, safety and welfare.
- (f) Aesthetics.
- [1] Any Data Center and Data Center Accessory Use building façade that faces a road, residential zoning district, or existing residential use must incorporate at least two of the following design elements every 40 horizontal feet:
 - [a] A change in building material, pattern, texture, or color.
 - [b] A change in building height.
 - [c] Building step-backs or recesses having a minimum depth of five (5) feet.
- (g) Parking
- [1] Data Centers are to be provided with ~~at least~~ (1) one parking space per 1,000 square feet of floor area designed and intended to be accessible regularly by employees, plus ~~one parking space for each company vehicle to be kept on site or~~ (2) one parking space for every one employee, based upon the maximum number of employees on site during the largest shift ~~plus one parking space for each company vehicle to be kept on site, whichever is the greater number of spaces.~~
 - (h) Vibration Study. A Vibration study, in accordance with Section 185-20 C. (2), shall be conducted for existing and as-built conditions to verify compliance with said Section.
 - (i) Noise Study. A Noise Study, in accordance with Section 185-20 C. (3), shall be conducted for existing and as-built conditions to verify compliance with said Section.
 - (j) Decommission/Electronic Waste Plan. A Decommission/Electronic Waste Plan shall be submitted with the conditional use application which outlines procedures for recycling or disposal of server infrastructure, hazardous material, batteries, electronic waste and related products, which will apply in cases where the Data Center is updated or decommissioned. The Plan shall be subject to approval by the Township.
 - (k) Thermal Impact Mitigation Plan. For any new construction of a Data Center use, a Thermal Impact Mitigation Plan shall be submitted with the conditional use application which outlines strategies for waste heat reuse or dissipation. The Plan shall be subject to approval by the

Township. Cool roofs, green roofs/shade trees, and light-colored exterior walls are encouraged to mitigate heat island effects.

Section 5. Severability. If any sentence, clause, section, or part of this Ordinance or of the Zoning Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts hereof. It is hereby declared as the intent of the Board of Supervisors that this Ordinance and the Zoning Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

Section 6. Repealer. All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

Section 7 Codification. Pursuant to the Pennsylvania Municipalities Planning Code, the Hanover Township Zoning Ordinance shall hereby be codified to incorporate the above-referenced amendments.

Section 8. Effective Date. This Ordinance shall take effect five (5) days after its adoption.

Section 9. ENACTED AND ORDAINED this ____ day of _____, 2026.

ATTEST

HANOVER TOWNSHIP
NORTHAMPTON COUNTY,
PENNSYLVANIA

By: _____

Kimberly Lymanstall, Secretary

By: _____

Susan A. Lawless, Chair
Board of Supervisor



Planning Commission
Hanover Township Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017

April 17, 2026

Board of Supervisors
Hanover Township
Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017

RE: Proposed Ordinance Section 185-54 E. (37)

All:

At the April 6, 2026 Planning Commission meeting, the referenced subject was discussed. The following comments and recommendations are offered to the Board for consideration.

Section 185-54 E. (37) (a) (1) Dimensional Standards

"Any lot in which the Data Centers and Data Center Accessory Uses are to be situated shall not be closer than 1,000 feet to any zoning district boundary of the PIBD Zoning District at any point, except that such lot shall not be closer than 500 feet to the Hanover Township/Bethlehem Township common boundary at any point."

The Planning Commission would like clarification of whether the lot boundary or the use is subject to the 1,000 and 500 offsets.

Section 185-54 E. (37) (b) (1) Screening and Fencing

~~"Data Centers and Data Center Accessory Uses shall be totally fenced and screened. The fence shall be chain link fence no less than eight feet high, and the fence shall be set back at least 20 feet from all property lines and shall be set back at least to the building restriction line along the front lot line. The screening of Data Centers and Data Center Accessory Uses shall be at least equivalent to the Township construction standards for a twenty-foot planting screen."~~

The Planning Commission requests that fencing be eliminated as a requirement. Title becomes "Screening" and the narrative changes as above.

Section 185-54 E. (37) (c) Water and Sewer (2)

The water feasibility study shall include the following information at a minimum:

- [a] The projected water demands of the Data Center;
- [b] The source of water to be used;
- [c] A description of how water will be used, including the amount or proportion of water to be used for each purpose (e.g. cooling, humidity control, fire suppression, and domestic usage);
- [d] *Cooling water shall be a closed-loop system with no discharge.*
- [e] The long-term safe yield of the water source;

- [f] A description of the amount or portion of water withdrawn that will be recycled or discharged and by what means;

The Planning Commission requests that the ordinance have an additional bullet point and specify "Water used for cooling purposes shall be a closed-loop system" as indicated above. This is regardless of public or non-public sources of water.

Section 185-54 E. (37) (c) Water and Sewer (4)

The applicant shall demonstrate that adequate means of wastewater disposal, including domestic wastewater and wastewater used for ~~cooling or~~ industrial purposes, have been provided and approved by the Sewage Enforcement Officer of the Township and/or the Pennsylvania Department of Environmental Protection. *Cooling water shall be a closed-loop system with no discharge.*

The Planning Commission requests that the ordinance specify "Cooling water shall be a closed-loop system" as indicated above.

