

CHASE BANK AT ROMA

MAJOR PLAN 2025-104

Planning Commission, 12/11/2025

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Memorandum

TO: PLANNING COMMISSION

FROM: David Manhardt, AICP, Director of Community Development

SUBJECT: CHASE BANK AT ROMA
MAJOR PLAN 2025-104
SKETCH PLAN REVIEW

DATE: December 5, 2025

COPIES: BOARD OF COMMISSIONERS, T. PETRUCCI, D. MANHARDT, J. ZATOR, ESQ., J. ALDERFER, ESQ, A. TALLARIDA, E. BETT, APPLICANT, SUB. FILE 2025-104

Location and Intent

An application to further develop the property located at 1603 N. Cedar Crest Boulevard, PIN No. 548734864802. The plan is proposing land development review for the addition of the dumpster and the connection to the Cedar Crest Boulevard right-of-way, on the 1.36-acre tract with an existing bank building. The property is served by existing public water and public sewer and zoned GC-1 General Commercial District. Roma II Revocable Trust - Elizabeth Roma Swallow, Trustee, is the owner and Bohler Engineering, PA LLC (Authorized Agent) is the applicant.



Previous Township Consideration

Approved as Commerce Bank/Pennsylvania, N.A. Major Subdivision (2005-104) on September 7, 2005, by Resolution No. 2005-53.

Reviewing Agencies Comments Summaries

Township Engineer

The comments of the Township Engineer are contained in Mr. Anthony Tallarida's review dated December 3, 2025. His comments pertain to frontage improvements, easement information, slopes, ramps, landings, waiver requests, water and sewer, parking, traffic, and additional Township policies.

Township Water & Sewer Engineer

The comments of the Township Water and Sewer Engineer are contained in Mr. Jason Newhard's review dated November 24, 2025. He has no comments at this time.

Township Geotechnical Consultant

The comments of the Township Geotechnical Consultant are contained in Mr. Christopher Taylor's review dated December 2, 2025. His comments pertain to plan notes, soil types, mapped limits, and sinkhole mitigation.

Township Lighting Consultant

The comments of the Township Lighting Consultant are contained in Ms. Erin Hilbert's review dated December 3, 2025. She has no comments as a lighting plan was not submitted.

Public Works Department

The comments of the Township Public Works Department are contained in Mr. Herb Bender's review dated December 3, 2025. His comments pertain to easements.

Public Safety Committee

The comments of the Public Safety Commission, Fire Marshall are contained in Mr. John Frantz's review dated November 18, 2025. He has no comments at this time.

Landscape and Shade Tree Commission

The Landscape and Shade Tree Commission will review the plans at their December 15, 2025 meeting.

Parks and Recreation Board

The Parks and Recreation Board will review the plans at their January 12, 2026 meeting.

Lehigh Valley Planning Commission

The comments of the Lehigh Valley Planning Commission have not been received at this time.

Lehigh County Conservation District

The comments of the Lehigh County Conservation District have not been received at this time.

Pennsylvania Department of Transportation

The comments of the Pennsylvania Department of Transportation have not been received at this time.

Lehigh and Northampton Transit Agency (LANTA)

The comments of the Lehigh and Northampton Transportation Agency are contained in Ms. Molly Wood's review dated November 19, 2025. She has no comments at this time as they do not serve the frontage directly.

South Whitehall Planning Document Review

The comments of the South Whitehall Township Planning Document Review are contained in Mr. Christopher Stroehler's review dated December 3, 2025. His comments pertain to Official Map and Township Comprehensive Plan.

Zoning Review

The comments of the South Whitehall Township Zoning Officer are contained in MR. David Manhardt's review dated December 3, 2025. His comments pertain to parking and queuing.

Community Development Department Recommendation

Township Subdivision and Land Development Ordinance (SALDO) offers the following pertinent descriptions of Sketch Plans and the roles of the Planning Commission in the review of them:

§ 312-19. Sketch plan: submission procedure.

A. Submission. The sketch plan stage is designed to offer the applicant an opportunity to informally discuss his plans for a proposed minor plan with the Township Planning Commission and Township Engineer. The plan will be reviewed for general scope and layout, for conformity with applicable Township requirements and the Township Comprehensive Plan, and for conditions which might affect the implementation of the subdivision. An applicant seeking a sketch plan review shall submit the required number of prints of the sketch plan and all required supporting documents as specified in § 312-20 to the Department of Community Development.

