TOWN OF BETHLEHEM

Planning Board Meeting

November 9, 2022

MINUTES

6:00 PM

Present; Chair Mike Bruno, Kim Koprowski, Kevin Roy, Martie Cook, and Veronica Morris

Absent: Alecia Loveless, Chris Jensen and Vice Chair Rodrigues

Chair Bruno opened the meeting at 6pm.

 AGENDA

Pledge of Allegiance

Chair Bruno changed the agenda

* Tara Bamford was not able to attend
* Washwick Insurance – Sharon Washwick was not in attendance for her conceptual.

**2023 Budget** – Mr. Bruno asked about the 10,000 dollars in ARPA funds dedicated to the Planning Board for Tara Bamford services. Can the money be rolled over to next year’s budget?

Veronica Morris said that you can use them until the funds expire.

Total proposed budget for 2023 – 22,848 down 34% from 2022

Mike Bruno motioned to approve $22,848 proposed budget for 2023. Kim Koprowski seconded.

4-1 motion carried Veronica Morris abstained

**Open public meeting to determine if the submission requirements for minor site plan review have been met for Pinewood Motel**

Now called Main Street Motel. (Tax map)

Yitz Rudich owner and Bobby Sue Baker GM were in attendance.

The board discussed the checklist.

Setbacks were incorrect. District 2 requires 60’ from the centerline of 302. Side and back setbacks are 30’. Currently proposed to be 20’ from center of road; 7’ from back of Memory Lane.

Mr. Rudich asked for the board to approve his project. He said he was unaware of the setback requirement; he very much believed that the building was grandfathered. He mentioned that the old code enforcement officer told him this.

Mr. Bruno said that there are procedures to get thru before any approvals can be made. The board is discussing the checklist.

Kevin Roy participated in the site visit; it showed him that PMR had put a lot of thought into the project. Using and reusing materials – recycling the old building – improving pedestrian traffic – just improving the property in general. He wanted to thank PMR for the improvements.

 Martie Cook also attended the Site visit. She asked about parking, there are currently 11 units with only 10 spaces. Mr. Rudich said that it was his mistake, and he will correct that on the final plan for the planning board chair to sign. Once this is done the building inspector will receive a copy of the building permit. Then on to the Select Board for signatures.

Veronica Morris asked about the driveway lighting.

Mr. Rudich - The driveway is DOT compliant from the previous hotel along with flood lights. Gates will be installed for traffic, pedestrian, and vehicle. Gates will not be locked. Fire Chief will be asked to pen a letter stating that the entrances are compliant with fire apparatus.

Chair Bruno made a motion to approve the Main Street Motel checklist/application as complete with conditions added to Site Plan approval. Kevin Roy second. 4-1 motion carried 1 Veronica Morris opposed

**Open the hearing for Pinewood motel**

Mr. Rudich was asked to explain his project.

Mr. Rudich - he is replacing the old Pinewood Motel with a new building. Previous Pinewood building was 20’ x 168’. New building will be 24’ x 144’. 574’ added to the original footprint. There were other buildings that were repairable – Pinewood was beyond repair and had to be demolished. The unit is designed the same way as the others in Presidential Mountain Resort. All open design. He will comply with the setbacks.

Mr. Bruno asked Mr. Rudich to send a new drawing to the planning office adding the correct setbacks – 60 feet from center line and 30 feet from the back of memory lane building.

Veronica Morris asked about the driveway lighting.

Mr. Rudich - The driveway is DOT compliant from the previous hotel along with flood lights. Gates will be installed for traffic, pedestrian, and vehicles. The gates will not be locked. Fire Chief will be asked to pen a letter stating that the entrances are compliant with fire apparatus.

Veronica Morris asked if there was a second floor as shown on the plan. Mr. Rudich explained that it is just an egress window. You can look down from the top to the living area.

Martie Cook thanked Mr. Rudich for complying with the setbacks. She was pleasantly impressed when she attended the site visit. Water and Sewer and electricity hookups were all there, with parking in the middle.

Marilyn Manfra – Cross Street – PMR is a beautiful piece of property.

Kevin Roy made a motion to approve the Minor Site Plan application for Pinewood/Main Street Motel with conditions. #1 Add another parking space to the 10 currently proposed. #2 Ask the fire chief to send a letter to the planning board for approval of the driveway access – #3 Adhere to district 2 setbacks. 60’ from 302 centerline and 30’ from the back of Memory Lane. #4 Send an updated map with these changes to the Planning Board clerk within 24 hours. Martie Cook seconded the motion. 4-1 Veronica Morris opposed

**Closed Pinewood/Main Street Motel Minor Site Plan hearing**

There is no news regarding Horizons engineering/ADAIR Cottages

Since Tara Bamford was unable to attend, Mr. Bruno is still trying to get clarification on corner lots and what rule would be used for setbacks.

Minutes for 10-26-22 will be tabled. (Needs more content)

Mike Bruno – Chris McGrath wanted to create an exit survey for all applicants describing their experience with the entire planning and zoning procedure. Their feedback would greatly help the entire process.

Chair Bruno plans on creating this document.

Veronica Morris made a motion to adjourn the meeting. Kim Koprowski seconded the motion. All in favor.

Next work session November 30, 2022 – Tara Bamford 2nd draft Zoning Ordinance

Respectfully submitted

Debra Bayley