

**CITY OF VERGENNES
DEVELOPMENT REVIEW BOARD
MINUTES
REGULAR MEETING
MONDAY, NOVEMBER 7, 2016**

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

Members Absent: Steve Rapoport

Guests: Christopher Bearor, Peter Welch, James Amblo

Present: Zoning Administrator Mel Hawley

Chair Jason Farrell called the regular meeting to order at 7 p.m.

1. **Vergennes-Panton Water District, 7 Canal Street, Storage Container, Site Plan Review (see Section 311)**

Chris Bearor, one of the members of the Vergennes-Panton Water District Board of Water Commissioners, was in attendance on behalf of their Board. Chris explained they want to locate a so-called conex box container (accessory structure) to the north of their building on Canal Street. Jason Farrell said since this involves a state- or community-owned and operated facility the limitations on development review in Section 311 of the zoning regulations apply. Chris said the plan is to bring electricity into the conex box for lighting and there may be a motion sensor light mounted on the building. Brent Rakowski asked if any hazardous materials would be kept in the container and Chris confirmed there would be no such material stored in the conex box as it would be used to store documents, copper pipe and fittings. Chris said the unit will be placed on a gravel base. Jason Farrell moved that the application be deemed complete and that a public hearing be authorized for December 5, 2016. The motion was seconded by Brent Rakowski with all voting in favor.

2. **Ryan Block, LLC, 155 Main Street, Demolition of Accessory Structure, Proposed Accessory Structure, Site Plan Review**

Peter Welch was in attendance on behalf of Ryan Block, LLC. Peter explained there is an existing accessory structure behind the north end of the so-called Ryan Block that is in very bad shape and sitting on a poor foundation. He said the owners have concluded that the cost of lifting the building, setting it on a new foundation, and restoring the building exceeds that of demolishing and constructing a new building on the same footprint and same height. He said the building would be one or two feet higher given a new foundation and a cupola is being contemplated by the owner. The application included pictures of the existing building. Don Peabody felt that elevation drawings of the proposed building and more details on the cupola should be provided. Peter said he could provide those within days. With the understanding that elevation drawings and more

details on the cupola would be provided in a timely manner, Peter Garon moved that the application be deemed complete and that a public hearing be authorized for December 5, 2016. The motion was seconded by Tim Cook with all voting in favor.

3. **Hopkins Ridge Homeowner's Association, Inc., Proposed Amendment to Declaration of Covenants**

Jason Mullin moved to the head of the table as an applicant and recused himself as a member of the Board since he is one of the property owners in Hopkins Ridge. Jason Mullin reported the covenants for the development prohibit the raising of livestock or poultry and owners are seeking an amendment to the covenants so that chickens can be raised. The formal decision approving the subdivision contains a condition that any amendment of the covenants must be approved by the Development Review Board. Jason Mullin explained that if the covenants were amended to allow the raising of chickens, the association would likely establish rules as provided for in the bylaws of the association or write the amendment to the covenants containing such rules. Members were comfortable with the association drafting and submitting their proposed language within the next few days. Peter Garon moved that the application be deemed complete and that a public hearing be authorized for December 5, 2016. The motion was seconded by Tim Cook with all voting in favor. Jason Mullin didn't participate in the voting.

4. **James Amblo, 89 South Water Street, Subdivision Sketch Plan Review**

James Amblo presented a subdivision sketch plan involving his property on South Water Street. There is a house on the north end of the parcel. The south end of the parcel is open and undeveloped. Mel said there is not a boundary survey on file but the subdivision sketch plan showed the lot to have about 148 feet of street frontage and approximately 117 feet of lot depth. The property is in the Historic Neighborhood District which requires minimum frontage of 66 feet and minimum lot size of 7,000 square feet. Mel said the two proposed lots appear to meet the requirements of the district and the existing house would comply with side yard setback requirements for the district. The water main is in the street right of way and the sewer main runs along the rear boundary line of the property. Peter Garon moved the subdivision sketch plan be deemed adequate and authorized the scheduling of a public hearing for December 5, 2016. The motion was seconded by Tim Cook with all voting in favor.

5. **James Amblo, 210 Main Street, Change the Use of First Floor from Personal Service and Office to Retail and Dwelling Unit, Site Plan Review, Conditional Use Review**

James Amblo submitted an application involving the various uses at 210 Main Street. The property has three stories. There are two dwelling units on the second floor with front apartment having an associated bedroom on the third floor. On the first floor, there is a relatively new art gallery in the front. This space was once used as a beauty parlor and Development Review Board approval is required for the space to change in use to an art gallery which is considered retail. The space in the rear was once used as a real estate office. James admitted that he had renovated this space and had rented it as a ground floor apartment and is seeking Development Review Board approval. The regulations involving residential use on the ground floor in the Central Business District were carefully reviewed. James also provided a detailed floor plan of the ground floor

dwelling unit and was certain that it represented not more than 20 percent of the footprint of the building as required by the regulations. Jason Farrell said that the Development Review Board should conduct a site visit which would include an interior inspection of the ground floor dwelling unit to verify measurements. It was agreed to conduct the site visit on December 5, 2016 at 6:30 p.m. Zoning Administration Hawley noted that the survey of surrounding properties concluded that the subject property did not have any off-street parking spaces. James agreed there was no off-street parking spaces and said he is seeking a waiver in this regard. Peter Garon moved that the application be deemed complete and that a public hearing be authorized for December 5, 2016. The motion was seconded by Tim Cook with all voting in favor.

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

The minutes to the special meeting of October 17, 2016 were reviewed and corrected. Don Peabody moved to approve the minutes as corrected. The motion was seconded by Jason Mullin with all voting in favor.

7. **Organization Meeting**

Election of Chair, Vice-Chair, and Secretary

Jason Farrell announced that he will not be continuing as chair. Peter Garon said that he would not be chair and would also like to no longer serve as vice-chair. Brent Rakowski is the current Secretary. The Board discussed who might best serve as officers of the Board. Steve Rapoport was mentioned as a possible candidate for chair or vice-chair, but in light of his absence, the matter was deferred to the next meeting.

8. **Other Business** - none

9. **Adjournment**

Chair Jason Farrell adjourned the meeting at 8:37 p.m.

Respectfully submitted,

Mel Hawley
Acting Recording Secretary