Section 185-54 E. (37) (d) Power Supply

- [1] The Data Center shall connect to the electric grid servicing the Township, currently PJM Interconnect LLC ("PJM"). The applicant shall provide documentation from the applicable electric service provider certifying that the necessary capacity is available, and that electric service provider will serve the Data Center. Known impacts on electric rates or availability for other uses directly attributable to the Data Center project shall be noted.
- [2] *Self-supplied energy sources must be approved by the Township.*
- [3] *The Township encourages the use of renewable energy sources.*
- [4] Emergency generating equipment, either portable or permanently constructed on site, is permitted to be used ~~only~~ during a complete power outage ~~and/or during routine maintenance~~. Such equipment shall not be used as part of, or supplemental to, the full-time energy source for the Data Center.
- [5] *Cycling/Testing of back-up power systems, as part of routine maintenance is acceptable.*

The Planning Commission recommends the additions and changes indicated above.

Section 185-54 E. (37) (e) Emergency Management) (1) (d)

- (d) Ensure that all first responders receive adequate training ~~and equipment~~ specific to the installed system for the Data Center Use, first responders agencies will be reimbursed for ~~required equipment and~~ the time that their first responders spend at the training. *Ensure that any and all fire retardant systems and materials be clearly marked and appropriate warnings be clearly posted.*

The Planning Commission requests that equipment be added to the developer's responsibility and that any and all fire retardant systems and materials be clearly marked and appropriate warnings be clearly posted.

Section 185-54 E. (37) (g) (1)

- [1] Data Centers are to be provided with ~~at least~~ one parking space per 1,000 square feet of floor area designed and intended to be accessible regularly by employees, plus *one parking space for each company vehicle to be kept on site or* one parking space for every one employee, based upon the maximum number of employees on site during the largest shift *plus one parking space for each company vehicle to be kept on site, whichever is the greater number of spaces.*

The Planning Commission recommends that parking requirements be updated to reflect the verbiage above. The Planning Commission also recommends that 185-17 C. be updated to reflect the same language for warehouses.

Section 185-54 E. (37) (h)

The Planning Commission recommends adding a new section requiring "A Vibration study, in accordance with Section 185-20 C, (3) shall be conducted for existing and as-built conditions to verify compliance with the Ordinance."

Section 185-54 E. (37) (i)

The Planning Commission recommends adding a new section requiring "A Noise study, in accordance with Section 185-20 C, (3) shall be conducted for existing and as-built conditions to verify compliance with the Ordinance."

Section 185-54 E. (37) (j)

The Planning Commission recommends adding a new section requiring "A Decommission/Electronic Waste Plan shall be submitted with the conditional use application outlining procedures for safe removal and recycling or disposal of server infrastructure, hazardous material, batteries, electronic waste and related products, which will apply in cases when the data center is updated or decommissioned. The Plan shall be subject to approval by the Township."

Respectfully,

Barry Check
Planning Commission Chairman

BC:jh

Cc: Brien Kocher, Township Engineer
James Broughal, Esq., Township Solicitor
Tracy Luisser, Zoning Administrator
Mark Hudson, Township Manager



CHRISTINA "TORI" MORGAN
Chair

ARMANDO MORITZ-CHAPELLIQUEN
Vice Chair

PHILLIPS ARMSTRONG
Treasurer

BECKY A. BRADLEY, AICP
Executive Director

April 28, 2026

Mr. Mark Hudson, Manager
Hanover Township
3630 Jacksonville Road
Bethlehem, PA 18017

**Re: Zoning Ordinance Amendment – Data Centers & Accessory Data Centers
Hanover Township
Northampton County**

Dear Mr. Hudson,

The application proposes amending the Hanover Township Zoning Ordinance to define "Data Centers" and "Data Center Accessory Uses" as conditional uses in the Planned Industrial/Business District (PIBD) and the conditional use requirements for these uses.

The LVPC supports Hanover Township's proactive effort to address an emerging land use before proposals arrive. That approach is consistent with *FutureLV: The Regional Plan*'s direction to guide the location and intensity of development, match development intensity with infrastructure capacity, and encourage an efficient development process responsive to regional needs (of Policy 1.1).

The Township's proposed ordinance both aligns with best practices for regulating data centers and contains opportunities to improve the ordinance to support public health, safety and welfare.

The following aspects of the proposed ordinance align with *FutureLV*:

- **Conditional Use:** Permitting data centers as a conditional use enables the Township to establish substantial submission criteria and thoroughly evaluate project impacts on a case-by-case basis, supporting 'an efficient development process that is responsive to regional needs' (of Policy 1.4).
- **Buffering:** Large buffer yards for vegetated screening are strong features. These requirements support compatibility with surrounding uses and protection of community character and quality of life by 'promoting context-specific design solutions' (of Policy 5.4). Specifying that buffer yards and berms be planted with 'native, carbon-sequestering, and climate adaptive species' is a best practice (of Policy 3.4).

