

**TOWN OF CASTLETON
DEVELOPMENT REVIEW BOARD MEETING
MINUTES OF September 1, 2016
TOWN OFFICES**

MEMBERS PRESENT: R. Day, J. Mark, K. Israel

MEMBER(S) ABSENT: G. Charder

OTHERS PRESENT: J. Biasuzzi, Zoning Administrator; Howard Smith; C. Devlin & D. Schneider.

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

R. Day had all interested parties sworn in.

Old Business:

Applicant: Morrill House, LLC, (Howard Smith, Agent), 89 South St., Castleton – Continued Hearing to construct second floor dwelling unit and deck, converting to a 2 family residence.

J. Biasuzzi introduced the ZA review of the application. H. Smith submitted details on construction and parking. No other interested parties were present or had submitted testimony.

MOTION: K. Israel motioned to close the Hearing. J. Mark seconded. All in favor. Motion carries.

J. Biasuzzi updated the Board as to the reply by Castleton DG, LLC, (applicant for E. Graziano, Application # 7900 ,DRB #472) to the DRB's requests for certain design changes to the Site Plan for a proposed subdivision and construction of a Dollar General retail store at 1429 Main St. The Applicants agent submitted plans that showed the requested 36 parking spaces and landscaping. However, additional time was needed to review the Board's request for a driveway at the west end of the store, to facilitate fire equipment access. The Board decided to schedule their deliberative session on this matter at their next meeting, so to allow the applicant time to reply, and have all Members in attendance. The DRB has until September 30th in which to render their decision (45th day).

New Business:

Applicant: Caroline Kuntz & Keith Bauer, 3296 VT Rt. 30 N- Request for approval for a private Right of Way to access a new 3+/- acre parcel; required for approval of subdivision application (Simple-Parceling) #7847.

The Applicants were unable to attend, but were available by telephone if necessary. There were no other interested parties present. J. Biasuzzi described the property and existing structures. The Owners wish to convert the second level of an accessory structure to a 3 bedroom residence. To comply with Section 1007 of the Zoning Ordinance, this structure would have to be on its own parcel of land. To subdivide off a conforming parcel, a right of way

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(ROW) needs DRB approval (Section 1002). J. Biasuzzi described the site plan, with the (existing) road ROW, which would have the minimum 20 feet of width and 100 feet of frontage (including a cul-de-sac for emergency equipment). The new parcel and its structure would conform to Article IV as a permitted use, Article V for dimension & setback, and Article VI for off-street parking.

MOTION: J. Mark motioned to close the Hearing. K. Israel seconded. All in favor. Motion carries.

Other Business:

J. Biasuzzi introduced Carolyn Devlin & David Schneider, who own a nonconforming parcel at 85 Acorn Lodge Road. They wish to replace the existing structure with a retirement home, and requested the Board's guidance on setbacks or the possibility of a variance. The DRB reviewed the site plan provided and offered several suggestions.

MOTION: J. Mark motioned to approve the Meeting Minutes of August 2, 2016. K. Israel seconded. All in favor and Minutes were approved.

The next meeting of the Development Review Board was set for Thursday, September 22, 2016, at 7:00 pm.

Deliberative Session

MOTION: J. Mark motioned to enter Deliberative Session. K. Israel seconded. All in favor. Motion carries.

MOTION: J. Mark motioned to exit Deliberative Session. K. Israel seconded. All in favor. Motion carries.

The Zoning Administrator was instructed to issue Permit #7901 (DRB #473) to Morrill House LLC.

The Zoning Administrator was informed that the request for a private Right-of-Way having a minimum width of 20 feet to access the Kuntz & Bauer 3+/- acre parcel was approved.

ADJOURN

K. Israel motioned to Adjourn at 8:45 pm. J. Mark seconded. All in favor. Motion carries.

Respectfully, _____, Jeffrey Biasuzzi, recorder