



HanoverEngineering

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September 11, 2026

Mr. Mark Hudson, Township Manager
Hanover Township
Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017-9302

RE: LVIP Lot 13 FedEx
Parking Lot Improvements
Amended Site Plan
Received July 22, 2026
Hanover Project H26-19

Dear Mark:

We have reviewed the above-referenced Plan submission for conformance to the Hanover Township Zoning Ordinance, Subdivision and Land Development Ordinance and other appropriate Ordinances as found in the code of the Township of Hanover, adopted February 12, 2020, as amended. We offer the following comments for the Township's consideration.

All planning issues are indicated by an asterisk (*).

A. SUBMISSION INFORMATION RECEIVED

1. This is the first submission and consists of a thirteen (13) sheet Site Plan set for the approximately 12.98-acre site zoned Planned Industrial/Business Park District (PIBD).
2. The subject property is located on the southern side of North Commerce Way and is Lot 13 of LVIP IV. The lot currently contains an existing FedEx office/warehouse building and associated parking lot and loading areas with a full access driveway along North Commerce Way.
3. The Applicant for the above-referenced site proposes to amend the previously approved FedEx development for an expanded loading area. The Site Plan proposes an additional 13 loading spots and proposes to remove 114 existing parking spaces to accommodate the proposed loading spots.

B. ZONING ORDINANCE – CHAPTER 185

Section 185-14.F – The Zoning Officer shall verify that the proposed fence complies with the current requirements of the Township Ordinance. It is noted the height listed on the detail does not match the plan view label.

- * Sections 185-17.C – The parking space tabulation shall be added to the plan. The parking calculation on sheet 1 calculates 270 required parking spaces for the site. The Applicant proposes to remove 114 parking spaces from the existing 355 spaces for a total of 241 parking spaces; however, we could not verify the quantity of parking spaces to be removed.

A variance would be required from the Hanover Township Zoning Hearing Board to allow for fewer parking spaces than required by the ordinance.

Additionally, the site plan shows 5 parking spaces to be removed on the north side of the building, but the demolition plan only identifies 4 parking spaces to be removed. We are also unable to verify various parking space count labels. Please check and revise as necessary.

- * Sections 185-18.A.(3) – An off-street loading space shall be 12 feet by 40 feet in area. The spaces appear to be 11.5 feet by 60 feet, which would also require a variance.

Sections 185-18.C – A loading space calculation demonstrating compliance with this section shall be added to the plans. Currently, it does not appear that the proposed loading spaces meet the requirements of this section.

Sections 185-22.C.(1)(c) – The location, dimensions and labels of all existing and proposed driveways and structures shall be added to the plan.

Sections 185-22.E – The applicant shall provide a trip generation summary to determine the need for a Traffic Impact Study and any corresponding Traffic Impact Fees. The Township shall verify if the prior Impact Fees were paid and determine if additional fees are required.

- * Section 185-33.C(2).(3) – The developer shall clearly identify adequate internal circulation for the largest anticipated vehicle, including deliveries and emergency services throughout the site. The developer shall also identify the proposed location for truck staging and queuing and demonstrate that such activities will not obstruct site access, internal circulation, gated areas, loading areas, or fire lanes.

Sections 185-35.F.(2) – The minimum lot width shall be noted and dimensioned on the site plan.

Sections 185-35.F.(3) – The required front, side, and rear yard and parking setback lines shall be shown and dimensioned on the Site Plan.

C. SUBDIVISION AND LAND DEVELOPMENT ORDINANCE – CHAPTER 159

Section 159-4.B – The developer shall title the plan as a “Land Development”, in accordance with this section.

Section 159-16.D – The developer will be required to meet the Township Recreation and Open Space Area requirements. The Township shall verify if the prior land development fees were paid and determine if additional fees are required.

- * Section 159-17 – The developer shall provide a landscaping plan. The landscaping plan shall identify the existing and proposed plants, including size and type. The developer shall install one shade tree for every existing tree or shade tree removed as a result of the development’s construction. There are 17 trees proposed to be removed, and no trees proposed to be replanted. The Applicant shall address any comments from the Shade Tree Advisory Board.

Section 159-23 – The developer shall identify all existing and proposed utilities, including connection and termination areas.

Section 159-24 – The developer shall identify existing and proposed streetlights, pathway lights and site lighting, with illumination levels and installation details on the plans.

Sections 159-28.B and 159-29.D.(14) – No parking fire zones shall be provided to the satisfaction of the Township Fire Marshall. The Applicant shall satisfactorily address any comments from the Township Fire Marshall.

Section 159-28.C. – The developer shall clearly identify adequate internal circulation for the largest anticipated vehicle, including deliveries and emergency services throughout the site. The developer shall also identify the proposed location for truck staging and queuing and demonstrate that such activities will not obstruct site access, internal circulation, gated areas, loading areas, or fire lanes.