- **Water and Sewer Impacts:** The proposed ordinance includes substantive utility and infrastructure review. Requiring evidence of water and sewage service, a water resources impact study, Delaware River Basin Commission (DRBC) and Pennsylvania Department of Environmental Protection (DEP) review where applicable, and an electric interconnection agreement reflects *FutureLV's* emphasis on matching development intensity to available infrastructure (of Policy 1.1) and 'minimizes impacts of development to protect the health, safety and welfare of the public' (of Policy 3.2). The Township may wish to include a statement indicating preference for closed-loop cooling systems that recirculate and reuse water. If so, definitions for closed-loop cooling and/or once-through cooling systems should be included in the definition section of the Township's ordinance.
- **Emergency Planning:** The provision requiring an Emergency Response Plan aligns with *FutureLV* by enhancing planning and emergency response capabilities (of Policy 5.1). The LVPC encourages continued coordination between the applicant, Township and local emergency service providers to ensure adequate site design that supports preparedness and response capabilities.
- **Aesthetics:** The aesthetic standards included in the ordinance help to minimize the visual impacts of the scale of buildings on neighboring properties and 'promote context-specific design solutions' (of Policy 5.4).

The LVPC offers additional recommendations for the Township's consideration to further strengthen its regulations and promote public health, safety and welfare:

- **Additional Information:** Due to the complicated and differing configurations of data center uses, the LVPC recommends the Township request the following additional information from the applicant for further review and consideration:
 - Cooling system design, including documentation describing whether the facility will use air, water, evaporative, or hybrid cooling, as these directly affect water demand, noise, and heat exhaust (of Policies 1.1, 3.1, 3.2 and 3.4).
 - Generator and outdoor equipment details, including the number, size, fuel type, sound levels, hours of testing, and screening of any generators or similar equipment (of Policy 3.2).
 - Noise analysis, including expected operational noise from cooling equipment, transformers, generators, or testing events (of Policy 3.2).
 - Lighting plans, including the intensity, shielding, or hours of operation of site lighting associated with the use (of Policy 3.2).
 - Traffic and parking justification, including anticipated trips and traffic generation from employee counts, visitors, service calls, or periodic deliveries (of Policy 2.4).

- **Dimensional Standards:** The LVPC commends the inclusion of a 1000-foot district proximity limit outside of the PIBD zone. The LVPC recommends including an additional layer of regulations by requiring general setbacks at least 500 feet from sensitive receptors, to include residential properties, schools, hospitals, and other uses that could be especially impacted by externalities.
- **Power Supply:** The LVPC recommends adding requirements for any backup power equipment, such as minimizing air pollutant emissions in accordance with Environmental Protection Agency (EPA) Tier 4 emissions standards and requiring annual testing to minimize air quality impacts (of Policy 3.2). Detailed specifications on emissions controls and fuel storage safety measures such as spill-prevention and secondary containment should also be included to ensure public health and environmental safety. The LVPC also recommends including requirements for on-site power generation uses such as fuel-cell power stations, geothermal, and solar photovoltaics. The technology facility industry is moving in the direction of on-site generation, and the Township can further ‘integrate efficiency measures and emerging technologies’, ‘improve the utility and mobility infrastructure of the region’ (of Policy 1.1), and ‘minimize and mitigate the impacts of utility expansion associated with technological advancements’ (of Policy 3.2)

 - Additionally, the definition of Data Center Accessory Use may conflict with the existing regulations the township proposes for solar.
- **Noise:** When proper noise abatement measures are taken by the developer (such as installing sound attenuation walls), noise level at the property line can be significantly reduced. Data Centers are operational 24/7, so noise levels are unlikely to change throughout the day unlike other kinds of industrial uses. The LVPC recommends that the Township consider lowering the permissible maximum decibel level to 55 dB(A) regardless of the time of day, especially where the Data Center borders residential or other non-industrial uses (of Policy 3.2).
- **Environmental Impact:** The Township may consider requiring an environmental impact assessment be submitted by applicants to (1) evaluate impacts of data center developments and (2) to propose mitigation strategies for any adverse effects to air, soil, water quality, groundwater sources, wildlife and habitat, and greenhouse gas emissions. These may be modelled under regular and adverse conditions such as drought, extended power outages and extreme heat. Including these features in the ordinance serves to ‘preserve natural resources in the land development process’ and promotes stewardship of the Township’s and the region’s natural resources (of Policy 3.1)
- **Heat Mitigation:** Because data centers generate significant heat, the Township is encouraged to require applicants to submit a Thermal Impact Mitigation Plan that outlines strategies for waste heat reuse or dissipation, which minimizes environmental impacts of development to protect the health, safety and welfare

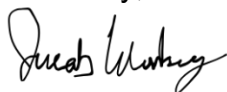
of the public' (of Policy 3.2). Encouraging cool roofs, green roofs/shade trees, and light-colored exterior walls help to mitigate heat island effect and incorporate 'sustainable building, site design and community design practices' (of Policy 3.4).

- **Electronic Waste:** The Township may wish to include procedures for safe removal and recycling or disposal of server infrastructure, hazardous materials, batteries, electronic waste, and related products which supports the goal of FutureLV to 'provide environmentally responsible and economical solid, electronic and hazardous waste disposal and recycling' (of Policy 3.2).
- **Parking:** Because data centers typically have fewer employees than other types of industrial uses, applying parking minimum standards that are typical of other types of industrial uses may lead to overbuilt, unused impervious surfaces that exacerbate stormwater impacts. The LVPC recommends setting a specific parking requirement, such as one space per on-site employee, which supports best-practice contextual standards that match development intensity with appropriate infrastructure capacity (of Policy 1.1) and reduce impervious surfaces and protect water sources (of Policy 3.3)

The LVPC is copying representatives of the Nazareth Area Plan on this review letter to 'coordinate land use decisions across municipal boundaries' as (of Policy 1.4).

