

Lyndon Development & Review Board

April 7, 2016 Minutes

Members	Public Official	Press	Public
Jon Prue Brandon Carpenter Dave Cobb Pauline Harris Eric Paris	Kaela Gray		Susan Hanus Dennis Percy Derek Limoges Alec Henderson Greg Hopkins Suzanne Flachbart Cheryl Kerr

Mr. Prue called the meeting to order at 7:02 PM and advised there were five warned items on the agenda.

Mr. Prue gave a brief explanation of the process to the forum by explaining they would hear the presentation by the applicant, and questions would be asked by board members, as well as members of the public. Mr. Prue advised after all comments and questions were finished, the board would discuss and make the final decision in deliberative session. The applicant could choose to stay and wait outside the Conference Room to hear the decision or wait to contact the Zoning Administrator the next morning. Mr. Prue advised if the application was approved, there would be a 30-day appeal period, and if the applicant proceeded with their project before the 30-days were up, they would do so at their own risk.

At this time Mr. Prue explained to the forum the DRB was a 7 member board, with only 5 members present at this meeting. Mr. Prue noted in order for an application to pass, applicants would need 4 affirmative votes. The board offers each applicant the opportunity to postpone their application until they next warned meeting with more board members present.

At this time Ms. Gray stated that application 2016-012 of the Riverside School had been withdrawn at the request of the applicant.

2016-008: Alec Henderson is proposing to relocate the offices of Sutton River Electrical to the existing space at 1055 Broad Street. Offices are a permitted use in the Village Commercial District, the application requires site plan approval under Section 9.1 of the zoning bylaws.

Alec Henderson was present and explained that his electrical company Sutton River Electrical (SRE) will move into 1055 Broad Street. Mr. Henderson stated there will be no retail sales in the space. It will be used exclusively for office staff and some storage of materials. There will be one (1) full-time staff person on site, and one (1) part-time staff person on site. The hours of operation

will be from 7:00 AM – 4:00 PM Monday through Friday. Mr. Henderson stated that employees will park outback as to not take up the two street parking spaces located in front the space shared with Green Mountain Books.

The board asked about how deliveries will be handled on site given busy intersection. Mr. Henderson stated that most deliveries arrive in small delivery vans, are shipped to a job site, or are picked up by SRE staff on the way to a job. Any larger trucks delivering materials and supplies will be received out back of the building. Mr. Henderson stated that their lease includes the use of the space out back. Mr. Henderson stated that the back alley is capable of accommodating larger trucks, as the Darling Inn next store receives large food deliveries using the same space.

The board asked about signage for the business. Mr. Henderson stated that they would like to have a 3' X 5' with downcast lighting. The board stated that lighting is allowed in the Village Commercial zoning district, and must be turned off 1 hours after closing. Mr. Henderson stated that will not be a problem.

Hearing no further questions from the board or public the board moved on to the next warned item.

2016-009: Kingdom Auto Brokers is proposing to construct a two-bay garage measuring 28' X 32' on the property located at 217 Broad Street. The application requires Conditional Use approval under Section 4.2.2 of the bylaws as an expansion of an existing Conditional Use identified as under Section 3.6.2.26 in this Commercial district, and site plan approval under Section 9.1

Derek Limoges was present to discuss the application of Kingdom Auto Brokers. Mr. Limoges stated that he would like to construct a two bay garage to detail the cars for sale on his used car lot. He stated that there will be no increase to the hours of operation, the number of employees, or the services provided onsite.

The board asked if any mechanical services would be provided, Mr. Limoges stated that there would be no mechanical services provided onto the detailing of cars. Mr. Limoges stated that at this time he does not plan to be open to the public offering detailing of cars. At this time it will only be used for the cars being sold on the property.

The board asked if there will be any additional lighting. Mr. Limoges stated that there will be motion sensor activated lighting for security on the garage.

Hearing no further questions from the board or public the board moved on to the next warned item.

2016-010: Susan S. Hanus is proposing to assume ownership of the Stepping Stone Spa located at 1563 Darling Hill Road and continue its operation as a bed & breakfast, cafe and spa. This permit requires Conditional Use approval under Section 3.1.2.20 "other" in this Rural Residential District, and site plan approval under Section 9.1.

