

**CITY OF VERGENNES
DEVELOPMENT REVIEW BOARD
MINUTES
REGULAR MEETING
MONDAY, JANUARY 4, 2016**

Members Present: Jason Farrell-Chair, Peter Garon, Tim Cook, Jason Mullin, Don Peabody, Brent Rakowski, Steve Rapoport

Members Absent: None

Guests: Michael O'Daniel, Chris Fuller, Michael Sharp, Glenn Rossier, Kathy Rossier, William Schmidt, Steve Schenker, Heidi Mahoney

Present: Zoning Administrator Mel Hawley

The Development Review Board conducted a site visit at the Haviland Shade Roller Mill and Annex at 6:30 p.m. All members of the Development Review Board were in attendance along with Steve Schenker and Heidi Mahoney.

- 1. Public Hearing - Michael O'Daniel, Trustee, 25 Hopkins Road, Subdivision**

Jason Farrell read the public notice and swore in Michael O'Daniel, Chris Fuller, and nearby property owner Michael Sharp. Brent Rakowski, as he did at the last meeting, disclosed that he is employed by Otter Creek Engineering which will be involved with obtaining state and local permits related to water and wastewater for the property and would to recuse himself. Brent moved away from the table and did not participate as a member of the Development Review Board for this application. Jason Mullin disclosed that his home is located on Hopkins Road a few hundred feet north of the subject property and is part of Hopkins Ridge. He explained there are 11 acres of common land associated with Hopkins Ridge which is owned and managed by the Hopkins Ridge Homeowners' Association, of which he is a member, and felt he should recuse himself. He too moved away from the table and did not participate as a member of the Development Review Board for this application. Michael O'Daniel presented a preliminary subdivision plat prepared by licensed surveyor Seth Kittredge. Michael owns about 35 acres on the west side of the Hopkins Road and about 55 acres on the east side of Hopkins Road. He proposes to create a 5-acre lot on the east side of Hopkins Road north of his existing residence. The proposed lot will have 120 feet of street frontage and will be along the north side of his property. He said the lot will be served by municipal water and sewer. There being no additional testimony, Jason Farrell moved to close the public hearing and that Zoning Administrator Hawley be directed to draft an affirmative decision on the application. The motion was seconded by Don Peabody with all eligible members voting in favor.

2. **Public Hearing - Glenn and Kathy Rossier, 181 South Maple Street, Subdivision**
Jason Farrell read the public notice and swore in Glenn Rossier, Kathy Rossier, and adjoining property owner William Schmidt. Glenn Rossier presented the preliminary subdivision plat involving their property at 181 South Maple Street. He reported that the property is 1.03 acres which they propose to subdivide into two lots. The lot for the existing one-family dwelling will be approximately 30,000 square feet and the other lot will be at least 15,000 square feet. The plat shows a proposed building envelope towards the east end of the undeveloped lot thus leaving open space at the intersection. Glenn said there is a sewer main and water main on the north side of this section of roadway in Maple Manor to serve the lot. Adjoining property owner William Schmidt said that Maple Manor is challenged by stormwater issues and was concerned that a new house built on the proposed lot might restrict the natural flow of stormwater and adversely affect his property. Glenn said that proper grading would certainly be necessary to direct stormwater to the street. William said with just 15 feet between the building envelope and his common border that it might not be sufficient and suggested that the building envelope be altered such that no structure could be built within 25 feet of the property line. Glenn said he had no objection to reducing the building envelope accordingly and agreed that change would ease the challenge to provide proper grading. With no further comments, Steve Rapoport moved to close the public hearing and discuss the application in deliberative session later in the meeting. The motion was seconded by Tim Cook with all voting in favor.

3. **Shenandoah, LLC, Haviland Shade Roller Mill and Annex, 1 and 2 Canal Street, Site Plan Review, Conditional Use Review**
Architect Steve Schenker and Heidi Mahoney of Burchfield Management Company were in attendance on behalf of Shenandoah, LLC to present a more complete application for an adaptive reuse and a complete rehabilitation of the Haviland Shade Roller Mill and Annex for a total of seventeen dwelling units. Mel reported that the applicant was not able to meet the deadline for a public hearing for this evening as was authorized at the last meeting. Since that did not occur the Board conducted another application review and will consider a possible public hearing in February. Steve Schenker said that he wanted to correct what he said during the site visit relative to the parking lot as it extended further on Canal Street than expressed. The supplemental information included a revised parking plan. Zoning Administrator Hawley suggested that consideration be given to having the west end of the parking area be “entrance only” as opposed to “exit only” since there may be visibility issues related to eastbound traffic on Canal Street. Steve Schenker said that removal of ledge will be accomplished using hydraulic equipment as opposed to blasting. Documents detailing demotion and a safety plan to prevent access to the falls were presented. Detailed lighting and landscaping plans were submitted as well. Don Peabody said that it appeared that the existing fencing at the south end of the bridge was not secured to the building and appeared to allow one to make their way through the opening and that should be addressed. It was suggested that all windows on upper levels be limited in the amount they can be opened for safety reasons. Jason Farrell moved the application be considered complete and authorized the scheduling of a public hearing for the evening of February 1, 2016 provided any revised

documents be delivered to City Hall by January 12, 2016. The motion was seconded by Peter Garon with all voting in favor.

4. **Pending Decision - Vermont Industrial Parks, 75 Meigs Road, Physical Therapy Office, Site Plan Review, Conditional Use Review**
As directed, Zoning Administrator Hawley drafted an affirmative decision approving the application. Brent Rakowski moved to approve the decision and authorize Chair Jason Farrell to sign the decision on behalf of the Board. The motion was seconded by Don Peabody with all voting in favor.
5. **Pending Decision - VV II Associates, LP, 12 Walker Avenue, Accessory Structure, Site Plan Review**
As directed, Zoning Administrator Hawley drafted an affirmative decision approving the application. Tim Cook moved to approve the decision and authorize Chair Jason Farrell to sign the decision on behalf of the Board. The motion was seconded by Brent Rakowski with all voting in favor.
6. **Pending Decision - Vergennes Union High School, 50 Monkton Road, Accessory Structure, Site Plan Review (see Section 311)**
As directed, Zoning Administrator Hawley drafted an affirmative decision approving the application. Peter Garon moved to approve the decision and authorize Chair Jason Farrell to sign the decision on behalf of the Board. The motion was seconded by Steve Rapoport with all voting in favor.
7. **Review and accept minutes of previous meeting**
The minutes to the regular meeting of December 7, 2015 were reviewed and corrected. Brent Rakowski moved to approve the minutes as corrected. The motion was seconded by Tim Cook with all voting in favor.
8. **Deliberative Session**
The Board held a deliberative session involving the pending decision regarding the application by Glenn and Kathy Rossier. The session concluded with Peter Garon moving that Zoning Administrator Hawley be directed to draft an affirmative decision on the application. The motion was seconded by Tim Cook with all eligible members voting in favor.
9. **Adjournment**
The meeting adjourned at 9:35 p.m.

Respectfully submitted,

Mel Hawley
Acting Recording Secretary