D. Nature of opinion. The providing of an opinion regarding a sketch plan by the Township Planning Commission shall not constitute approval of a plan but rather an expression of the Planning Commission's opinion of the layout submitted to be used as a guide to the preparation of the minor plan. Such an opinion does not authorize the installation of any improvements nor the selling or transfer of any lots nor the leasing or renting of any space

The Department recommends that the applicant utilize the comments of the reviewing agencies and those of the Planning Commission to assist in the preparation of the preliminary plans.

Planning Commission deadline to act on the plan: Not applicable to Sketch Plans

Board of Commissioners deadline to act on the plan: Not applicable to Sketch Plans

Township Engineer Review

Mr. John G. Frantz, CFEI, BCO
Fire Marshal, Building Code Official
South Whitehall Township

Jennifer R. Alderfer, Esq.
Director of Legal Affairs
South Whitehall Township

Ms. April Wilk
Land Development Coordinator
South Whitehall Township

Joseph A. Zator, II, Esq.
South Whitehall Township Solicitor
KingSpry

Ms. Amanda Albano, P.E.
Project Manager
Bohler Engineering PA, LLC

Ms. Elizabeth Roma Swallow
Trustee
Roma II Revocable Trust

(all via e-mail)

Mr. Ronald J. Gawlik, PE, Township Engineer

REPORT:

South Whitehall Township Ordinances:

Zoning Ordinance (ZO) – adopted by the SWT Board of Commissioners 4-5-2017 by Ord. No. 1018 Amendments noted where applicable;

Subdivision and Land Development Ordinance (SALDO) – amended and restated in its entirety 4-19-2017 by Ord. No. 1019;

Stormwater Management Plan (SMP) – amended in its entirety 9-21-2022 by Ord. No. 1066.

See attached list for documents reviewed.

Proposal:

Sketch Plan for renovation to the existing Chase Bank at 1603 Cedar Crest Boulevard;

Development consists of:

Dumpster addition south of the existing building;

Sidewalk connection from the Bank site to the sidewalk along Cedar Crest Boulevard;

Minor changes to the parking area and pavement striping (no change in impervious surface is proposed).

GC-1 General Commercial Zoning District;

TND – Commercial Retrofit Overlay District;

Public water and sewer services.

Waivers/Deferrals/Variances Granted:

A Waiver Request Response Letter has been issued under separate cover, dated December 3, 2025. As this is a Sketch Plan, no relief should be granted at this time.

Recommendation:

We offer the attached comments to assist in the preparation of Preliminary/Final Plans. The Plans should address these comments as well as the requirements of the SALDO, the ZO, and other applicable regulations.

mjg/laf

Enclosures

THE PIDCOCK COMPANY

South Whitehall Township
Chase Bank
1603 N. Cedar Crest Boulevard
Major Plan #2025-104
Sketch Plan Review

December 3, 2025

REVIEW COMMENTS

1. The recently constructed improvements to the adjacent road network should be shown on Existing Conditions Plans. It should be determined, based upon the construction, if any frontage improvements are necessary (SALDO §312-26(a), §312-35(b), §312-36, and §312-40 pertain). Also, clarify the easement information along the Cedar Crest Boulevard frontage;
2. The following are comments concerning accessibility on the land development site plans. The review is based on Chapter 11, Appendix E and related accessibility provisions of the 2018 International Building Code (IBC) adopted by the Pennsylvania Construction Code Act 45 as amended (PAUCC), Accessible and Usable Buildings ICC A117.1 2017 (ICC A117.1) referenced in the IBC, and the Pennsylvania Department of Transportation Publication RC-67M (PennDOT RC-67M):
 - a. Revise the slope of the landing at Cedar Crest Boulevard to not exceed 2 percent (slopes of 2.8 percent are provided), ICC §405.7.1;
 - b. Revise the slope of the proposed sidewalk between the parking area and sidewalk along Cedar Crest Boulevard to not exceed 5 percent, ICC §403.3; and
 - c. The Township's Accessibility Code Official may have additional review comments during building permitting. We recommend contacting the Code Official to confirm the above comments and any other applicable accessibility requirements. Review with the Code Official the details of the ramps, and landings, as well as the locations and exterior grades of accessible means of egress.
3. Show the GC-1/R-10 Zoning District boundary to the north on the plan;
4. We note the following Traffic Related Comments:
 - a. Provide truck turning templates (trash, fire, and delivery) for the site as part of the Preliminary Plan submission to demonstrate the driveway radii are adequate to handle trucks entering and exiting the site without impeding oncoming traffic. In addition, truck turning templates should be provided demonstrating the ability of trucks to maneuver through the site (trash trucks to/from trash dumpster, fire truck around building, and delivery vehicles to designated loading zone or delivery area); and