Ms. Hanus was present and explained to the board that she is purchasing the Stepping Stone Spa from its current owners, and plans to continue the operation as a B&B, Spa, and café. Ms. Hanus noted that the only changes she is making are to the number of rooms in the B&B and the number of seats in the café. She proposes to take two seats from the café, which is currently permitted at

12 patrons, and transfer the wastewater allocation from those two seats to provide one additional B&B room. Ms. Hanus stated she will have 10 seats in the café, and 5 rooms in the B&B. Ms. Hanus will extend the hours of operation for the café from a 6PM close time, to a 9:00 PM close time.

The board asked if the pavilion will be a part of her business as well. Ms. Hanus stated that it will not. She is purchasing the spa and 10 acres surrounding it, not including the silo or pavilion.

Ms. Hanus stated she will have a new sign, changing the name slightly from Stepping Stone Spa to Stepping Stone Inn. The sign will be of similar design and character as the other signage along Darling Hill Road. The sign will have downcast lighting and likely be 2' X 3' in size.

Hearing no further questions from the board or public the board moved on to the next warned item.

2016-011: Fred's Energy is proposing to construct an addition measuring 20' X 61' to provide additional office space at their offices located at 4920 Memorial Drive. This application requires site plan approval under Section 9.1 of the zoning bylaws.

Greg Hopkins & Dennis Percy were present to represent Fred's Energy. They stated that they are looking to add additional office space in the new addition. They will have no increase to the number of employees, or to the signage on the property. They just need more space for their current employees to move around.

The board asked about the parking requirements on the property. The applicants' stated that they have adequate parking for what is required. They also stated that they will continue to have transport trucks coming onto the site for deliveries, so they were careful to be sure there is still adequate space for those deliveries.

The board asked how delivery trucks currently enter and exit. The applicant stated that trucks currently enter one way and are able to travel around the building to exit in one direction. That same plan is provided for with the new addition and parking.

The board asked if there were will be any changes to signage. The applicant stated that they will be putting up a new sign, however they plan to use their existing signage posts and will put up a smaller sign with their newer business name on that existing sign space.

Hearing no further questions, a motion to go into deliberative session at 7:34 with Kaela Gray present was made by Brandon Carpenter, seconded by Pauline Harris and the vote carried 5-0.

A motion to come out of deliberative session at 8:19 was made by Eric Paris, seconded by Dave Cobb and passed 5-0. With the following decisions being made.

A motion to approve the application of Alec Henderson (2016-008) with conditions was made by Eric Paris, seconded by Brandon Carpenter and passed 5-0.

1. Employees shall park out back.
2. Deliveries in large trucks must be received out back.

3. Downcast lighting is permitted on the sign, and allowed from 7Am – 5PM.

A motion to postpone the application of Kingdom Auto Brokers (2016-009) until an improved site plan and additional information regarding plumbing code compliance for gray water is provided, was made by Dave Cobb, seconded by Pauline Harris and passed 5-0.

A motion to approve the application of Susan Hanus (2016-010) with conditions was made by Dave Cobb, seconded by Eric Paris.

1. Signage will be no larger than 3' X 4'
2. Downcast lighting is permitted on the sign, and allowed from 10 AM to 10PM.
3. Any applicable permit amendments are approved by the Agency of Natural Resources to accommodate the proposed numbers of café and overnight guests.

A motion to approve the application of Fred's Energy (2016-011) as presented was made by Brandon Carpenter, seconded by Pauline Harris and carried 5-0.

A motion to approve the minutes of March 3, 2016 was made by Brandon Carpenter, seconded by Dave Cobb and carried 4-0-2 with Jen Gould voting via email, and Eric Paris & Pauline Harris abstaining.

A motion to approve the Notice of Decision for Travis Glodgett (2016-003) was made by Brandon Carpenter, seconded by Dave Cobb and carried 4-0-2 with Jen Gould voting via email, and Eric Paris & Pauline Harris abstaining.

A motion to approve the amendment of the application of Travis Glodgett (2016-003) to reduce the number of total seats proposed was made by Brandon Carpenter, seconded by Dave Cobb and carried 4-0-2 with Jen Gould voting via email, and Eric Paris & Pauline Harris abstaining.

A motion to approve the preliminary sub-division of Tim Tanych was made by Pauline Harris, seconded by Eric Paris and passed 5-0.

A motion to approve the preliminary sub-division of Neil Switser was made by Eric Paris, seconded by Pauline Harris and passed 5-0.

A motion to approve the preliminary sub-division of Gardner Berry was made by Pauline Harris, seconded by Brandon Carpenter and passed 5-0.

A motion to adjourn was made by Eric Paris, seconded by Brandon Carpenter and passed 5-0.

The meeting adjourned at 8:41 PM.