



RECEIVED

AUG 23 2023

SITE ADDRESS: 904 WESTON PLACE CITY OF BETHLEHEM BUREAU OF PLANNING & ZONING

Office Use Only:

DATE SUBMITTED: 8/23/23

HEARING DATE: September 27, 2023

PLACARD: _____

FEE: \$500.00 - PAID

ZONING CLASSIFICATION: RT

LOT SIZE: _____

APPLICATION FOR APPEAL TO THE CITY OF BETHLEHEM ZONING HEARING BOARD,
10 EAST CHURCH STREET, BETHLEHEM, PA 18018

1. Return one (1) original and eight (8) copies of this application and all supporting documentation to the Zoning Officer, along with the filing fee. Include site plans and/or floor plans as necessary.
2. The application is due by 4PM on the 4th Wednesday of the month. The hearing will be held on the 4th Wednesday of the next month.
3. If you are submitting MORE THAN 10 exhibits at the hearing, you MUST place them in an indexed binder and submit at one time.

Appeal/Application to the City of Bethlehem Zoning Hearing Board is hereby made by the undersigned for: (check applicable item(s):

- ☐ Appeal of the determination of the Zoning Officer
- ☐ Appeal from an Enforcement Notice dated _____
- ☐ Variance from the City of Bethlehem Zoning Ordinance
- ☒ Special Exception permitted under the City Zoning Ordinance
- ☐ Other: _____

SECTION 1

APPLICANT:	
Name	<u>Mary Pontoski</u>
Address	<u>904 Weston Pl.</u>
	<u>Bethlehem PA 18018</u>
Phone:	<u>[REDACTED]</u>
Email:	<u>[REDACTED]</u>

OWNER (if different from Applicant): Note. If Applicant is NOT the owner, attach written authorization from the owner of the property when this application is filed.

Name Mary Pontowski

Address 904 Weston Pl.

Bethlehem, PA 18018

Phone: [REDACTED]

Email: [REDACTED]

ATTORNEY (if applicable):

Name N/A

Address N/A

Phone: N/A

Email: N/A

SECTION 2. INFORMATION REGARDING THE REAL ESTATE

1. Attach a site plan, drawn to scale, of the real estate. Include existing and proposed natural and man-made features. ✓
2. Attach architectural plans and elevations depicting proposed alterations or new construction. ✓
3. Attach photographs.
4. If the real estate is presently under Agreement of Sale, attach a copy of the Agreement.
5. If the real estate is presently leased, attached a copy of the present lease.
6. If this real estate has been the object of a prior zoning hearing, attach a copy of the Decision.

SECTION 3.

THE RELIEF SOUGHT:

If the Applicant seeks a dimensional variance for any setback, lot coverage, distance between certain uses, etc., please state the following:

Section of Code	Dimension Required by Code	Dimension Proposed by Applicant	Variance Sought
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

If the Applicant seeks a use or other variance, please state the **specific section(s)** of the Zoning Ordinance applicable and describe the variance sought.

N/A

* If the Applicant seeks a Special Exception, please state the **specific section (s)** of Zoning Ordinance applicable:

* 1325.07 (b) (1 THRU 8) | Special Exception
* 1322 (Z) (1 THRU 18) | for Major Home Occupation

If the Applicant seeks an appeal from an interpretation of the Zoning Officer, state the remedy sought in accordance with Sec. 1325.11 (b):

N/A

NARRATIVE

A brief statement reflecting why zoning relief is sought and should be granted must be submitted.

CERTIFICATION

I hereby certify that the information contained in and attached to this application is true and correct to the best of my knowledge and belief.

I also certify that I understand that any and all federal, state or local rules and regulations, licenses and approvals shall be obtained if the appeal is granted.

Mary Pontori
Applicant's Signature

8/23/23
Date

Mary Pontori
Property owner's Signature

8/23/23
Date

Ralph Stefanello
Received by

8/23/23
Date

NOTICE: If the Decision of the Zoning Hearing Board is appealed, the appellant is responsible for the cost of the transcript.