- b. Expand the plan to show the vehicle stacking ability at the drive thru. Vehicle stacking should be in accordance with ZO §350-42(c).
5. Address the following Sketch Plan related items:
 - a. Provide Plans to LANTA and United States Postal Service, SALDO §312-10(a)(6) and §312-10(a)(7);
 - b. Provide an executed Applicant's Statement, SALDO §312-10(b)(4);
 - c. Identify the type of water distribution and sanitary disposal systems on the Site Data Table, SALDO §312-10(b)(5)(d) and §312-10(b)(5)(e);
 - d. Clearly show the location of the benchmark, SALDO §312-10(b)(8);
 - e. Provide property boundaries within 200 feet of the site, SALDO §312-10(b)(10); and
 - f. Identify any staging (if applicable), SALDO §312-10(b)(11).
6. Address any concerns of the Public Safety Commission. We have not reviewed and would defer to the Township Fire Marshal and emergency response personnel regarding the acceptability of emergency access, the requirements for fire protection systems, etc.;
7. Address any concerns of the Landscape and Shade Tree Commission; and
8. Address any concerns of the Public Works Department regarding the sanitary sewer and water services, SALDO §312-10(b)(5)(D) and §312-10(b)(5)(E).

The comments noted above are the result of our engineering review. We have not reviewed items associated with zoning, legal, geotechnical, lighting, water/sanitary sewerage systems, environmental, building code, public safety, zoning, and other non-engineering issues, which should be reviewed by the appropriate Township Staff and Consultants.

THE PIDCOCK COMPANY

South Whitehall Township
Chase Bank
1603 N. Cedar Crest Boulevard
Major Plan #2025-104
Sketch Plan Review

List of Plans and Supplemental Information
Prepared Bohler Engineering PA, LLC
and dated June 19, 2025, except as noted

1. Cover Sheet, Sheet C-101;
2. General Notes, Sheet C-102;
3. Existing Conditions/Demolition Plan, Sheet C-201 (cursory review only);
4. Site Plan, Sheet C-301;
5. Grading Plan, Sheet C-401;
6. Project Narrative, dated June 23, 2025; and
7. Waiver request letter, dated September 29, 2025.

In addition, we have received the following information in support of the Application:

1. Subdivision & Land Development Review Application, dated September 29, 2025.

Township Water & Sewer Engineer Review

November 24, 2025

Mr. David Manhardt, AICP
Director of Community Development
South Whitehall Township
4444 Walbert Avenue
Allentown PA 18104

Re: Chase Bank at ROMA
Land Development #2025-104
SSM File 103400.0128

Dear Mr. Manhardt:

This correspondence provided as a review of the Sketch Plan for the above referenced project dated 6/19/2025.
We have the following comments regarding the water and sanitary sewer utilities:

Water Comments:

1. No comments at this time.

Sanitary Sewer

1. No comments at this time.

Please contact us should you have any questions or require any additional information regarding our comments.

Sincerely,
Spotts, Stevens and McCoy



Jason M. Newhard, CCM, LO
Director, Environmental Engineering
jason.newhard@ssmgroup.com

cc: SWT, PW

Township Geotechnical Consultant



HanoverEngineering

252 Brodhead Road • Suite 100 • Bethlehem, PA 18017-8944
Phone: 610.691.5644 • Fax: 610.691.6968 • HanoverEng.com

December 2, 2025

Mr. David Manhardt, AICP
Director of Community Development
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104-1699

RE: Geotechnical Engineering Review of
Provided Documents
Chase Bank at Roma
Major Plan 2025-104
South Whitehall Township, Lehigh County,
Pennsylvania
Hanover Project SWT25-11(011)

Dear Mr. Manhardt:

Hanover Engineering has reviewed the information received on November 14, 2025, via email. Reviewed documents pertaining to the geotechnical aspects of the proposed project at the above-referenced site consisted of the following, as prepared by Bohler Engineering:

1. Transmittal cover letter referenced as "Minor Sketch Plan Initial Submission" with a Project Narrative section, dated June 23, 2025.
2. Engineering Plan set entitled "Sketch Plans for Corestates, Inc", Sheets C-101, C-102, C-201, C-301, and C-401, dated June 19, 2025, unrevised.

Based on our review, it is our understanding that the subject property currently exists as a single tax parcel 1.36 acres in size located at 1603 Cedar Crest Boulevard, adjacent to the Roma Corporate Center. The property contains an existing bank building to remain. The Transmittal Letter/Project Narrative states that interior and exterior renovations are proposed to the bank building. The exterior renovations include creation of an ADA pathway from the bank building to the Cedar Crest Boulevard right of way with associated milling and overlay of adjacent paved areas. The other exterior renovation entails the addition of a dumpster and construction of curbing in the immediate area of the dumpster.

