

**VILLAGE DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
May 25, 2016**

PRESENT: Jim Mills, Keri Cole, Jane Soule, Benjamin Pauly
ABSENT: Randy Mayhew
ALSO PRESENT: Matt Wheaton, Dan Monette, Paul Calandrella, Sam Segal, Beth Vaughan, Cyndy Kozara, Priscilla Pannell, Victoria Jas, Brian Alderfer, Margo Alderfer, Susan Sarcia, Domenic Sarcia, Michael Brands

I. CALL TO ORDER

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

II. PUBLIC HEARINGS

A. Old Business **None**

B. New Business

1. V-3230-16 **DEW Ottawaquehee, LLC**

The application is for Design Review Approval to construct a 400 sq. ft. concrete pad for temporary use of MRI Trailer. The property is located at Pleasant Street and is zoned Community / Design Review.

Mr. Wheaton - DEW, Mr. Calandrella - Ascutney Hospital, and Mr. Monette - consulting engineer, presented the application.

The VDRB reviewed a site plan and numerous photographs.

The Design Review Board's recommendation to approve the design as presented was read.

The VDRB reviewed the Conditional Use and Site Plan criteria with the applicant.

Mr. Wheaton stated the Ottawaquehee Health Center would like to place an MRI unit on-site twice a month for a 24-hour period each time.

The mobile unit is a 51' long, 10' wide, 13.5' tall trailer.

The unit would be placed during the evening hours after the OHC is closed, and removed 24 hours later. The tractor would be off-site. Setup and removal should take no longer than 30 minutes each. This would occur twice a month.

A concrete slab is required to assure a flat level surface and to absorb associated vibrations. The pad would be 8" thick, 40' long and 10' wide. It would be poured flush to the asphalt surface.

The proposed location of the trailer is directly south of the emergency entrance. The eastern entrance to the emergency room is still available for ambulance arrivals.

This location was chosen for many reasons: ease of parking the unit, least impact on parking lot, out of the way, well screened from Route 4, and proximity to the clinic.

The trailer would not impede parking further south of the site.

Patients would enter the MRI trailer from the south side. A lift for patients and a set of stairs would be used. The lift is attached to the trailer. The stairs are detachable.

There would be a small low profile down-lit light next to the door. There would be a small LED light on the corner of the trailer as well. The trailer is to be used during day time hours.

A number of attachments are required: water service, waste water disposal, electrical service, and internet cable. All of these services are available directly from this section of the building. All connections would be located between the trailer and the building.

The existing two dumpsters would be relocated two parking spaces to the south to allow adequate room for the trailer. Smaller vehicles could still park in front of the trailers if necessary.

Noise levels were discussed. The trailer has A/C compressor units on board which are located on the front. The compressors run all night and all day to assure proper temperature and ventilation levels.

The unit was tested at the Ascutney Hospital. The area in question is enclosed with large cement walls which may increase sound levels. Readings of 85 dbs were taken at a distance of three feet away.

The rear of the trailer would be located 23' from the west property line and the front 35' from the south property. The compressors are located an additional 40' away from the west property line. The property to the west is a residence. The Simmons House, to the south, is used for offices.

The applicant estimated the decibel readings should be no more than 65 db as measured on the two property lines.

Testimony was voted close.

2. V-3231-16 Lorissa & Sam Segal

The application is for Conditional Use Approval to use property as a short term rental. The property is located at 3 Highland Avenue Extension and is zoned Residential Three Acre / Scenic Ridgeline.

Mr. Segal presented the application.

The VDRB reviewed a site plan, a floor plan and a write up of the proposed use.

The VDRB reviewed the Short Term Rental regulations with the applicant.

The home is brand new and has a mother-in-law apartment with its own exit.

The apartment was planned for use as a short term rental. Mr. Segal conferred with the State Fire Marshall's office to assure compliance with State regulations.

Only the one bedroom mother-in-law apartment would be rented and only when the owners are home. The owners have small children.

The apartment would be rented no more than six times per year.

The owners would add a number of additional regulations to the required written regulations that need to be on display for guests.

Parking would take place on the owner's property just west of the two-car garage access.

Testimony was voted close.

3. V-3232-16 Beth & Tierney Vaughan

The application is for Design Review Approval to use property as a short term rental. The property is located at 29 High Street and is zoned Residential High Density.

Ms. Vaughan presented the application.

The VDRB reviewed a floor plan and a site plan.

The VDRB reviewed the Short Term Regulations with the applicant.

The owner would stay with her sister in Killington during rental periods, so she would be able to respond quickly if issues arise.

She would not rent the home out during foliage season as she is a substitute teacher and needs to be home.

The home would be rented out no more than six times per year.

Ms. Vaughan presented the VDRB with a letter of approval from David Green of the State Fire Marshall's Office.

There would be a maximum of six guests per rental.

The owner prefers to rent to families only.

Ms. Vaughan stated she had read the regulations regarding short term rentals.

Ms. Pannell, neighbor, asked how the neighborhood would contact the owner should issues arise during a short term rental.

Ms. Vaughan stated she would give her cell phone number to neighbors who request it.

Ms. Kozara, neighbor, asked if dogs would be allowed to stay on-site. She referred to an earlier incident in which a visitor's dog had been lost in the neighborhood.

Ms. Vaughan stated that if the neighbor's prefer she would not allow dogs on-site during the rental period.

Ms. Jas, neighbor, was also concerned with dogs on-site.