Municipalities, when considering subdivision/land developments, should reasonably attempt to be consistent with *FutureLV: The Regional Plan*, as required by the Pennsylvania Municipalities Planning Code (MPC) [Article 1§105, Article III§303, §304 & §306(a), Article VI§603(j)]. The LVPC review does not include an in-depth examination of plans relative to subdivision design standards or ordinance requirements since these items are covered in the municipal review.

Sincerely,



Jacob Weinberg
Community and Regional Planner

Cc:

Bradford Flynn, Bath Borough Manager;
Belinda Roberts, Bushkill Township Manager;
John Defassio, Chapman Borough Secretary/Treasurer;
Lori Stauffer, Lower Nazareth Township Manager;
Stephen Nowroski, Moore Township Manager;
Theresa Fedele, Nazareth Borough Assistant Secretary/Treasurer;
Candace Keller, Stockertown Borough Secretary;
Mark Saginario, Tatamy Borough Manager;
Lisa Klern, Upper Nazareth Township Manager.

HANOVER TOWNSHIP, NORTHAMPTON COUNTY

PROCLAMATION NO. 2026 – 06

RECOGNIZING ARMED FORCES DAY

May 16, 2026

WHEREAS, Armed Forces Day, observed annually, honors the men and women currently serving in the United States Armed Forces; and

WHEREAS, members of the United States Army, Navy, Air Force, Marine Corps, Space Force, and Coast Guard serve with courage, dedication, and a deep commitment to protecting the freedoms and security of our nation; and

WHEREAS, members of our community have answered the call to serve in the Armed Forces, representing Hanover Township with honor and dedication; and

WHEREAS, these brave individuals stand ready to defend our country at home and abroad, often making significant personal sacrifices in service to others; and

WHEREAS, the citizens of Hanover Township recognize and appreciate the service, sacrifice, and unwavering dedication of all active-duty service members and their families; and

WHEREAS, Armed Forces Day provides an opportunity for all Americans to express their gratitude and support for those who serve in uniform.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Hanover Township **does hereby proclaim May 16, 2026, as “Armed Forces Day”** in Hanover Township, and encourages all residents to honor, recognize, and thank the members of the United States Armed Forces for their service, sacrifice, and commitment to our nation.

APPROVED and adopted this 12th day of May 2026.

ATTEST:

HANOVER TOWNSHIP, NORTHAMPTON
COUNTY, PENNSYLVANIA

KIMBERLY R. LYMANSTALL
Secretary – Board of Supervisors

SUSAN A LAWLESS, ESQ.,
Chair – Board of Supervisors

Recreation Policy – 1
Membership for HTCC Required for Usage

It shall be the policy of Board of Supervisors, Hanover Township – Northampton County, that all residents and non-residents who desire usage of the Community Center are required to purchase a membership (basketball, basic, fitness, etc.) to the facility. Day passes are available for residents and non-residents.

Adopted March 10, 2020

Recreation Policy – 2
Use of Community Center Meeting Room

Use of the meeting room(s) in the Community Center shall be on a first come rental basis at the following rates:

Room B or C	\$44.00 per hour
Room A or D	\$55.00 per hour
Room A and B	\$66.00 per hour
Room C and D	\$66.00 per hour
Entire room	\$94.00 per hour

A \$50.00 deposit is required. The remaining balance must be satisfied no later than the day of the event. A \$100 damage deposit is also required. This can be provided in the form of valid credit card information or a \$100 check. The credit card or check are only used in the event that the room is not left in a satisfactory state or if damage has occurred.

Dates and items of scheduled meetings are to be arranged with the Recreation Director or their designee to avoid conflicts.

***Residents receive a 15% discount.**

Adopted March 10, 2020

Recreation Policy –3
Refund Policy for Recreation Department Programs

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County that the Community Center and Recreation Department abide by the following:

Registrations and/or fess are non-transferable and non-refundable.

Exception to this policy applies only if a program or class is cancelled by the Community Center, Recreation Department or a doctor's note is furnished for a medical condition.

Adopted March 10, 2020

Recreation Policy – 4
Membership Specials/Marketing Specials

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County that from time-to-time specials will be offered to promote memberships and programs at the Community Center and in the Recreation Department. These specials are used to increase membership and program registration.

Specials and/or discounts cannot be applied retroactively to membership or programs.

Coupons or discounts (when required) must be presented at the time of purchase.

Adopted March 10, 2020

Recreation Policy – 5
Membership Agreement

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County that memberships at the Community Center have a contract or agreement that provides for memberships lasting one (1) month, three (3) months and one (1) year. This applies to Full Service (Fitness) memberships only. All other memberships: program, snowbird and basic are annual (1 year).

Adopted March 10, 2020

Recreation Policy – 6
Official Requests for Rentals

It shall be the policy of Board of Supervisors that all official requests for rentals will be received on a first come basis as follows:

Permits for Fall/Winter dates will be accepted starting July 1st

Permits for Spring/Summer dates will be accepted starting January 1st

Any requests received prior to these dates will be rejected and returned.