This is a first submission of these documents to this office for review. We offer the following comments:

1. SALDO Section 312.12(B)(18): Provide and label the location of all significant features listed or provide a note stating which features do not exist on the site.
2. SALDO Section 312.12(B)(22): Provide soil types and mapped limits on the plans. A data table of characteristics shall be provided.

Mr. David Manhardt, AICP
Director of Community Development

2

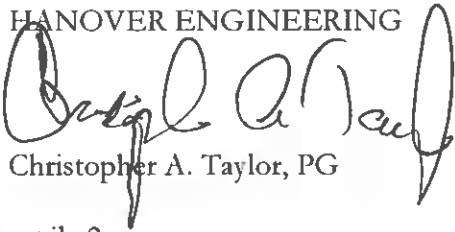
December 2, 2025

3. Provide sinkhole mitigation details/notes/specifications and the procedures to be followed upon sinkhole discovery.

We trust that this is the information that you require. Should you have any questions or concerns regarding this information, please do not hesitate to contact our office.

Respectfully,

HANOVER ENGINEERING



Christopher A. Taylor, PG

cat:jlw2

S:\Projects\Municipal\WhitehallTownship\Swt25-11(011)-ChaseBankAtRomaMajorPlan2025-104\Docs\12-02 25 GeotechnicalEngReviewLtr.doc

cc: Mr. Herb Bender, Director of Township Operations (via email)
Ms. April Wilk, Land Development Coordinator (via email)
Mr. Anthony Tallarida, PE, The Pidcock Company (via email)
Mr. Mark Gnall, PE, The Pidcock Company (via email)
Ms. Amanda Albano, PE, Authorized Agent, Bohler Engineering
Mr. Matthew Kearse, PE, Bohler Engineering

Township Lighting Consultant

From: [Erin Hilbert](#)
To: [April Wilk](#)
Cc: [Rob Malehorn](#); [David Manhardt](#); mgnall@pidcockcompany.com; [Anthony F. Tallarida](#)
Subject: RE: SWT - PLANNING COMMISSION MEETING MATERIALS - December 11, 2025
Date: Wednesday, December 3, 2025 7:50:59 AM
Attachments: [image002.png](#)

April,

We do not have any review comments for Chase Bank @ Roma and Al-Ahad Islamic Center projects. These projects do not indicate lighting will be included for the proposed projects.

Please let us know if you have any questions.

Erin Hilbert
Electrical CAD/Revit Drafter
Snyder Hoffman Associates, Inc.

From: April Wilk <wilka@southwhitehall.com>
Sent: Friday, November 14, 2025 12:25 PM
To: Rob Malehorn <rmalehorn@snyderhoffman.com>; John G. Frantz <frantzj@southwhitehall.com>; Molly Wood <mwood@lantabus-pa.gov>; Christopher Stroehler <strohlerc@southwhitehall.com>; Herb Bender <benderh@southwhitehall.com>; Mike Elias <eliasm@southwhitehall.com>; Stephen Brown <sgb@swtpd.org>; Frank Lombardo <lombardof@swtpd.org>; newhard, jason <jason.newhard@ssmgroup.com>; Christopher A. Taylor (ctaylor@hanovereng.com) <ctaylor@hanovereng.com>; Anthony F. Tallarida <atallarida@pidcockcompany.com>; Erinn Bet <ebet@pidcockcompany.com>; Mark Gnall(mgnall@pidcockcompany.com) <mgnall@pidcockcompany.com>; Erin Hilbert <ehilbert@snyderhoffman.com>
Cc: ksebia@kingspry.com; Jennifer Alderfer <alderferj@southwhitehall.com>; Tom Petrucci <petruccit@southwhitehall.com>; David Manhardt <manhardtd@southwhitehall.com>
Subject: SWT - PLANNING COMMISSION MEETING MATERIALS - December 11, 2025

Good afternoon,

We received submission materials for **Chase Bank @ Roma and Al-Ahad Islamic Center** for the December 11, 2025, Planning Commission Meeting and I have uploaded those materials to One Drive for your review via the link below.

[☐ SWT 2025.12.11 PLANNING COMMISSION](#)

Comments are required by 12:00 p.m. on Wednesday, December 3, 2025, for the December 11, 2025, Planning Commission meeting.

Should you require a hard copy of any of the documents, I will have them for pick-up in Community Development on Tuesday, October 14, 2025.

Thank you.

