

**CITY OF VERGENNES
DEVELOPMENT REVIEW BOARD
MINUTES
REGULAR MEETING
MONDAY, JANUARY 2, 2012**

Members Present: Jason Farrell-Chair, Carrie Barrows, Brent Rakowski, Peter Garon, Steve Rapoport, Alexandria (Alex) McGuire

Members Absent: Don Peabody

Guests: Cat Catillo, Ross Sheehan, David Shlansky, Andrew Gill

Present: Zoning Administrator Mel Hawley

1. **Review and accept minutes of previous meeting - Deferred**
2. **Public Hearing - Vermont Housing Finance Agency (Owner), Catherine Cutillo and Ross Sheehan (Applicants), 37 Green Street, Convert Non-conforming One-family Dwelling to Retail, Site Plan Review**

Jason Farrell read the public notice and swore in Cat Catillo and Ross Sheehan. Jason complimented Cat and Ross regarding the thoroughness of their application that was supplemented since the last meeting. Cat explained that she and Ross want to change the use of the property at 37 Green Street from a one-family dwelling to retail for the sale of art, furniture and photography. The business would operate Thursday through Sunday at first but the hours might eventually expand. Ross described the changes to the exterior which will include replacement of the front door and installation of a large display window. There will be additional windows on the south side as well. He felt this will transform the building to give it a more commercial appearance. The floor plan reflected that about two-thirds of the first floor will be showroom. The rear portion will be used for an office and packaging area for shipping. The second floor which has a fairly low ceiling will be used for storage. Ross said that the railings on the porch will have to be modified to meet code. He also describes the projecting sign. Mel said he will act of the sign once dimensions are provided. Mel also wanted to point out that there is no boundary survey on file and some records at City Hall reflect the lot to be less than 36 feet wide and 72 feet deep as previously indicated. Members wondered if there would be any landscaping in front. Ross said that the porch is set back a few feet from the public sidewalk and there will be landscaping improvements in the spring. There were no further questions and Alex McGuire moved to close the public hearing and that Zoning Administrator Hawley be directed to draft an affirmative decision for review at the next meeting. The motion was seconded by Steve Rapoport with all voting in favor.

3. **Treetop Homes, LLC, 13 Cataract Place, Multiple-Family Dwelling, Conditional Use Review, Site Plan Review.**

David Shlansky and Andrew Gill, principals of Magnolia Building Company, were present on behalf of Treetop Homes, LLC. A comprehensive application package was provided regarding their plan to construct another building containing two dwelling units on the so-called Miller Lot. This parcel was enlarged when a portion of the Shade Roller Annex property was added to the Miller lot. The parcel now has street frontage on Canal Street along with direct access off the end of Cataract Place. The parcel is in two zoning districts. The size of the parcel is 30,630 square feet with slightly more than 25,000 square feet in the Medium Density Residential District and around 5,000 square feet in the Otter Creek Basin District. There is currently a two-family dwelling under construction on the west end of the property. The proposed second building will straddle the common zoning district line. Mel said that one- and two-family dwellings are allowed in the Otter Creek Basin District but multiple-family dwellings are not allowed. A multiple-family dwelling can be comprised of one or more structures and are allowed by conditional use in the Medium Density Residential District. Mel felt that the application was a legitimate request since the entire multiple-family dwelling was not in the Otter Creek Basin District. Mel agreed that the maximum number of dwelling units in this instance is four when considering the maximum density requirement for the two districts. The plan also indicated there would be rights of way over both 24 West Main Street and 28 West Main Street as another means of access to the dwelling units. Members also wanted to see the easement language being proposed. Mel said that he understood that an affiliate corporation owned the property at 28 West Main Street and that 24 West Main Street was under contract by another affiliated corporation. He requested that letters representing both the affiliate corporation and the seller be made part of the application. There was some concern expressed by members regarding reasonable access to the property by the fire department. Mel said he would get a copy of the application to the Fire Chief. Alex McGuire moved that the application be deemed complete with the understanding that the easement language and letters would be forthcoming and authorized the publication of a legal notice for a public hearing to be held on February 6, 2012. The motion was seconded by Steve Rapoport with all voting in favor.

4. **Review and accept minutes of previous meeting**

The minutes to the regular meeting of December 5, 2011 were reviewed but were deferred because there was not a quorum of the attendees at this meeting.

5. **Report of Zoning Administrator**

Mel said that the Planning Commission is closing in on the end of their work on the zoning and subdivision regulations rewrite. He said they hoped to complete the proposal at their January 16, 2012 meeting. As soon as the document is ready for a public hearing, a copy will be distributed to the Development Review Board. He alerted members that it is 148 pages long and felt it would be helpful for the Planning Commission to receive comments in advance of their public hearing.

6. **Adjournment**

With no further business, the meeting adjourned at 8 p.m.

Respectfully submitted,

Mel Hawley
Acting Recording Secretary