Chair Mills noted the Village has a leash law for dogs. If dogs are allowed, the leash law needs to be added to the other required written regulations that the renters need to know about.

Mr. Alderfer, neighbor, asked about parking.

Ms. Vaughan stated all renters would park on-site. She has two parking spaces directly north of her home and a one car garage space.

The Town Planner, noted that Ann Marie Boyd, a neighbor sharing a driveway with Ms. Vaughan, asked that the driveway be kept clear to assure access to the rear of her home.

Ms. Vaughan noted she has spoken with Ms. Boyd and assured her the driveway would be kept clear.

Testimony was voted close.

III. OTHER BUSINESS

A. Administrative Officer's Report

The report was issued and discussed.

IV. DELIBERATIONS

A. V-3230-16 DEW Ottauquechee LLC

After discussion the following findings of fact were established:

1. The VDRB reviewed a site plan and numerous photographs.
2. The Design Review Board's recommendation to approve the design as presented was read.
3. The VDRB reviewed the Conditional Use and Site Plan criteria with the applicant.
4. The Ottauquechee Health Center would like to place an MRI unit on-site twice a month for a 24-hour period each time.
5. The mobile unit is a 51' long, 10' wide, 13.5' tall trailer.
6. The unit would be placed during the evening hours after the OHC is closed, and removed 24 hours later. The tractor would be off-site. Setup and removal should take no longer than 30 minutes each. This would occur twice a month.
7. A concrete slab is required to assure a flat level surface and to absorb associated vibrations. The pad would be 8" thick, 40' long and 10' wide. It would be poured flush to the asphalt surface.
8. The proposed location of the trailer would be directly south of the emergency entrance. The eastern entrance to the emergency room would still be available for ambulance arrivals.
9. This location was chosen for many reasons: ease of parking the unit, least impact on parking lot, out of the way, well screened from Route 4, and proximity to the clinic.
10. The trailer would not impede parking further south of the site.
11. Patients would enter the MRI trailer from the south side. A lift for patients and a set of stairs would be used. The lift is attached to the trailer. The stairs are detachable.
12. There would be a small low profile down-lit light next to the door. There would be a small LED light on the corner of the trailer as well. The trailer is to be used during day time hours.
13. A number of attachments are required: water service, waste water disposal, electrical service, and internet cable. All of these services are available directly from this section of the building. All connections would be located between the trailer and the building.
14. The existing two dumpsters would be relocated two parking spaces to the south to allow adequate room for the trailer. Smaller vehicles could still park in front of the trailers if necessary.
15. Noise levels were discussed. The trailer has A/C compressor units on board which are located on the front. The compressors run all night and all day to assure proper temperature and ventilation levels.
16. The unit was tested at the Ascutney Hospital. The area in question is enclosed with large cement walls which may increase sound levels. Readings of 85 dbs were taken at a distance of three feet away.

17. The rear of the trailer would be located 23' from the west property line and the front 35' from the south property. The compressors are located an additional 40' away from the west property line. The property to the west is a residence. The Simmons House to the south is used for offices.
18. The applicant estimated the decibel readings would be no more than 65 db when measured on the two property lines.

After additional discussion, Ms. Soule moved with a second by Ms. Cole to approve the application as presented. The motion passed with a 4-0 vote.

B. V-3231-16 Lorissa & Sam Segal

After discussion the following findings of fact were established:

1. The VDRB reviewed a site plan, a floor plan and a write up of the proposed use.
2. The VDRB reviewed the Short Term Rental regulations with the applicant.
3. The home is brand new and has a mother-in-law apartment with its own exit.
4. The apartment was planned for use as a short term rental. Mr. Segal conferred with the State Fire Marshall's office to assure compliance with State regulations.
5. Only the one bedroom mother-in-law apartment would be rented and only when the owners are home. The owners have small children.
6. The apartment would be rented no more than six times per year.
7. The owners would add a number of additional regulations to the required written regulations that need to be on display for guests.
8. Parking would take place on the owner's property just west of the two-car garage access.

After additional discussion, Mr. Pauly moved with a second by Ms. Cole to approve the application as presented. The motion passed with a 4-0 vote.

C. V-3232-16 Tierney & Beth Vaughan

After discussion the following findings of fact were established:

1. The VDRB reviewed a floor plan and a site plan.
2. The VDRB reviewed the Short Term Regulations with the applicant.
3. The owner would stay with her sister in Killington during rental periods, so she would be able to respond quickly if issues arise.
4. The home would not be rented out during foliage season as the owner needs to stay in the home.
5. The home would be rented out no more than six times per year.
6. A letter of approval from David Green of the State Fire Marshall's Office was presented.
7. There would be a maximum of six guests per rental.
8. The owner prefers to rent to families only.
9. Ms. Vaughan stated she had read the regulations regarding short term rentals.
10. The owner offered her cell phone number to neighbors should there be any issues.
11. In a discussion of dogs on-site, the owner would restrict their presence if the

neighbors noted a preference and would add the Village's leash law reference to the list of regulations to be on display within the rental.

12. The owner has two parking spaces located directly to the north of her home and one parking space within the garage.
13. The shared driveway with the neighbor to the north would be kept clear of vehicles.

After additional discussion, Mr. Pauly moved with a second by Ms. Cole to approve the application as presented. The motion passed with a 4-0 vote.

V. APPROVAL OF MINUTES

The May 11, 2016 minutes were approved as submitted.

VI. ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Michael E. Brands, AICP
Town/Village Planner