Best,

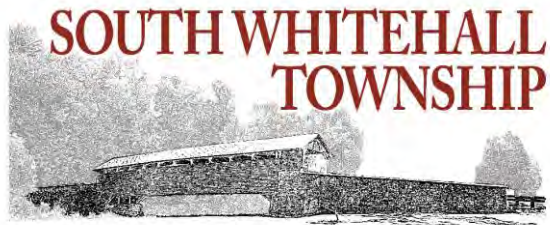
April Wilk, Paralegal

Land Development Coordinator
Zoning Hearing Board Coordinator
South Whitehall Township
4444 Walbert Avenue
Allentown PA 18104
610-398-0401, x234
www.southwhitehall.com



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Public Works Department Review



INTEROFFICE MEMORANDUM

TO: DAVE MANHARDT, DIRECTOR OF COMMUNITY DEVELOPMENT

FROM: HERB BENDER, PUBLIC WORKS MANAGER

DATE: DECEMBER 3, 2025

SUBJECT: 2025-104 CHASE BANK AT ROMA

The Public Works Dept. reviewed the above project and has the following comments:

1. Please note that the utility easement on property is a private easement and is not owned by SWT.

Public Safety Department

From: [John G. Frantz](#)
To: [April Wilk](#)
Cc: [David Manhardt](#)
Subject: Chase Bank, 2025-104
Date: Tuesday, November 18, 2025 10:14:03 AM

April,

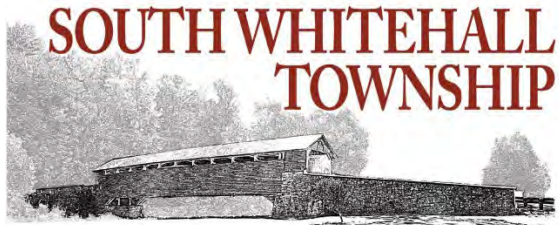
I have no comments to this plan.

John G. Frantz, CFEI, BCO

Fire Marshal, Building Code Official
South Whitehall Township
4444 Walbert Avenue
Allentown PA 18104-1699
610-398-0401 (office)
610-398-1068 (fax)
www.southwhitehall.com

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Landscape and Shade Tree Commission



MEMORANDUM

TO: Planning Commission
FROM: Chris Strohler, Long-Range Planner
DATE: December 3, 2025
SUBJECT: Subdivision Plan Review
Chase Bank at Roma
Major Plan 2025-104 (Sketch)
Plan Dated June 19, 2025

COPIES: D. Manhardt, A. Wilk, A. Tallarida, E. Bett, J. Alderfer, Esq.,
Applicant

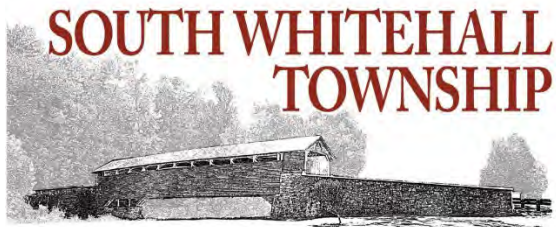
This project will be submitted to the Landscape and Shade Tree Commission for review at their December 15, 2025 meeting.

Respectfully submitted,

Christopher Strohler

Christopher Strohler, AICP
Long-Range Planner, Community Development Department

Parks and Recreation Board



MEMORANDUM

TO: Planning Commission
FROM: Chris Strohler, Long-Range Planner
DATE: December 3, 2025
SUBJECT: Subdivision Plan Review
Chase Bank at Roma
Major Plan (Sketch) 2025-104
Plan dated June 19, 2025

COPIES: D. Manhardt, Zoning, A. Wilk, A. Tallarida, E. Bet, J. Alderfer,
Esq., Applicant

This plan will be submitted to the Parks and Recreation Board for their review at their January 12, 2026 meeting.

Respectfully submitted,

Christopher Strohler

Christopher Strohler, AICP
Long-Range Planner, Community Development Department

Lehigh and Northampton Transit Agency (LANTA)

From: [Molly Wood](#)
To: [April Wilk](#)
Subject: RE: SWT - PLANNING COMMISSION MEETING MATERIALS - December 11, 2025
Date: Wednesday, November 19, 2025 11:35:58 AM
Attachments: [image003.png](#)
[image004.png](#)

Good morning April,

I just reviewed the submitted plans for Roma Chase Bank and the Al-Ahad Islamic Center, and wanted to confirm that there is indeed existing sidewalks along the Walbert Ave frontage for Chase Bank and along Ridgeview Dr for Al Ahad Islamic Center, respectively. They weren't indicated as existing in the plan but can see on googlemaps that they are. Since we do not directly serve the frontage of these two locations, we do not have any comments to the plan, since it appears that the sidewalk network is already in place. Please confirm when you get a chance.