Other rentals – A minimum of fourteen (14) days prior to the scheduled event; when possible we will rent the gym or meeting room on short notice as available and all insurance requirements are on file.

Hanover Township programs, Hanover Township organizations and renewals, will take precedence in scheduling.

Dates are subject to change based on Hanover Township events or maintenance.

Adopted March 10, 2020

Recreation Policy – 7
Gym Rentals

It shall be the policy of the Board of Supervisors, Hanover Township –Northampton County that:

1. Gym rentals will require the following before an application for rental can be approved:
 - a. Gym rentals will require a \$50 deposit. The deposit will be applied to the final balance.
 - b. Provide a valid Certificate of Insurance with Hanover Township – Northampton County listed as an additional insured under their policy for the time of rental, subject to the satisfaction of the Township Solicitor.
 - c. Provide a list of requested dates for the gym use.
 - d. Sign all facility waivers, including signed damage deposit waiver. The community center will retain valid credit card information on a check for the amount of \$100. In the event of damage or unsatisfactory facility conditions, the credit card will be charged or check will be cashed.

2. The following rental prices will be effective January 1, 2026
 - a. Weekday rates
 - i. Full gym for 1 hour - \$75 per hour
 - ii. Half gym for 1 hour - \$55 per hour
 - b. Weekend rates (Saturday & Sunday)
 - i. Full gym for 1 hour - \$75 per hour
 - ii. Half gym for 1 hour - \$55 per hour
 - c. Extended hours – (requires additional hours of operation and staffing)
 - i. Full gym for 1 hour - \$75 per hour
 1. plus a \$25.00 per hour overtime attendant hourly fee.
 - ii. Half gym for 1 hour - \$55 per hour
 1. plus a \$25.00 per hour overtime attendant hourly fee.

3. All approved gym rental requests must sign an agreement of terms with Hanover Township.

4. All approved renters will be required to abide by **Policies and Conditions for Rentals (Recreation Policy 18)**

5. Refund policy for rentals
 - a. Cancellation 30 days or more prior to the scheduled date/event - \$5.00 service charge
 - b. Cancellation 16 - 29 days prior to the scheduled date/event – 50% of rental fees will be due
 - c. Cancellation less than 15 days prior to scheduled date/event – 100% of rental fees will be due

***Residents receive a 15% discount**

Adopted March 10, 2020

Recreation Policy – 8
Refund Policy for Annual Memberships

It shall be the policy of the Hanover Township Community Center to issue refunds on Annual Membership on a prorated basis if the following conditions are met:

Less than 50% of the membership time (membership time is computed from the date of current membership) has lapsed and one of the following conditions is met:

- A medical condition with a letter from a physician

<u>Months Remaining</u>	<u>% of Refund</u>
11	90
10	80
9	70
8	60
7	50
6	40

Adopted March 10, 2020

Recreation Policy – 10
CRPD, Fire Company, Ambulance Corp & Fire Police, Veteran and
Active Duty Military Memberships

It shall be the policy of the Board of Supervisors that members of the following organizations and/or individuals will receive a twenty-five percent (25%) discount on rates at the Community Center:

1. Colonial Regional Police Department
2. Hanover Township Volunteer Fire Company #1
3. Hanover Township Ambulance Corp
4. Hanover Township Fire Police
5. Veterans of the United States Armed Forces
6. Active duty member of United States Armed Forces

Requirements:

- One (1) year of continuous service (1-4)
- Proof of active duty from their superior (1-4)
- Hanover Township Residents (5 & 6)

Adopted March 10, 2020

Recreation Policy – 11
Field Rental Policy

It shall be the policy of Board of Supervisors that all official requests for rentals are on a first come basis for the Township Fields which are identified as follows:

Crawford Park Upper
Crawford Park Lower
Municipal Tract Baseball Field
Municipal Tract Softball Field
Municipal Tract Upper Field
Municipal Tract Lower Field
Pharo Park
First Responders Park Field 1
First Responders Park Field 2
First Responders Park Field 3
First Responders Park Field 4

Permits may be requested for Fall/Winter dates starting July 1st
Spring/Summer permits may be requested starting January 1st

Fall/Winter: September 1st through February 28th
Spring/Summer: March 1st through August 30th

Fees:

Soccer/Lacrosse/Football

- \$20 per field/per two hour window (minimum 2 hours; pro-rate additional time accordingly at \$10 hour)
- \$100 per field/all day use

Baseball/Softball Field and Tennis/Basketball Court Permit Fees

- \$25 Single Use
- \$35 Permit per season plus \$5 per day per field fee
- **Organizations or individuals using Township facilities for camps, tournaments and leagues will be required to pay the Permit fee plus the per day field fee or per participant whichever is greater.**

Any organized team or league must have a permit for field and the following conditions apply. Permits will be issued at the Community Center: Payment is due immediately, list of dates and Certificate of Insurance listing Hanover Township – Northampton County as additional insured, satisfactory to the Township Solicitor (minimum of \$1,000,000) must be provided at time of request.

All approved renters will be required to abide by **Policies and Conditions for Rentals (Recreation Policy 18)**.

