

**TOWN OF CASTLETON
DEVELOPMENT REVIEW BOARD MEETING
MINUTES FEBRUARY 20, 2018
CASTLETON TOWN OFFICES**

MEMBERS PRESENT D. Wood, W. Potter, R. Day, G. Chader, V. Waldron, Alt.

ABSENT MEMBERS: J. Mark

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

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

APPROVAL OF AGENDA

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

B. Day swore in all interested parties.

NEW BUSINESS

APPLICANT: SUNRISE PLAZA INC., (WILLIAM GILBERT, AGENT), 912 RTE. 4A W, CASTLETON - REQUEST FOR A CHANGE OF USE FOR SUITE #6, FROM A RESTAURANT TO OTHER RETAIL SALES AND SERVICES (EXERCISE & FITNESS CENTER).

J. Biasuzzi stated that the owner of the property was present. There were no interior or exterior changes to be made, it is the northern most part of the plaza.

W. Gilbert stated that there was parking for 59 cars and the Center would probably only have 15-20 cars. It opens at 5:00am and closes at 9:00pm.

S. Manovill stated that the weekend hours will be 8:00am to 6:00pm. They will not be selling any products or food.

J. Howard spoke saying that he owns Taggart Ln., which runs parallel to the parking lot and has a concern about the increased traffic. He reported that he has had customers of the plaza parking and using his road as an entrance and exit from the plaza. He requested some sort of barrier be put up to mark the end of the parking area and his road.

W. Gilbert relied that he would not entertain any type of separation.

S. Manovill replied that he would put up cones, at his expense, between parking lot and Taggart Ln.

B. Day did comment that there were no parking lines in the parking lot. This makes it harder for

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people pulling in and out of plaza to know if they are in the parking lot or on Taggart Ln.

B. Day suggested that some sort of signs would be helpful.

S. Manovill offered his contact info to J. Howard to have if he sees anyone parking on or using Taggart Lane.

W. Gilbert did say he would put up metal signs and police the plaza.

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

APPLICANT: Childs, Georgette & Fick, Diane; 22 Rustics Road, Castleton-Request to expand an existing deck and add two porches on the pre-existing non-conforming structure & lot.

J. Biasuzzi noted that the expansion does not exceed lot coverage, there is no impact on setbacks and there were never any alterations in the past.

The members had no questions.

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

APPLICANT: 676 SOUTH STREET LLC, (HOWARD SMITH, AGENT) 676 SOUTH ST. CASTLETON-REQUEST TO CONVERT PRE-EXISTING NON-CONFORMING SINGLE FAMILY RESIDENCE TO A TWO STORY DUPLEX; REMOVING GARAGE AND INSTALLING ADDITIONAL PARKING ON THE NON-CONFORMING LOT.

H. Smith informed the members that he is converting the house to a duplex and removing a garage to move the parking to the back of the house. It will become a 2- 2 bedroom duplex.

A. Connors, lives across the street and had a concern about the increased number of occupants.

H. Smith stated that he was not increasing the number of occupants. He was making first floor a 2 bedroom and building an exact same footprint on second story, with 2 bedrooms.

H. Smith noted that he has done this type of conversion in the past and states that it actually discourages parties as the living spaces are small and do not allow for large groups of people to congregate.

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

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OTHER BUSINESS

J Biasuzzi stated that the Board needed to review the Findings of Fact from the previous meeting.

Level 7, LLC was approved with violation condition and had the members sign the permit.

J. Biasuzzi also handed out a letter he received from J. Bruno, Chairman of the Select Board. He reviewed the letter with the members.

R. Day noted that he did not appreciate the wording in the letter.

J. Biasuzzi questioned if the letter was just written by J. Bruno or all the Select Board members.

J. Biasuzzi and B. Day agreed that it would be advantageous to have the ZA come back into meeting after Deliberative Session to go over each permit and have the Board explain how and why each decision was made.

R. Day noted that he would resign if the Select Board expected him draft the facts of findings and decisions.

J. Biasuzzi noted that if the Board puts the request for the ZA to draft the facts of findings and decisions in the minutes at each meeting then he will be able to continue to do so.

J. Biasuzzi discussed the Ellis decision, particularly "findings of fact" #4, (b). The members asked the ZA to find the original permit. The permit will be worded to mirror the original permit and any other use of the large manufacturing space that deviates from this will require a permit. The retail storage bay facility from the former retail hardware store is okay, renting existing office space to office space is okay, running the secondary or smaller storage bays for enclosed storage is okay.

J. Biasuzzi asked the Board if the ZA was able to approve a permit for E. Dutil who was looking to build a conforming structure with conforming setbacks on a non-conforming lot.

The members agreed that the Z.A. did not have to bring that particular situation in front of the Board, he was okay to approve the permit. A permit has not yet been applied for.

DELIBERATIVE SESSION

MOTION: D. Wood made a motion to go into Deliberative Session. Seconded by G. Chader. All in favor. Motion Carried.

MOTION: D. Wood made a motion to exit Deliberative Session. Seconded by G. Chader. All in favor. Motion Carried.

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MOTION: G. Chader made a motion to approve permit # 7977, Appeal #506 for Sunrise Plaza, Inc as presented. Seconded by D. Wood. All in favor. Motion Carried.

MOTION: G. Chader made a motion to approve permit # 7975, Appeal #504 for G. Childs & D. Fick as presented. Seconded by D. Wood. All in favor. Motion Carried.

MOTION: G. Chader made a motion to approve permit #7976 Appeal #505 for Morrill House, LLC as presented. Seconded by D. Wood. All in favor. Motion Carried.

MINUTES FOR APPROVAL- JANUARY 16, 2018

MOTION: D. Wood made a motion to approve the minutes of January 16, 2018 with corrections. (Pg. 5, line – add Seconded by W. Potter. Motion Carried. All in favor). Seconded by W. Potter. All in favor. Motion Carried. G. Chader - abstained.

MOTION: D. Wood made a motion to authorize the ZA to draft each of these approvals for Board consideration and ultimate approval. Seconded by W. Potter. All in favor. Motion Carried.

J. Biasuzzi suggested that the Board decide at the beginning of the meeting in what capacity V. Waldron will be acting in for each meeting, as the ZA feels that a lawyer may have a concern with a permit if there are enough board members in attendance to form a quorum.

ADJOURN

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

Respectfully

V. Waldron

Date of Approval