Thanks,
Molly



Molly S. Wood, AICP

Planner/Land Use Specialist
Lehigh and Northampton Transportation Authority
1060 Lehigh Street, Allentown, PA 18103
PH: 610-439-1376
mwood@lantabus-pa.gov
www.lantabus.com

From: April Wilk <wilka@southwhitehall.com>
Sent: Friday, November 14, 2025 12:25 PM
To: rmalehorn@snyderhoffman.com; John G. Frantz <frantzj@southwhitehall.com>; Molly Wood <mwood@lantabus-pa.gov>; Christopher Strohler <strohlerc@southwhitehall.com>; Herb Bender <benderh@southwhitehall.com>; Mike Elias <eliasm@southwhitehall.com>; Stephen Brown <sgb@swtpd.org>; Frank Lombardo <lombardof@swtpd.org>; newhard, jason <jason.newhard@ssmgroup.com>; Christopher A. Taylor (ctaylor@hanovereng.com) <ctaylor@hanovereng.com>; Anthony F. Tallarida <atallarida@pidcockcompany.com>; Erinn Bet <ebet@pidcockcompany.com>; Mark Gnull(mgnall@pidcockcompany.com) <mgnall@pidcockcompany.com>; Erin Hilbert <ehilbert@snyderhoffman.com>
Cc: ksebia@kingspry.com; Jennifer Alderfer <alderferj@southwhitehall.com>; Tom Petrucci

<petruccit@southwhitehall.com>; David Manhardt <manhardtd@southwhitehall.com>

Subject: SWT - PLANNING COMMISSION MEETING MATERIALS - December 11, 2025

Warning! This email has been received from an external domain. Do not click any links or open any attachments unless you are expecting such a message with an attachment from this sender. Original Message:

Good afternoon,

We received submission materials for **Chase Bank @ Roma and Al-Ahad Islamic Center** for the December 11, 2025, Planning Commission Meeting and I have uploaded those materials to One Drive for your review via the link below.

 [SWT 2025.12.11 PLANNING COMMISSION](#)

Comments are required by 12:00 p.m. on Wednesday, December 3, 2025, for the December 11, 2025, Planning Commission meeting.

Should you require a hard copy of any of the documents, I will have them for pick-up in Community Development on Tuesday, October 14, 2025.

Thank you.

Best,

April Wilk, Paralegal

Land Development Coordinator
Zoning Hearing Board Coordinator
South Whitehall Township
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Allentown PA 18104
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www.southwhitehall.com



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South Whitehall Planning Document Review

SOUTH WHITEHALL TOWNSHIP

4444 Walbert Avenue, Allentown, PA 18104-1699
www.southwhitehall.com • 610-398-0401

December 3, 2025

Amanda Albano
1515 Market Street, Suite 920
Philadelphia, PA 19102
aalbano@bohlereng.com

RE: *Chase Bank at Roma*
Major Plan #2025-104
Request For Sketch Plan Review

Dear Amanda:

The purpose of this letter is to report on planning and non-engineering related comments including consistency with South Whitehall Township plans and policies. My comments follow:

Official Map & Comprehensive Plan

1. The Official Map depicts the subject parcel in an area with karst geology. Any future earth disturbance will need to be reviewed by the Township's Geotechnical Consultant.
2. The Comprehensive Plan envisions the tract within a Business District Land Use Type. The goals of Business District areas are to:
 - Incentivize infill and redevelopment
 - Incorporate residential to create mixed-use developments
 - Encourage local connectivity to surround land uses
 - Encourage walkability and multiple modes of transportation
 - Encourage regional connectivity through transit and multimodal infrastructure and circulation

This project proposes renovations to an existing bank building and is considered consistent with the Comprehensive Plan.

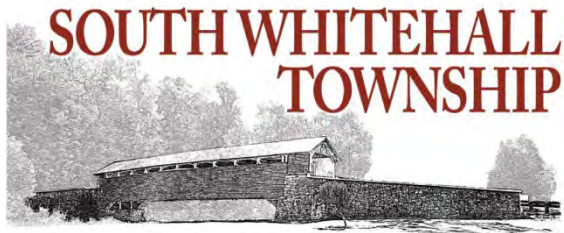
Sincerely,

Christopher Strohler

Christopher Strohler, AICP
Long-Range Planner, Community Development Department
South Whitehall Township
610.398.0401
strohlerc@southwhitehall.com