Adopted March 10, 2020

Recreation Policy – 12
Township Employee Memberships and Program & Class Fees - Community Center

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to treat Township Employee memberships and Program & Class Fees as follows:

Memberships (including pool, if applicable):

Full-time employees will receive a 50% discount on Community Center memberships.

Part-time employees will receive a 30% discount on Community Center memberships.

Program & Class Fees:

All employees will receive a 30% discount.

All employees will receive a 50% discount for Summer Camp Registration

Adopted March 10, 2020

Recreation Policy – 13
Community Center Membership Fees

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to establish Community Center Membership Fees. Fees effective February 2, 2020 are as follows:

	<u>Resident</u>	<u>Non-Resident</u>
<u>Basic</u>		
Family	\$165.00	\$260.00
Adult	\$100.00	\$155.00
Student	\$85.00	\$130.00
Senior (62+)	\$85.00	\$130.00
<u>Full-Service</u>		
Family	\$585.00	\$860.00
Adult	\$310.00	\$465.00
Student	\$150.00	\$225.00
Senior (62+)	\$150.00	\$225.00
<u>Short term memberships</u>		
Adult	1 Month \$60.00	\$90.00
	3 Month \$100.00	\$155.00
Student	1 Month \$30.00	\$45.00
	3 Month \$50.00	\$75.00

Senior	1 Month \$30.00	\$45.00
	3 Month \$50.00	\$75.00
Family	1 Month \$110.00	\$165.00
	3 Month \$190.00	\$300.00

Program Membership for a family would entitle the family to discounted program rates. The majority of our programs are target age 3 to 12; this would encourage more memberships as we will be increasing the “non-member” program fee. Membership entitles one person to one program **session up to \$60.**

Adopted March 10, 2020

Recreation Policy – 14
Preschool Fees & Tuition Policy

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to establish Preschool Fees and Tuition policy. Policy effective January 1, 2010 is as follows:

- Preschool Application Fee is due in January \$60.00. Fee is non-refundable and entitles student to a basic membership at the Center.
- First week payment due at time of registration
- Weekly, bi-weekly, or monthly payments acceptable.
- When paying the balance on a session, a \$25 late fee is applicable if not received by the due date.
- Registration is on a first-come, first-served basis.

Adopted March 10, 2020

Recreation Policy – 15
Pavilion Rental

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to establish Pavilion Rental fees. All rentals are on a first come basis.

Less than 125 People:

Resident Weekday (Mon-Thur):	\$100
Nonresident Weekday (Mon-Thur):	\$125
Resident Weekend (Fri, Sat, Sun):	\$125
Nonresident Weekend (Fri, Sat, Sun):	\$150

- Rental fees are nonrefundable and must be paid in full.
- Please do not access the Township Municipal Tract and/or Pavilion area through Advent Moravian Church

- If you are bringing a gas grill, a fire extinguisher is required.
- The walking paths are closed to vehicular traffic and not maintained during winter months. When renting the Lion's pavilion, First Responders pavilion, or one of the fields within Hanover Township, you may use the path to 'drop off' supplies, but must exit in a timely fashion. When driving on path, please use 4 way flashers on your car/truck, speed should be less than 5 miles per hour and you should yield to pedestrians using the path.

Additional Rules and Regulations:

1. Upon application for a permit from the Recreation Department, a copy of the rules and regulations must be signed by the applicant.
2. Application should be made no less than 48 hours before use of facility.
3. Anyone may apply for a permit.
4. Parking may be stipulated by Township official and additional parking and security may be required.
5. Designated picnic area, must be cleaned up as approved by Township representative.
6. Barbecue grills must be used in designated areas as stipulated by a Township representative.
7. No open fires. If a gas barbecue grill is used, a fire extinguisher is required.
8. No loitering.
9. No alcoholic beverages allowed.
10. No unauthorized vehicles allowed.
11. Curfew: Applicable policy prevails.

Adopted March 10, 2020

Recreation Policy – 18
POLICIES AND CONDITIONS FOR RENTALS

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to establish Policies and Conditions for Rentals as follows:

1. ALCOHOLIC BEVERAGES and TOBACCO PRODUCTS of any kind are strictly PROHIBITED in the Hanover Township Community Center, Parks and/or Fields.
2. FOOD AND DRINK are NOT PERMITTED in the GYMNASIUM. Please use the designated concession area.
3. Access to facilities/areas, other than the one you are contracted for, are prohibited.
4. On-site staff members of the Community Center are here to assist you, please seek out a staff member when you arrive at your scheduled event, if you are in need of information.
5. Before the rental of a meeting room commences, patrons will be designated 30 minutes of set-up time at no charge. Upon completion of the event, patrons will be allowed 30 minutes past scheduled time for clean-up and departure. Upon completion of the event, the room(s) must be vacated by the designated time or additional charges will be assessed. The room must be cleaned and returned to the condition it was rented. If the room is not suitably clean, entire deposit may be

