

**CITY OF VERGENNES  
DEVELOPMENT REVIEW BOARD  
MINUTES  
REGULAR MEETING  
MONDAY, JUNE 6, 2011**

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

Members Absent: Carrie Barrows

Present: Zoning Administrator Mel Hawley

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

The minutes to the meeting of April 4, 2011 were approved on a motion by Alex McGuire, a second from Steve Rapoport, with all voting in favor. The minutes to the meeting of May 2, 2011 were approved on a motion by Peter Garon, a second from Don Peabody, with all voting in favor.

2. **Pending Application – Simmonds Precision d/b/a Goodrich Corporation, 100 Pantan Road, Temporary Office Trailers, Site Plan Review, Conditional Use Review**

As directed by the Board, Zoning Administrator Hawley drafted an affirmative decision on this application. Peter Garon moved to approve the findings of fact and decision as drafted and to authorize Jason Farrell to sign the decision on behalf of the Board. The motion was seconded by Don Peabody with all voting in favor.

3. **Exemptions to Zoning Permits Policy**

At the last meeting, Mel asked members to think about the long-standing practice that no zoning permit had been required for land development within Otter Creek Park provided there was no increase in the total number of units. Mel explained that the lots on Third Street had been surveyed in the 1980s and therefore setbacks can be determined. For the remainder of the park, there are no lot lines or boundary markers indicating the respective lot associated with each mobile home. Don Peabody felt the park should be required to record a map. Jason Farrell felt that the park should be treated as a planned unit development. Mel said that because the original park was created in the 1960s, it pre-dated the zoning regulations and is therefore “grand-fathered”. Members agreed that the park should be treated no differently than the rest of the community and land development within the park should no longer be exempted unless exempted per the regulations and official exemption policy. Mel said that for setbacks, he will only seek compliance with the perimeter setbacks of the property. Mel said he will communicate this change to the park owner, Addison County Community Trust, and the residents of the park.

4. **Report of Zoning Administrator**

Mel gave an update on the status of improvements associated with the Vergennes Redemption Center.

5. **Adjournment**

With no further business, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Mel Hawley  
Acting Recording Secretary