Zoning Review



MEMORANDUM

TO: Planning Commission
FROM: David Manhardt, Zoning Officer
DATE: December 3, 2025
SUBJECT: Land Development Sketch Plan Review
Chase Bank at Roma
Major Plan 2025-104
Plan Dated June 16, 2025
COPIES: A. Wilk, J. Alderfer, Esq., A. Tallarida, Applicant

The plan proposes site improvements located at 1603 N. Cedar Crest Boulevard, including a sidewalk extension, new dumpster location and reconfigured drive-through stacking. The properties are located in the General Commercial-Special Height Limitation (GC-1) Zone. The plan has been reviewed for zoning compliance. Please see comments below:

1. Clearly identify vehicle queuing/stacking areas on the plan, ZO §350-42(c). Confirm that the proposed dumpster location will not impact vehicle queuing;
2. Based on the plan information 1 parking space will be lost as a result of the development. This will result in a deficiency of 1 parking space (52 spaces required; 51 spaces provided). Update the parking tabulation (as necessary) and revise the parking configure on the site to meet the parking requirements; or demonstrate adequate parking for off-site parking consistent with Coordinated Development provisions of the Zoning Ordinance and/or prior approvals.
3. Provide screening around the dumpster, ZO §350-42(b)(4)(B).
4. Additional comments may be provided as new information is received.

Respectfully submitted,

David Manhardt, AICP
Interim Zoning Officer, Community Development

Applicant's Correspondence

Project Narrative

Waiver Request Letter

Waiver Response Letter

June 23, 2025
Via: Fed-Ex Priority

South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104

Attention: SWT Planner, Community Development Department
Phone: (610) 398-0401

Re: Minor Sketch Plan Initial Submission
1603 N Cedar Crest Boulevard
Allentown, PA 180104
South Whitehall Township/ Lehigh County
Bohler Project No. PAC240167.01

Dear South Whitehall Township Community Development Department,

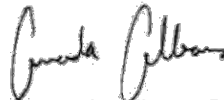
The lessee (JP Morgan Chase) is proposing interior and exterior renovations to the existing bank building. While the building permit was received (202500024) and construction has commenced, it was brought to our attention that land development review is required for the addition of the dumpster and the connection to the Cedar Crest Boulevard right-of-way. As such, this sketch plan application is being submitted to better understand the expectations and requirements of the (assumed) minor plan review. See below for some general project information.

Project Narrative

- **Project Address:** 1603 N Cedar Crest Boulevard, Allentown, PA 18104
- **Zoning District:** GC-1 General Commercial District
- **Street Frontages**
 - Cedar Crest Boulevard (SR 1019)
 - Walbert Avenue (SR 1006)
- **Parcel Owner Name:** Roma II Revocable Trust -Elizabeth Roma Swallow, Trustee
- **Applicant Name:** Bohler (Authorized Agent)
- **Existing And Proposed Uses of the Tract:** Bank
- **Existing and Proposed Lot Area:** 1.36 AC.
- **Proposed Building Size:** +/- 4,129 SF
- **Existing and Proposed Parking Spaces:** 52
- **No Utility Upgrades Are Proposed.**

Upon review, should you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,
BOHLER ENGINEERING PA, LLC



Amanda Albano P.E; Project Manager

September 29, 2025
Via: FedEx – Priority

South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104

Attention: Board of Commissioners

Re: Major Sketch Plan Submission
1603 N Cedar Crest Boulevard
Allentown, PA 180104
South Whitehall Township/Lehigh County
Bohler Project No. PAC240167.01

Dear Commissioners:

On behalf of CoreStates, Inc., Bohler Engineering PA, LLC hereby requests the below Waivers for the above referenced project:

- From **Section 312-12-b(19)** - the requirement that the plan show the location, size and owners of existing buildings, sewer mains, water mains, culverts, storm sewers, petroleum or petroleum products lines, gas lines, transmission lines including extent of right-of-way, fire hydrants, underground tanks, wells, septic systems within one-hundred feet of the tract and other significant man-made features.

The property has been field surveyed in key areas of access to existing road and existing utility connections to provide sufficient information for design and construction. It has also been surveyed to provide existing features, as applicable and required by ordinance, within fifty (50) feet of the subject property. It is our opinion that man-made features not shown do not have any impact on the proposed improvements and the information provided would still be consistent with the intent of the SALDO.

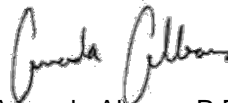
- From **Section 312-12-b(21)** - the requirement that the plan show of the locations and widths of all sidewalks, trails, driveways, streets, easements, and rights-of way within 400 feet of the tract.

