

BETHLEHEM PLANNING BOARD
PUBLIC HEARING MINUTES
BETHLEHEM TOWN HALL MEETING ROOM

October 23, 2013

Present: Andrea Bryant, Pat Doughty, Alecia Loveless, Peter Roy, Mike Bruno, Jeanne Robillard, Don Lavoie, and Mike Culver

Excused: Dave Wiley, Kevin Roy, and Sandy Laleme

Absent: Neil Brody and Harold Friedman

Andrea called meeting to order at 6:01 and opens with the minutes from September 25th. Pat motions to accept the minutes; Andrea has some changes she would like to see made within the first paragraph. She would like the minutes to reflect exactly what it was she said regarding Douglas Ingerson, which was, "Douglas Ingerson should apply to the Bethlehem Planning Board for Site Plan Review." She also questioned whether or not Jim Baker stated his address at the previous meeting, which he did not. After a discussion Andrea motions to accept minutes as amended. Mike B. seconds. All in favor, except Mike Culver, who abstains as he was not present at the previous meeting.

Pat questions the status of alternate Neil Brody and suggests the board write him a letter to see if he is still interested in being an alternate. Jeanne suggests we take the next application that was turned down, but also reminds the board that alternates are not required to attend all meetings.

6:15 Andrea calls the Crowe Lot Line Adjustment public hearing to order and reads notice. Chris Crowe presented the plans to the board and explains he is making the lot with the house smaller. Andrea goes through the checklist and asks for public input. Some abutters come up to look at the map and ask Chris some questions. Pat motions to accept the application as complete, Peter seconds, all in favor. Pat then motions to approve the lot line adjustment, Peter again seconds, all in favor, motion carries. Andrea closed public hearing.

Stephen Dignazio is present with a conceptual for renovations to the Colonial Theatre. The expansion would include additional bathrooms, a green room back stage, and a load-in and load-out area from the parking lot to the stage. There will be no additional seating added. The addition will be approximately 1500 square feet. The plans show the new section of the building will be set-back just 8 feet from Roland Shick's property. Roland is willing to do a lot line adjustment to accommodate the required 15 foot set-back. Stephen understands he will have to go to the Zoning Board for a variance. Don suggests that the variance should take place before the Site Plan Review. Stephen adds that they may decide to take over the vacant retail space and do the renovations in that space instead, eliminating the need for

the variance. They are looking at 2015, which would be the theatre's 100th anniversary. Stephen will contact the Zoning Board if they decide to move forward.

Other Business:

Fred Kendall Gravel Pit: Mike C. states the Town took this piece for back taxes and therefore the reclamation is no longer an issue.

Dawn presented the 2014 budget worksheets, along with a copy of current expenditures for 2013. The board established a budget \$7500 below last year's, and then discussed adding a new line item for the Master Plan in the amount of \$7500 vs. a warrant article for the entire amount being put into the Capital Reserve account. Dawn will submit the budget to the Select Board on 11/18/13, and plan to meet with the Select Board on 11/25/13 to discuss.

Warrant Articles:

Andrea asks if anyone has any warrant articles they would like to discuss. Don offers he has been working on one for a year and a half now, regarding building permits and building codes. Don feels the requirements for building permits are unclear and would like to see the town establish a more concrete policy. The town ordinance states anything under \$3000 does not require a building permit, but previous office staff, the former building inspector did not support what the ordinance said. Don questions whether or not we should change the ordinance to match what the building code dictates. Don feels there are two issues here, 1) building inspections, and 2) building permits. BOCA codes require inspections during various stages of construction, which have nothing to do with building permits. Building permits have two purposes. 1) To track changes to properties for tax purposes, 2) to make sure changes to property are in compliance with the zoning laws. He would like to either have the town carry out the ordinance, as it says; under \$3000 doesn't require a building permit, although it might require an inspection, or change the ordinance. Mike Culver offers that another issue is that there are two sets of codes, the International Building Code, and the BOCA code. The discussion leads to the fact that we currently have an interim building inspector and we are searching for someone to fill the position. When this happens he/she should be made aware of the situation. Mike Culver recommends we ask LGC which code they recommend, and does the town ordinance trump the codes?

Meeting Dates

Dawn offers that the 4th Wednesday of November is the night before Thanksgiving and perhaps the board would like to consider meeting on the 20th instead. The board wondered if there was anything on the agenda that needed attention. Dawn offered that Bruce Cunningham was ready to come in for SPR. Jeanne suggested the board meet the 13th, and tentatively set the 20th for a second meeting date if needed. Dawn then offers that the 4th Wed in December is Christmas Day. A discussion takes place, and the board decides that Dec 11th will be the only date in December.

June Garneau, Master Plan

Don would like to see more focus on Main Street. Andrea points out that right now we are just trying to figure out who we are going to use to make the master plan. Mike B and Pat speak in favor of June. Pt motions that the Board select June to complete the master plan. Mike B seconds. Jeanne and Mike C abstain as they did not see the proposal. The rest of the board is in favor of using June Garneau.

7:40 - Andrea motions to adjourn. Jeanne seconds. All in favor

Respectfully Submitted,

Dawn Ferringo
Planning and Zoning Clerk