

**VILLAGE DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
October 25, 2017**

MEMBERS PRESENT: Jane Soule, Keri Cole, Wendy Spector, Randy Mayhew, Elizabeth Daniels
MEMBERS ABSENT: None
OTHERS PRESENT: Jennifer Falvey, Aleksandra Bozic, Michael Brands

I. CALL TO ORDER

Vice-Chair Jane Soule called the meeting to order at 7:30 p.m.

II. PUBLIC HEARINGS

A. Old Business: None

B. New Business:

1. V-3349-17 Jennifer Falvey

The application is for Conditional Use to establish a Short Term Rental at 31 Elm Street. The property is located at 31 Elm Street and is zoned Residential Low Density.

Ms. Falvey presented the application.

The Board reviewed a site plan, floor plan and the short term rental form.

The owner would be present during all rental periods.

The home originally had three units, two apartments (one up front and one above) and a men's club in the rear. She can easily shut her side of the house off from the rest of the house.

The rentals would be advertised over the Airbnb website.

The rentals would be to one group at a time. The Airbnb website allows the owner to select/control which groups or individuals she wishes to rent to.

The site plan shows five cars parked directly behind one another along the northern property line. Two spaces would be for the owner and three spaces for the guests.

The Town Planner asked how the vehicles parked furthest in would be able to leave.

The owner responded that since it is a group rental, the members of the group would sort it out.

Four bedrooms would be rented and all are located on the second floor.

An application has been filed with the State Fire Marshall's office, but there has been no response as of yet.

The applicant stated she had read the regulations on Short Term Rentals.

The VDRB reviewed Sections 525 Short Term Rental and 810 Conditional Use with the applicant.

Testimony was voted close.

III. OTHER BUSINESS

A. Zoning Officer's Report

The report was issued.

B. Optimist Center

The Optimist Center is a new business located at 65 Central Street. There are a number of issues that require resolution. An administrative permit is required to convert retail to offices. A part of the business plan is to rent an upstairs apartment as a Short Term Rental, but on a continuous basis. The unit has a Bed and Breakfast permit but the owners do not live on-site as required per regulation. A wooden book box has been placed just behind the front patio fence. This will require a Design Review permit. A book box is not noted as an allowed use in the regulations.

After discussion, the VDRB agreed an application is required to resolve the issues.

C. Mascoma Bank

David Laurin, bank's architect, asked the Town Planner if the bank could remove vegetation directly south of the site. Photographs were shown of the area. A number of the VDRB members drove by the site. A letter from landscape architects Don Olson and Jack Rossi (also Design Review Board members) was read.

All members agreed the vegetation is not of the highest quality and could be removed. It should be replaced with appropriate vegetation as noted in the letter from Mr. Olson and Mr. Rossi. The Town Planner will email the letter and VDRB comments to Mr. Laurin.

The bank agreed to replace their planned street lights along Route 4 to match the Acorn style lights the Village placed across the street ten years ago. This had been recommended by the Design Review Board.

The bank would also like to replace two existing light fixtures at the bottom of the flag pole with three LED light fixtures. The VDRB preferred two fixtures and asked for a recommendation from the Design Review Board.

IV. DELIBERATIONS

A. V-3349-17 Jennifer Falvey

After discussion, the following findings of fact were established:

1. The Board reviewed a site plan, floor plan and the short term rental form.
2. The owner would be present during all rental periods.
3. The home originally had three units, two apartments (one up front and one above) and a men's club in the rear. She can easily shut her side of the house off from the rest of the house.
4. The rentals would be advertised over the Airbnb website.
5. The rentals would be to one group at a time. The Airbnb website allows the owner to select/control which groups or individuals she wishes to rent to.
6. The site plan shows five cars parked directly behind one another along the northern property line. Two spaces would be for the owner and three spaces for the guests.
7. The Town Planner asked how the vehicles parked furthest in would be able to leave.
8. Rentals would be only six times per year. When multiple cars are used by a group rental, the members of the group would sort it out.
9. Four bedrooms would be rented and all are located on the second floor.
10. An application has been filed with the State Fire Marshall's office, but there has been no response as yet.
11. The applicant stated she had read the regulations on Short Term Rentals.
12. The VDRB reviewed Sections 525 Short Term Rental and 810 Conditional Use with the applicant.

After further discussion, Ms. Cole moved with a second by Ms. Spector to approve the application with the following condition:

1. **The State Fire Marshall' approval is required before the use begins.**

The motion was approved with a 5-0 vote.

V. APPROVAL OF MINUTES

The minutes of the October 11, 2017 meeting were approved as submitted.

VI. ADJOURNMENT

The Board adjourned at 8:20 p.m.

Respectfully submitted,

Michael Brands, AICP
Town Planner