- forfeited by the Lessee. Any damages that exceed the deposit during the rental will be billed to the Lessee.
6. All participants, coaches, and officials must wear sneakers in the gymnasium.
 7. The Community Center staff will not be responsible for any injuries, damages or stolen property that may occur to Lessee or Lessee's party during any function
 8. The Community Center reserves the right to eject any person(s) who does not act in accordance with Center and/or Township policies, regulations, rules and ordinances.
 9. A copy of your insurance certificate must be given to Hanover Township Community Center. The insurance certificate must list Hanover Township-Northampton County as an additional insured, satisfactory to the Township Solicitor (minimum of \$500,000 liability coverage.)
 10. Due to obligations of the Community Center, times and dates are subject to change.
 11. In case of inclement weather, please visit the Township website or Facebook page for updates.
 12. Cancellation Policy...Cancellations that occur 30 days or more before the scheduled event are penalized a \$5.00 service fee. A cancellation that takes place between 16 and 29 days prior to the event will 50% of the rental and for an event that is cancelled less than 15 days prior to the event will pay 100 % of the cost of the rental. Deposits for rentals are nonrefundable.
 13. Cancellations due to inclement weather will be handled as follows...We will make every effort to accommodate your function for another date and time, however if a new date cannot be agreed upon, no refund will be issued.
 14. The Township requires all athletic group or organization that leases or rents any recreation facility/venue in the Township provide the Township with a statement that their volunteers have been screened and are compliant with Act 153 of 2014, as amended.
 15. As per Gym Rental policy (Recreation Policy 7) gym rentals will require a \$50.00 security deposit to be applied to the end of the contract.
 16. The use of fog machines in the Community Center is prohibited.

Adopted March 10, 2020

Recreation Policy – 19 **Associate Hiring Process**

Interviewing and hiring the appropriate individuals is an important function in the successful operation of the Township and in particular the Recreation Department. All new hires must be interviewed and references screened by either the Recreation Director and/or the Assistant Recreation Directors (unless otherwise directed by the Township Manager).

Applicants

- Must complete and sign **Application for Employment**
 - Application must be completed in its entirety
 - Resumes may be a part of the application package, but not a substitute for application

- All applications must be acknowledged by a form letter (copy maintained with application)
- All individuals hired must be personally interviewed by either the Recreation Director or Assistant Recreation Director
- Hiring decisions rest with the Recreation Director or Assistant Recreation Director
- Individuals not hired must receive a personalized letter indicating that they were not hired and their application will remain active for nine (9) months; copy of letter must be filed with application

Adopted March 10, 2020

Recreation Policy - 20
Associate Payroll Processing
Community Center

Because of sensitive information, all new employee paperwork is to be handled and signed solely by the Recreation Director and/or the Assistant Recreation Director during the entire hiring process (unless otherwise directed by the Township Manager).

New Hires/Rehires

- New (W4) regular community center employees are to receive the following paperwork:
 - Emergency Contact Form
 - Employee Status Change Form
 - Employee Direct Deposit Enrollment Form
 - I-9 Form
 - W-4 Form for current year
 - Workers' Compensation Employee Notification Form
 - Residency Certification for Local Earned Income Tax Withholding Form
 - Act 153 of 2014, as amended complaint:
 - Criminal Background check Authorization Form (PA State Police Criminal Record Check)
 - Childline and Abuse Registry Form
 - FBI Fingerprinting
 - National Sex Offender Registry Clearance
 - Medical – Prescription Enrollment Form (**Full-time only**)
 - Assurant Beneficiary Designation – Dental – Life Insurance Form (**Full-time Only**)
 - Highmark Blue Shield Enrollment Form – Vision Insurance (**Full-time Only**)
 - The Hartford STD/LTD/Voluntary Life Enrollment Form & Beneficiary Designation Form (**Full-time Only**)
 - Principal Financial Life Insurance Beneficiary Designation Form (**Full-time Only**)

- For 1099 employees:
 - Emergency Contact Form
 - Employee Status Change Form
 - I-9 Form
 - Act 153 of 2014, as amended complaint:
 - Criminal Background check Authorization Form (PA State Police Criminal Record Check)
 - Childline and Abuse Registry Form
 - FBI Fingerprinting
 - Worker's Compensation Notification Form
 - Residency Certification for Local Earned Income Tax Form
 - Child Abuse Registry Form

** All employees must have background checks completed every five (5) years.*

- Once the Recreation Director and/or the Assistant Recreation Director has ensured that all paperwork is signed and completed, new hire/rehire paper work is to be brought up only by the Recreation Director and/or the Assistant Recreation Director and given to directly to the Township Secretary.
- The Township Secretary will review all completed paperwork and may request a meeting with the Recreation Director and/or the Assistant Recreation Director for further clarification on employee documents. It is encouraged that the Recreation Director and/or the Assistant Recreation Director meet with the Secretary in person to review large seasonal group hires.
- The Township Secretary, after ensuring that all new paperwork is completed, will hand the employee file to the Township Treasurer to review that wage changes fall within the guidelines set by the Board of Supervisors. The Township Treasurer is to alert the Township Manger to any employee wage or documentation concerns, and may require the Township Manager to sign employee paperwork.
- Employees will not be put in payroll system to be paid unless Employee Status Change form is signed by the Recreation Director and/or the Assistant Recreation Director, the Township Treasurer, and if required, the Township Manager, and a representative of the Board of Supervisors.

Adopted March 10, 2020

Recreation Policy –23
Background Checks

It shall be the policy of the Board of Supervisors that background checks will be conducted on employees or volunteers working with children and/or dealing with recreation programs as required by Act 153 of 2015, as amended.