The property has been field surveyed in key areas of access to existing road and existing utility connections to provide sufficient information for design and construction. It has also been surveyed to provide existing features, as applicable and required by ordinance, within fifty (50) feet of the subject property. Due to the fact that a blanket 100' overlap will extend across many private properties and outside of the area of any proposed improvements, we believe the extent of survey provided is adequate information for this development. It is our opinion that man-made features not shown do not have any impact on the proposed improvements and the information provided would still be consistent with the intent of the SALDO.

Should you have any questions, or require additional information, please do not hesitate to contact our office.

Sincerely,

BOHLER ENGINEERING PA, LLC



Amanda Albano, P.E., Project Manager

AA/jh

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THE PIDCOCK COMPANY

CIVIL ENGINEERING AND LAND PLANNING

ARCHITECTURE

LAND SURVEYING

Oxford Drive at Fish Hatchery Road
2451 Parkwood Drive Allentown, Pennsylvania 18103-9608
Telephone: 610-791-2252
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E-mail: info@pidcockcompany.com
Website: www.pidcockcompany.com

Established 1924
J. Scott Pidcock, P.E., R.A.

Bruce E. Anderson, P.E., LEED AP
Brian A. Dillman, P.E.
Ronald J. Gawlik, P.E.
Brian E. Harman, P.E., PTOE
James A. Rothdeutsch, P.E., LEED AP
John R. Russek, Jr., P.E.
Brent C. Tucker, P.E.

Douglas E. Haberbosch, P.E.
William G. Kmetz, P.L.S.
Jeffrey R. Matyus
John M. McRoberts, P.E.
Brent D. Shriver, P.E.
Todd L. Sonntag, R.A., LEED AP
Anthony F. Tallarida, P.E.
Ryan R. Troutman, P.E.

G. Edwin Pidcock, P.E., P.L.S. 1924-1967
John S. Pidcock, P.E., P.L.S. 1954-1999
Ralph M. Pidcock, P.L.S. 1952-2000 (Retired)

December 3, 2025

via e-mail

Mr. David Manhardt, AICP
Director of Community Development
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104-1699

Re: South Whitehall Township
Chase Bank
1603 N. Cedar Crest Boulevard
Major Plan #2025-104
Waiver Request Response

Dear Mr. Manhardt:

In a letter dated September 29, 2025, the Design Engineer has requested waivers from the following Subdivision and Land Development Ordinance (SALDO) sections.

The below waiver requests are from the Preliminary Plan submission requirements. At this time (Sketch Plan Phase) the requests are not applicable, and should be considered at the time of a Preliminary Plan submission.

1. SALDO §312-12(b)(19) – Requiring the provision to show the location, size, and owners of existing buildings, sewer mains, water mains, culverts, storm sewers, petroleum products lines, gas lines, transmission lines, including extent of right-of-way, fire hydrant, underground tanks, wells septic systems within 100 feet of the site. We have no engineering objection to this request; and
2. SALDO §312-12(b)(21) – Requiring the provision to show the location and widths of all sidewalk, trails, driveways, streets, easements, and right-of-way platted or existing within the subdivision and within 400 feet of any part of the tract. We have no engineering objection to this request however, we recommend the Preliminary Plan include this information adjacent to the site.

Mr. David Manhardt, AICP
December 3, 2025

In the event waivers are granted, a note should be added to the plan indicating the sections of the ordinance waived, brief descriptions of the applicable ordinance article requirements, and the dates of approval.

If you have any questions, please contact us.

Very truly yours,

THE PIDCOCK COMPANY



Anthony F. Tallarida, PE
Manager, Municipal Engineering Services

mjg/laf

xc: Mr. Thomas R. Petrucci, MPA, ICMA-CM, MPA, Township Manager
Mr. Herb Bender, Director of Township Operations
Mr. Mike Elias, Public Works Utility and MS4 Program Coordinator
Ms. Tracy J.B. Fehnel, Insurance Administrator & Executive Assistant
Mr. John G. Frantz, CFEI, BCO, Fire Marshal, Building Code Official
Jennifer R. Alderfer, Esq., Director of Legal Affairs
Ms. April Wilk, Land Development Coordinator
South Whitehall Township via e-mail
Joseph A. Zator, II, Esq., South Whitehall Township Solicitor
KingSpry via e-mail
Ms. Amanda Albano, P.E., Project Manager
Bohler Engineering via e-mail
Ms. Elizabeth Roma Swallow, Trustee
Roma II Revocable Trust via e-mail
Mr. Ronald J. Gawlik, PE, Township Engineer

Site Plan

[Link to online site plan](#)