Section 159-29 – A preliminary plan shall be submitted for all land developments. The plan shall be labeled as a “Preliminary Land Development Plan”.

Section 159-29.B.3 – Each plan sheet shall be numbered to show its relation to the total number of sheets in the plan set.

* Section 159-29.C.(1) – All existing and proposed features within 200 feet of any part of the property shall be identified in the plan views including applicable natural and man-made features. In addition, the applicant shall clearly differentiate existing and proposed features on the plan. Proposed features shall be identified with heavy line type, and the plan legend shall clearly indicate the line types used for existing and proposed features.

* Section 159-29.C.(2) – The developer shall provide existing and proposed contour lines on the plan.

Section 159-29.C.(5) – All existing easements shall be identified on the plan.

* Sections 159-29.C.(3) and 159-29.C.(6)(a) – The species and trunk diameter (4 ½ feet above grade) of all existing trees and shade trees on the property shall be identified.

Section 159-29(D)(1) – The project address shall be clearly added on the plan.

Section 159-29.D.(8) – The developer shall clearly identify and label all existing and proposed utilities on the plan.

Section 159-29(D)(11)&(12) – The developer shall provide typical cross sections, details and specifications which comply with Township Construction Standards, Chapter 67.

Sections 159-29.E. – The Developer shall provide documentation of water and sewer service availability and compliance with outside agency approvals.

Section 159-29.(E)(6) – The developer shall clearly delineate and label the Limit of Disturbance (LOD) area on the E&S plan.

Sections 159-29.F(1) – The Owner's Certification shall be added to the cover sheet, and the owner(s) shall sign the Owner's Certification(s).

Sections 159-29.F.(2) – The Engineer's Certification shall be added the cover sheet, and the design engineer shall sign and seal the Engineer's Certification.

Sections 159-29.F.(3) – The Planning Commission approval signature block shall be added to the cover sheet.

Sections 159-29.F.(4) – The Lehigh Valley Planning Commission Certification shall be added to the cover sheet.

Sections 159-29.F.(5) – The Township Engineer signature block shall be added to the cover sheet.

Sections 159-29.F.(6) – The Board of Supervisors Approval signature block shall be added to the cover sheet.

Section 159-30.C.(5) – Building restriction lines with distances from the right-of-way shall be added to the plans.

Section 159-30.C.(7) – Lot dimensions, including lot width, and all required dimensions and distances shall be added to the plans. Clearly dimensions all applicable property and lot lines, setbacks, building restriction lines, streets, right-of-way widths, driveways, sidewalks, easements utilities and any proposed improvements.

Section 159-30.C.(9) – The date for the anticipated start of construction and completion of all proposed improvements shall be added to the plans.

Sections 159-30.D.(5) and 159-36.F.(1) – The Applicant shall execute an Improvements Agreement and provide financial security for the proposed improvements prior to Final Record Plan approval.

Section 159-30.E.(8) – Individual plan sheets to be recorded shall be identified on the plans. Each plan sheet that is designated to be recorded shall add the official recording of plan signature block included in this section.

Section 159-40.G – The Owner shall sign and notarize the Owner's Acknowledgement.

Section 159-44 – The plan set cover sheet shall reference all approvals or relief granted, including any deferrals, waivers or variances associated with the original Land Development Plan set.

**D. STORMWATER MANAGEMENT ORDINANCE – CHAPTER 152,
ORDINANCE NO. 19-1**

An updated drainage area plan shall be submitted for the entire site including the proposed trench drain, to ensure compliance with the previously approved drainage plan.

The Applicant shall demonstrate that the proposed/existing 12” PVC pipe from the trench drain has adequate capacity for the newly proposed flows.

E. GENERAL COMMENTS

- Details for the proposed trench drain shall be added to the plan.
- Provide clarification if the 4 proposed 12’x30’ spaces are to be included in the parking tabulation?
- The site plan labels the proposed fence as 8-feet tall, but the detail labels the fence as 6-feet tall. Please clarify.
- The developer shall provide traffic control signage and pavement markings on a layout plan to be recorded with all details.
- The developer shall identify the areas of proposed pavement and pavement areas to be eliminated.

If you have any questions concerning this matter, please contact the undersigned.

Respectfully,

HANOVER ENGINEERING

James A. Milot

James A. Milot, TSOS, TOPS

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Enclosure(s)

cc: Hanover Township Board of Supervisors
Hanover Township Planning Commission (via email)
Ms. Tracy Luisser, Zoning Administrator (via email)
James L. Broughal, Esquire (via email)
Mr. Blair Bates, Hanover Township Shade Tree Advisory Board (via email)
Mr. Michael W. Stasak Jr., Recreation Advisory Board (via email)
Mr. Steve Elton, Hanover Township Fire Marshall (via email)
Mr. Joe Petrucci, (via email)
David A. Clark, P.E., C.M.E., CP Engineers (via email)