

**TOWN OF CASTLETON
DEVELOPMENT REVIEW BOARD MEETING
Minutes of July 18, 2017
Castleton Town Offices**

MEMBERS PRESENT: D. Wood, B. Day, W. Potter, G. Chader, V. Waldron

MEMBERS ABSENT: J. Mark

OTHERS PRESENT: Jeff Biasuzzi, Zoning Administrator, see attached list.

The meeting was called to order at 7:00 pm by B. Day

All interested parties were sworn in by B. Day at the beginning of each application.

APPROVAL OF AGENDA

MOTION: G. Chader made a motion to approve the agenda. Seconded by D. Wood
All in favor Motion Carried.

D. Wood noted that Fellowship Baptist Church is not Green Mountain Baptist Assoc. Church.

ORGANIZATION OF BOARD

- ELECTION OF BOARD OFFICERS- CHAIRMAN, V.CHAIRMAN & SECRETARY
- SET MEETING DAY & TIME

MOTION: D. Wood made a motion to appoint B. Day as Chairman. Seconded by W. Potter.
All in favor. Motion Carried.

MOTION: G. Chader made a motion to appoint D. Wood as Vice Chairman. Seconded by W.
Potter. All in favor. Motion Carried.

MOTION: G. Chader made a motion to appoint J. Mark as Secretary. Seconded by D. Wood.
All in favor. Motion Carried.

MOTION: G. Chader made a motion to set the meeting day & time for the first and third
Tuesday of the month, depending on circumstances at 7:00pm

NEW BUSINESS

APPLICANT: RUCKEL, FRANK & SHELBY, 1 West Crystal Haven, Castleton- Request to remove
existing structure and build a Non-conforming structure (single family residence) on a Non-
conforming lot.

B. Day swore all interested parties in.

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J. Biasuzzi informed the members that they will be removing the existing building and replacing it with a 2 story house with a walk out basement. They have received asbestos, flood plain and shoreline protection certifications. He states that he (Z.A.) has reviewed the plan and it fits into the existing footprint. It is just a whole different type of structure.

F. Ruckel states that the porch on the top will be screened in.

J. Biasuzzi stated that Shoreline Protection was ok with the plan.

F. Rucker stated he was still waiting to hear from Shoreline Protection.

W. Potter asked if it was the same square footage.

J. Biasuzzi stated there was an increase of 36 feet.

V. Waldron asked if it would still be a 3 season home.

F. Ruckel replied that they were adding heat, so that it will now be an all year home.

C. Dawson also noted that the permit states 3 season.

J. Biasuzzi stated that he will correct that.

C. Dawson also noted that the lots size on permit is wrong, it is actually 0.3 acres. Then name of the road is wrong. It is West Crystal Haven not East and there is not Road after name.

MOTION: W. Potter made a motion to close the hearing. Seconded by G. Chader.
All in favor. Motion Carried.

OTHER BUSINESS/CORRESPONDENCE

#1) Level 7, LLC, 52 Rte. 30 N- (former apartment: gift store) a non-conforming structure, Request to use as single family rental.

J. Biasuzzi asked the Board for input regarding Level 7, LLC. He informed the members that it was single family home, received a permit to become a retail business and is now going back to single family home.

V. Waldron stated that if a permit was required for the property to go from single family to commercial that it seemed to follow that it would need a permit to go back to a single family use.

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J. Biasuzzi stated that it is being used as a rental income now so it is going from a commercial use to another commercial use.

G. Chader asked if the property was grandfathered.

J. Biasuzzi stated that he is an agent for Century 21.

J Biasuzzi stated that he wanted to get the issue into the minutes so the Board could do homework and offer the Z.A. advice.

#2) Green Mountain Baptist Assoc. , 40 Mechanic Street, requests changing the use to a residential parsonage to house a church member on a non-conforming lot.

J. Biasuzzi stated that the church would like to convert to a single family home.

D. Wood asked if there would be any interior changes to take place.

L. Warren said there would be 3 interior walls changed.

W. Potter asked about exterior changes.

L. Warren stated there would be none.

G. Chader stated that this seemed to be a decision that the Zoning Administrator would make, as it seems to be a change of use, since there are not structural changes taking place.

#3) Residential owner wants to rent a detached garage to others.

J. Biasuzzi states that there are attorneys involved in this issue already. The resident owner of the house is renting his garage to a third party.

D. Wood questioned if that was a commercial use in a residential area as they are generating an income.

C. Chader noted that this issue should not be decided without an open session in a meeting.

J. Biasuzzi stated that he was asked by M. Shea to look into this and see if there was a clear consensus of the Board.

#4) E. Dutil request to amend previous permit.

J. Biasuzzi stated that E. Dutil was at the meeting.

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E. Dutil states that he wanted to amend his permit regarding elevation alterations. The project is 75% done. He is not changing the footprint, just changing elevation from 31 ft. to 3.5 ft.

W. Potter reiterated that the original permit was for 31 feet.

G. Chader asked if the height change would impact any neighbors.

E. Dutil stated it would not. The original permit is dated April 2016.

J. Biasuzzi asked the members a procedural question regarding an application he might receive. There is a merging of two lots to one lot and the house will meet all setback requirements. The only issue is that it will be a ½ acre lot in a 1 acre zone. Does this go to the DRB or not.

The next meeting will be August 1st, 2017 @ 7:00pm.

MINUTES FOR APPROVAL – June 6, 2017

MOTION: W. Potter made a motion to approve the minutes of June 6, 2017. Seconded by D. Wood. All in favor. Motion Carried.

MOTION: G. Chader made a motion to enter deliberative session. Seconded by W. Potter. All in favor. Motion Carried.

MOTION: W. Potter made a motion to exit deliberative session. Seconded by G. Chader. All in favor. Motion Carried.

ADJOURN: MOTION: D. Wood made a motion to adjourn the meeting. Seconded by W. Potter. All in favor. Motion Carried.

Respectfully,

V. Waldron

Date of Approval