

**CITY OF VERGENNES
DEVELOPMENT REVIEW BOARD
MINUTES
SPECIAL MEETING
MONDAY, AUGUST 19, 2013**

Members Present: Jason Farrell-Chair, Carrie Barrows, Don Peabody,
Alexandria McGuire, Steve Rapoport, Peter Garon, Alternate Member Lowell
Bertrand

Members Absent: Brent Rakowski

Guests: James Ouimette, Michael O'Daniel

Present: Zoning Administrator Mel Hawley

The meeting convened at 6:30 p.m. with a site visit at the Vergennes Congregational Church located at 30 South Water Street.

1. **Vergennes Congregational Church – Second Floor Connector Addition,
Site Plan Review (see Section 311)**

Before discussing the matter involving the Vergennes Congregational Church, Steve Rapoport disclosed that he has an association with the church and its members but believed such an association did not constitute a conflict of interest under the rules of procedure. Alex McGuire disclosed that she too had the same association. None of the other members expressed any objections to their full participation in this proceeding. James Ouimette, representing the applicant, explained that the purpose of the project was to get handicapped access to the second floor of the manse. He explained that the design included in the original zoning permit application had to be abandoned and reworked after being reviewed by the state along with learning that the estimated cost of the project was determined to be higher than they expected. Mel said that the redesign was not eligible for a minor amendment to the zoning permit but rather a complete re-application. The connector addition is about ten feet off the ground and runs about twenty feet in length. There is an elevator in the church so that one can enter at-grade, take the elevator to the main level, and will be able to travel through the connector addition to the second floor of the manse. When passing through the connector, one can use either the handicapped lift or the three stairs necessary to get to the applicable floor level. James was asked about exterior lighting but said that he did not have the specifics but could obtain that information. Peter Garon moved that the application be considered complete upon receipt of the specifications on exterior lighting fixtures and authorize the scheduling of a public hearing for September 9, 2013. The motion was seconded by Don Peabody with all voting in favor.

2. **Adjournment**

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Mel Hawley
Acting Recording Secretary