

TOWN OF LYNDON
DEVELOPMENT REVIEW BOARD
November 3, 2016 Minutes
Approved 11/17

Members	Public Official	Press	Public
Kevin McKeon	Annie Geratowski	Josh Cardes	Judy Allard
Jon Prue	Laurie Willey	Jordan Barlow	David Allard
Brandon Carpenter			Susan Hanus
Dave Cobb			Susan Teske
Dave Keenan			Douglas Burrington
Craig Weston			Cynthia Burrington
			Tom Williamson
			Sacha Pealer
			Ruby Eastman
			Suzanne Flachbart
			Robert Duggan
			Ryan McDonald

Mr. Prue called the meeting to order at 7:00 PM and advised there was 4 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 swore in the applicants and interested parties.

At this time a motion was made Dave Keenan, seconded by Brandon Carpenter to change the order of the agenda, moving the minutes and the Flood Hazard Presentation to end before going into deliberative session. The vote carried 6-0.

2016-85: McDonald Holdings, LLC is seeking approval to convert the former Community National Bank building located in the Village Commercial District at 1033 Broad Street, into office space for several tenants. The application requires site plan approval under section 9.1 of the Town Zoning Bylaws.

Ryan McDonald was present and explained they would like to develop the building into multiple office space. Mr. McDonald presented a sketch proposing 14 offices on the first floor, 3 on the second floor and two in the lower level creating a total of 19 office spaces.

Craig Weston asked about the shared driveway and the amount of parking out back. Mr. McDonald stated the driveway was shared but had a curb running down the middle separating the two properties. Mr. McDonald noted he felt there was ample parking in back of the building.

The board asked what the hours of operation would be and if he intended on changing the signage. Mr. McDonald answered hours would be Monday-Saturday 7:00 am- 6:00 pm., and they would continue to use the lit sign that was there.

Hearing no further questions, the board moved on to the next warned item.

2016-088: David and Judy Allard are proposing to subdivide a 12.5 acre parcel located in the Rural Residential District at 119 Black Bear Run, into three lots: a 1.2 acre lot with an existing house; a 0.59 acre lot with an existing house; and 10.71 acres of remaining land. The application requires final plat approval for a minor subdivision under section 7.7 of the Town Zoning Bylaws and site plan approval under section 9.1.

David and Judy Allard were both present and Ms. Allard presented a survey map to the board explaining the sub-division. Ms. Allard noted that two lots were occupied by family members and the remaining was a 10.7 acre lot.

Ms. Allard explained the ROW was 50' but only 40' at the beginning.

Anne Geratowski, Zoning Administrator asked Judy to explain the ROW and to make sure access is available to the third 10.7 acre lot. Discussion followed and Judy noted deeds would be separate with the ROW noted in the deeds.

Doug and Cindy Burrington interested persons, expressed to the board they and their neighbors had a drainage problem on their land and felt the development of the Allard piece had contributed to this problem. Mr. & Mrs. Burrington noted if further development were to happen the problem could be worse.

At this time Chairman Prue explained drainage issues should be settled outside of the DRB meeting.

Sue Teske, adjoining land owner expressed concern over the ROW, noting she did not want to lose access to their barn out back. The board agreed if the ROW was already in her deed it would not be affected.

Hearing no further questions the board moved on to third warned item.

2016-089: Lyndon Educational Alternative Resources Network, Inc. (LEARN) is seeking approval for a secondary school at 37 Pleasant Street, which is located in the Commercial District. The application requires conditional use approval under section 4.2.2 and site plan approval under 9.1 of the Bylaws.

Ruby Eastman was present representing LEARN, noting they would like to occupy the building as is. They currently have 20 students and 5 staff members.

Ms. Eastman stated they had plenty of parking and will be using the existing sign. Ms. Eastman noted they purchased the building on Oct. 7th and would like to move in immediately.

