

**VILLAGE DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
March 11, 2015**

PRESENT: Jim Mills, Benjamin Pauly, Randy Mayhew, Jane Soule, Keri Cole
ABSENT: None
ALSO PRESENT: Derek Demas, Brenda Blakeman, Clayton Reed

I. CALL TO ORDER

The meeting was called to order at 7:30 p.m.

II. PUBLIC HEARINGS

A. Old Business

1. V-3106-14 Derek Demas

The application is for Design Review Approval to install ground mounted A/C unit and to install a 6' tall 48 l.f. stockade fence on west elevation of parking lot. The property is located at 51 Pleasant Street and is zoned Light Commercial / Design Review.

The application was continued at the last hearing to allow review of the new parking lot arrangement.

The fence portion of the application has been withdrawn.

The A/C unit was approved at the January 14, 2014 meeting.

Mr. Demas presented the application, submitting a new proposed parking plan.

The Board reviewed the updated parking plan.

Mr. Demas stated that the new plan was for winter parking to remove one car space on a seasonal basis. The space would not be used when snow and ice are in danger of falling from the neighbor's roof. He noted that this plan moves one parking space from the old parking plan to in front of 49 Pleasant Street where the driveway easement is. It is an easy spot to get in and out of and leaves room for access in and out of the lot.

Mr. Demas stated that the original parking plan was designed for two employees, plus two spaces required for the 400 sq. ft. building. He noted that during tax season, his tenant has his wife work with him and she utilizes the parking lot across the street.

Essentially, the request is for two site plans, one for the summer and one for winter. If there happens to be no snow, or if snow is not a big issue, Mr. Demas noted that all spots can remain open.

Randy Mayhew asked if this plan would be an alternative that can be utilized when the winter conditions merit it.

The Board agreed that having a relevant site plan for the lot is important.

The Board discussed the possibility of either lot being sold which may be an issue with the B3 parking space.

Mr. Pauly stated that the Board should not be relying on a parking space on private property that is not a part of the subject property and, thus should not include Lot B3 in the site plan.

It was noted that the original site plan had eight parking spaces; four for the business and four for the residential.

Randy Mayhew suggested approving the application with the B3 requirement.

Jane Soule moved to close testimony. Keri Cole seconded. Motion passed 5-1.

B. New Business

1. V- 3113-15 Clayton Reed & Brenda Blakeman

The application is for Conditional Use and Short Term Rental Review to convert space over garage to apartment and short-term rental. The property is zoned Residential Low Density and is located at 16 Prospect Street.

Mr. Reed and Ms. Blakeman presented the application.

The Board reviewed the parking plan and floor plans.

The Board reviewed the Conditional Use Statement and site plan.

Mr. Reed stated that the plan is to convert 690 sq. ft. over the garage to living space for short term rentals subject to limitations and also for long term rental and/or use for personal guests.

The Board reviewed the parking plan. Currently there are four to five cars parking there now and this does not include using the garage. There is plenty of parking on the lot.

The applicants are not asking for any more lighting at this time.

Mr. Reed stated that trash would be taken care of by him.

The Board reviewed the exterior changes. A door will be placed in the rear of the garage as a second entrance and windows will be changed to match those on the house. The changes would not be visible to neighbors.

The Board discussed the Fire Safety report. There was some confusion whether the fire permit was for short term rental, long term or for a bed and breakfast as the report states that there would be a change of use forthcoming to a bed and breakfast.

Mr. Reed stated that David Green was going by a conversation he had with Michael Brands. If the use was for a bed and breakfast, it would turn it into a commercial unit and that was what Mr. Green was going by so another inspection will be done for the specific use.

Mr. Reed stated that since the apartment will have two entrances. The front entrance is so low to the ground, the egress is covered.

Keri Cole moved to close testimony. Jane Soule seconded. Motion passed 5-0.

III. OTHER BUSINESS

There was no other business.

IV. DELIBERATIONS

A. V-3106-14 Derek Demas

After discussion the following findings of fact were established:

1. The VDRB reviewed the new site plan.
2. The applicant is asking for a waiver of two spaces during the winter if snow and ice conditions merit and render the spaces unsafe.

Randy Mayhew moved to approve the application for alternative temporary site plan based upon the waiver of two spaces as needed due to snow, ice and other temporary conditions. The previous site plan of eight spaces would be enforced at all other times. The approval does not include the parking spot labeled 'B3' as labeled on the temporary site plan. Ben Pauly seconded. Motion passed 5-0.

1. V- 3113-15 Clayton Reed & Brenda Blakeman

After discussion the following findings of fact were established:

1. The VDRB reviewed the application, site plan and Condition Use Statement and fire safety report.
2. The applicant is requesting to convert space in the garage to short-term rental and long-term rental.
3. The Board reviewed the external changes.
4. The applicant wishes to put a door in the rear of the garage and change the windows to match the windows in the house.
5. The changes cannot be seen by the neighbors.

6. David Green, State Fire Marshall will return to do a second inspection for the short-term rental.

Randy Mayhew moved to approve the application as submitted. Keri Cole seconded. Motion passed 5-0.

V. APPROVAL OF MINUTES

The February 11, 2015 minutes were approved as submitted.

VI. ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Renee L. Vondle
transcribed from tape