Payment of fees:

Full Time employees – Township will pay for all three

Part Time - they pay for FBI Fingerprinting, Township pays for other two

Volunteers – Volunteer state clearances are free.

Adopted March 10, 2020

Recreation Policy – 24
Background Checks for all groups using Township facilities

It shall be the policy of the Board of Supervisors that any athletic group or organization that leases or rents any recreation facility/venue in the Township provide the Township with a statement that their volunteers are compliant with Act 153 of 2014, as amended.

Adopted March 10, 2020

2026 PAVING BID OPENING MINUTES

May 6, 2026

The bids for the Hanover Township Road Paving Work were opened at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania, 18017 at 1:00 P.M.

Present for the opening were the Township Manager, Mark Hudson, Public Works Director, Martin Limpar, and Township Secretary, Kimberly Lymanstall.

It was noted that the Bids have been duly advertised and the Secretary has proof of publication.

The following bids were opened:

1. Asphalt Maintenance Solutions, LLC.: 188 Jefferson Street, Emmaus, PA 18049
 - a. 10% Bid Bond enclosed
 - b. Total bid price: \$331,824.71

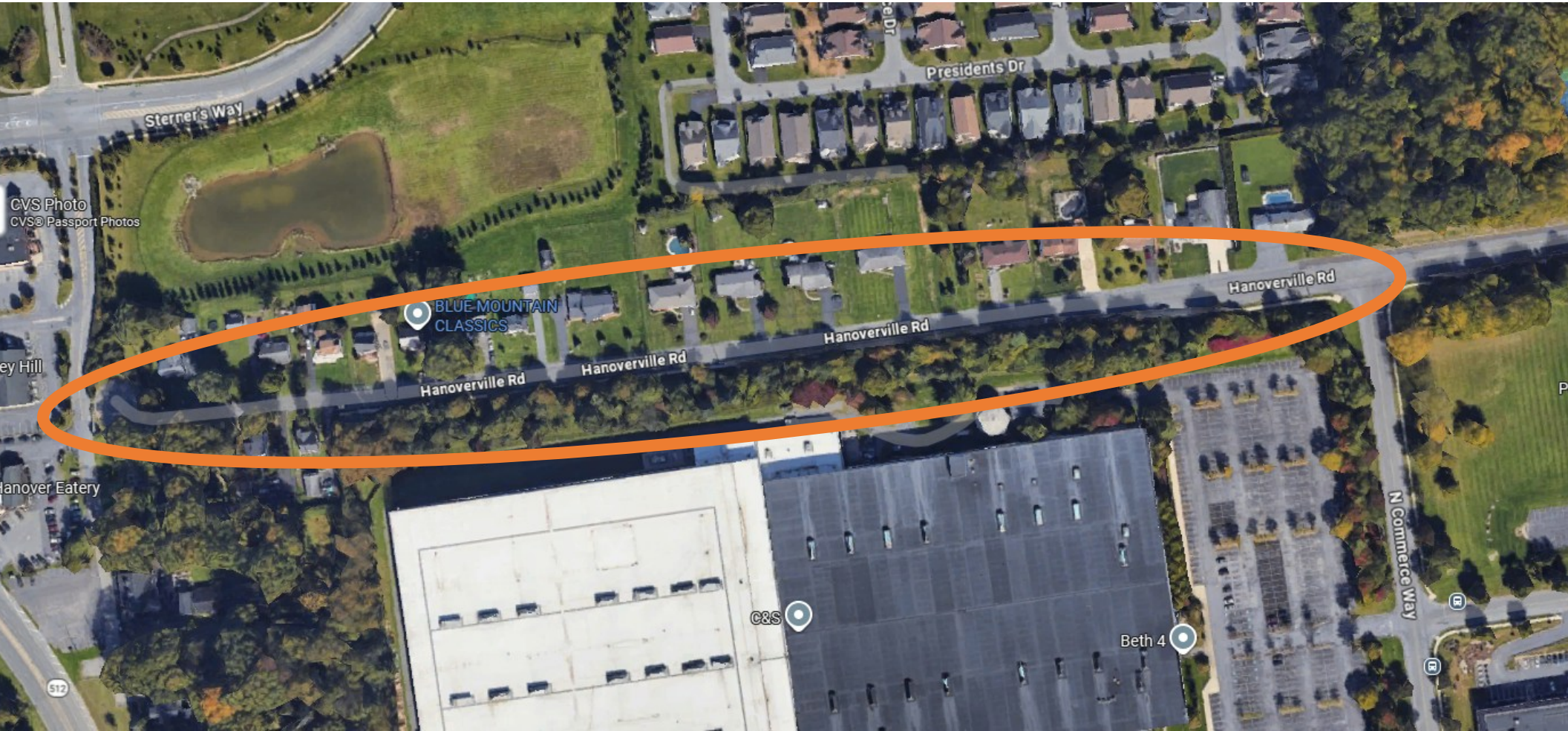
The bid has been tabled until it is reviewed by the Board of Supervisors, Township Solicitor, and Township Manager.

The bid opening concluded at 1:07 P.M.

Kimberly Lymanstall
Township Secretary

Hanoverville Road

N Commerce Way to cul-de-sac
Approximately 1900 feet or .36 Miles





Hanover Street

Weaversville Road to Twp Line
Approximately 1800 feet or .34 Miles