Craig Weston asked if they had contacted the fire marshal and Ms. Eastman noted they had.

Mr. Weston would like the site plan to show the actual measurements of the driveway.

At this time the board moved on to the last warned item on the agenda.

2016-091: The Stepping Stones Inn is seeking approval for a 28' x 42' addition to the Inn, to house an expanded fitness studio and spa services along with an innkeepers apartment, and the addition of an outdoor bar area at 1563 Darling Hill Road, which is located in the Rural Residential District. The application requires conditional use approval under section 4.2.2 and site plan approval under 9.1 of the Bylaws.

Susan Hanus, owner of the Inn was present and explained the addition would mirror the other side and presented a picture with the proposed addition to the south side. The first floor of the addition would be a fitness studio and the second floor would be an apartment for the Innkeeper.

Ms. Hanus noted signage at this time would remain the same and the original parking plan and hours of operation were approved with the May 2015 permit, however she is requesting additional hours of operation for the fitness center to be 5:00 am to 9:00 pm.

Ms. Hanus stated any additional lighting would be low light safety lights for security.

At this time the board moved on to other business.

Sacha Pealer, Vermont Department of Environmental Conservation Rivers Program was present and gave a brief over-view of the changes to the River Corridor Protection and Floodplain Protection.

A motion was made at 8:27 by Craig Weston, seconded by Dave Cobb to go into deliberative session with Anne Geratowski, and Laurie Willey present. The vote carried 6-0.

A motion to come out of deliberative session at 9:38 PM with the following decisions was made by Brandon Carpenter, seconded by Dave Cobb and the vote carried 6-0.

2016-85: A motion to approve the McDonald Holdings, LLC application as presented with the following conditions was made by Craig Weston, seconded by Dave Cobb and the vote carried 6-0.

1. Hours of operation Monday-Saturday 7:00 am-6:00 pm
2. 19 identified spaces
3. A state wastewater system and potable water supply must be obtained prior to the issuance of the zoning permit
4. The addition of any use other than office space will require additional review by the DRB

2016-088: A motion to approve the David and Judy Allard permit as presented with the following conditions was made by Dave Cobb, seconded by Craig Weston and the vote carried 6-0.

1. Prior to the transfer of lots, deeds must be filed referencing ROW with metes and bounds.
2. Mylar meets standard 7.7 of zoning bylaws.

2016-089: A motion to approve the LEARN application as presented with the following conditions was made by Dave Cobb, seconded by Brandon Carpenter and the vote carried 6-0.

1. Final site plan must meet standards of 9.1 of zoning bylaws.
2. Maximum number of students 20, staff 7

2016-091: A motion to approve the Stepping Stones Inn as presented with the following conditions was made by Craig Weston, seconded by Kevin McKeon and the vote carried 6-0.

1. Site plan standards of 9.1 of zoning bylaws with new plan submitted.
2. Project will require applicant to update the existing state wastewater system and potable water supply permit for the property. The existing permit notes only 63 gpd water and 33gpd wastewater available unused flows.
3. Area of alcohol consumption must be fenced in and only accessed by indoor serving area.
4. Lighting plan--must be downcast and all outdoor lighting illuminated only during cafe operation

At this time a motion was made by Craig Weston, seconded by Brandon Carpenter to move the start time of the DRB to 6:00 PM beginning in Dec. and through the end of April and the vote carried 6-0.

A motion was made by Brandon Carpenter, seconded by Dave Cobb to approve the Oct. 20th minutes and the vote carried 6-0.

A motion was made by Dave Cobb, seconded by Brandon Carpenter to approve the Brink Notice of Decision and the vote carried 6-0.

A motion was made by Brandon Carpenter, seconded by Dave Cobb to approve the Doyon Trust Notice of Decision and the vote carried 6-0.

A motion to adjourn was made by Dave Keenan, seconded by Kevin McKeon and the vote carried 6-0.

The meeting adjourned at 9:49 PM.