PHILLIPS & DONOVAN ARCHITECTS, LLC
formerly George J. Donovan AIA & Associates

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AUG 23 2023

CITY OF BETHLEHEM BUREAU OF PLANNING & ZONING

August 23, 2023

City of Bethlehem
10 East Church St.
Bethlehem, PA 18018

RE: Sacro Studio 904 WESTON PL.
Special Exception Hearing

To whom it may concern,

The purpose of this letter is to provide appropriate information regarding this project, the Owner's Special Exception request, and provide the reasons why we feel this request should be granted.

The existing Building is a 1 story, with basement, residence of approximately 1,198 square feet in footprint. It is situated at 904 Weston Place, largely a residential neighborhood. We plan on maintaining the residential look of the house, and do not plan any exterior renovations. In fact, other than a small sign (in compliance with 1320.08,(a)(9)), indicating her Salon name, no other indications will exist that this is anything other than a residence. Such residence being maintained as her home. In response to, and following the General Requirements for the granting of this Special Exception, her home and Salon will be in harmony with the character of the neighborhood, will certainly be in the best interest of the neighborhood as it creates a convenience to her neighbors. Thus, it represents a substantial improvement to her neighborhood.

Due to the expected low volume of clients to her salon, the business will be appointment-only, with work hours from W: 10 to 6, Th: 12 to 9, and Friday 9 to 4. Note that these hours are within the 7:00 am to 9:00 pm limits as required to grant the Special Exception. With this limited and low volume, and the fact that she expects most clients to be from the neighborhood and walking, very little parking will be required. Even in the event of parking being required, there is parking on both sides of the street. In fact, the circle just beyond her home has VERY little on-street parking around it, but parking is available. In addition, with the vast majority of her work hours being during the day, a time when residents are away from home and working, and thus the street will be relatively vacant and available for parking. She has good access via a sidewalk in front of her house, and there are no significant site features such as steep slopes, wetlands, or other deterrents to her opening a Salon and the public safely accessing it.

As for the Special requirements, we have reviewed and measured the home, and have confirmed that her Salon will make use of only about 21% of her useable square footage of the house, see the attached drawing and calculations. She will only be using the main house, not any accessory structure.

She will be the sole proprietor of the business, and does not plan on hiring any employees. She will serve her local customers on an individual basis by appointment only. She will be running a service business with no retail sales. What minor deliveries of hair care products might be required, will be done so via car, or at worst case, via a small delivery van. She will not be having bulk deliveries of product. Thus, there is no significant storage requirement at her home.

George J. Donovan LEED AP, Principal Emeritus

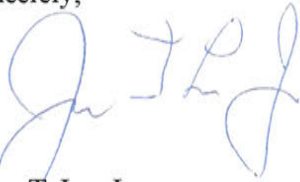
P. O. Box 160, Bedminster, PA 18910, Phone: 215-795-2400, Fax: 215-795-2900, Web: phillipsdonovanarchitects.com
210 W. Broad Street, Bethlehem, PA 18018, Phone: 610-317-0221, Fax: 610-317-0227

H. Joseph Phillips AIA, LEED AP, Principal

Along with this letter, we have provided a floor plan that outlines the use of the home, and the approximate square footages of those uses. We have also provided a schematic site plan. On behalf of the owner, we respectfully request that the Zoning Hearing Board carefully consider the items above. Her Salon uses is in conformance with, will not be a detriment to, and in fact will enhance her neighborhood. The existing character of her neighborhood shall remain unchanged with the opening of her Salon. In fact, her Salon will enhance her neighborhood by providing a much-needed service.

If there is anything else, please advise directly via email, or you may call my cell at 610-393-1776. Thank you, and I look forward to any additional comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "John T. Lee Jr.", with a stylized, cursive script.

John T. Lee Jr.
Phillips & Donovan Architects, L.L.C.
210 West Broad Street
Bethlehem, PA 18018

23-54 – Sacro Studio/Special Exception Hearing

