

**CITY OF VERGENNES
DEVELOPMENT REVIEW BOARD
MINUTES
REGULAR MEETING
MONDAY, JUNE 2, 2014**

Members Present: Jason Farrell-Chair, Peter Garon, Brent Rakowski, Alexandria McGuire, Steve Rapoport, Alternate Member Clara Comeau

Members Absent: Don Peabody

Guests: Kevin Hanson, Bill Huckabay, Dan Pflaster, Maura Breslin

Present: Zoning Administrator Mel Hawley

1. **Review and accept minutes of previous meetings** - deferred
2. **Public Hearing – Simmonds Precision Products, Inc. - UTC Aerospace Systems, 100 Panton Road, Request Amendment to the Condition in the Development Review Board Decision dated June 6, 2011 regarding Temporary Office Complex**
Jason Farrell read the public notice and swore in Kevin Hanson, Facilities Manager at UTC Aerospace Systems. No abutting property owners were in attendance. Kevin explained their original intent that the temporary office complex would be removed from the premises in the early 2014 per the condition of approval by the City and under the terms of their State Land Use Permit (Act 250). The space was originally set up for primarily classroom training. He said they have new purposes of the complex which include four conference rooms and space for government customers permit. He said there is no plumbing in the building and thus is still considered temporary. He explained that to maintain compliance with their Act 250 permit they needed to request and receive approval from the district environmental coordinator for a three-year, five-year, or indefinitely period. Kevin said they have a pending request for a five-year extension consistent with that being requested of the Development Review Board. With no further comments, Peter Garon moved to close the public hearing and direct Zoning Administrator Hawley to draft an affirmative decision on the application. The motion was seconded by Clara Comeau with all voting in favor.
3. **Cheryl Hayden (Owner), William and Lucie Huckabay (Applicant), 282 Main Street, Demolish Attached Garage, Change Use from Non-conforming One-family Dwelling to Office, Site Plan Review**
Bill Huckabay presented an application and site plan for the property at 282 Main Street. The property is currently used as a one-family dwelling and is located in the Central Business District. The site plan indicated the attached garage on the west side of the house would be town down to provide room for an extension of the driveway to the rear of the building where three off-street parking spaces will be developed. He described some of the improvements to the walkways and entrance to provide handicapped

accessibility. With no further questions, Steve Rapoport moved that the application be deemed compete and that a public hearing be scheduled for July 7, 2014. The motion was seconded by Alex McGuire with all voting in favor.

4. **Phlaster Investments, LLC (Owner), Maura Breslin – H & R Block (Applicant), 10 Main Street, Change Use of Portion of First floor from Retail to Office, Site Plan Review, Conditional Use Review**

Dan Pflaster presented an application to change the use of the south portion of the first floor from retail to office. Maura Breslin said that there would typically be two or three employees during normal business hours. Dan presented a site plan showing existing conditions which he felt showed sufficient parking for both current uses, which include two dwelling units on the second floor and the bike shop, and the proposed office. Dan said that the storage trailer currently parked behind the building is registered and does not plan to delineate parking space. Dan said there will be no exterior modifications to the property under this application. Jason said an H & R Block franchise would be considered a formula business under that regulations and suggested the applicant be aware and be prepared to address Section 1510. Brent Rakowski moved that the application be deemed compete and that a hearing be scheduled for July 7, 2014. The motion was seconded by Clara Comeau with all voting in favor.

5. **Review and accept minutes of previous meetings**

The minutes to the regular meeting of May 5 were reviewed. Jason Farrell moved to approve the minutes as corrected. The motion was seconded by Alex McGuire with all voting in favor except Brent Rakowski abstaining as he was not present at the meeting.

6. **Adjournment**

The meeting adjourned at 8 p.m.

Respectfully submitted,

Mel Hawley
Acting Recording Secretary