

North Hero Development Review Board
Thursday, February 12, 2015 7:00 P.M.
North Hero Town Office

DRAFT

In Attendance: **Board:** Andrew Julow (chair), Mary Jane Healy, Bobby Miller Pete Johnson
Guests: Matt & Mallory Surprenant, Susan Davis, Lisa & James Farrar, Kevin Fitzgerald, Rick Surprenant, Jay Surprenant, Don Green, Bob Ayers (zoning administrator)

CALL MEETING TO ORDER

Meeting was called to order by Andrew at 7:04PM.

ADJUSTMENT TO THE AGENDA

None.

NEW BUSINESS

Hearings:

Lisa & James Farrar- Conditional Use: Application 2015-01DRB

Andrew opens application 2015-01DRB. Owners Lisa & James Farrar of 370 Abnaki Rd., parcel id 11-02-30, are requesting a conditional use.

Andrew asks if any board members need to disclose ex parte communication or recuse themselves from the board. None do so.

Lisa & James Farrar are present as the applicants. Matt & Mallory Surprenant, Susan Davis, Kevin Fitzgerald, Jay Surprenant, Rick Surprenant, and Don Green are present as interested parties. Andrew swears them all in.

A sketch labeled 'Exhibit A' is circulated for board review.

The applicants state they would like to convert their residence to a 'Level One' bed and breakfast. A level one bed & breakfast has a 1-10 guest occupancy.

James reviews the sketch with the board. The barn is permitted and the foundation exists but is not finished. Everything else on the map represents already existing features, including the tree screening line. The barn is not to be used as part of the bed & breakfast, only for gardening purposes. The pedestrian walkway is mowed lawn. The parking area can accommodate 6-7 cars in addition to the 2 car garage. There are other areas that can be used for parking as well.

Discussion about lake access and septic concerns ensues with interested parties.

Andrew reads aloud a letter received from Amy Surprenant. She is entered as an interested party.

Matt speaks on behalf of the Watsons' Ridge Owners Association. He shares these concerns:

- Septic system & back up area
- Lakefront access- liability and use concerns
- Noise & traffic
- Traffic & the screening of parking

Lisa states they do not intend to include water front access or any water related activities as part of the bed & breakfast. They are aware their easement only gives them access to the waterfront.

The board asks what their guest policy would be regarding noise control and implementing a quiet time. The Farrars state they were hoping to get through the review process before beginning the next phase of their planning.

Jay asks if their guest rules would be in writing and if they could be shared with the association. James states they could do so and will comply with any regulations the board requires.

A discussion on parking and potential number of guest cars as well as outdoor lighting follows. Pete states the board would require one parking spot for each room available for rent and specific rules for outdoor lighting would be required by North Hero regulations. The Farrars plan to offer five rooms and do not anticipate the need for any outdoor lighting in excess of what is already present on the property.

Andrew proposes the meeting be recessed to allow for the bed & breakfast regulations to be put in writing. James urges his neighbors to email him with concerns he would be willing to address.

Pete states a letter will be sent from the DRB listing requirements for the approval of the application. One requirement will be a project worksheet from the state to review possible state permitting which will require a review of the septic.

Pete makes a motion to recess this hearing to the second Thursday in March at 7:00pm, Bobby seconds and the motion passes unopposed 4-0 with no further discussion.

OLD BUSINESS

None.

APPROVAL OF MINUTES: **January 8, 2015**

Andrew asks if there are any amendments or changes to the minutes. Hearing none the minutes are accepted as read.

BOARD DISCUSSION

Mary Jane announces she has decided to submit her name for reappointment to another term on the DRB. Pete asks the board to keep an eye out for any other potential DRB members as there is a possible conflict with a prospective new member.

DELIBERATIVE SESSION

Mary Jane motions at 7:49PM to recess the Development Review Board meeting and go into deliberative session for application 2015-01DRB requesting a conditional use. This motion is seconded by Bobby and hearing no further discussion the motion carries 4-0.

Bobby motions to reconvene the Development Review Board meeting at 7:55PM, Pete seconds and the motion carries 4-0 with no further discussion.

Pete states a letter addressing the board concerns will be written. The Farrars will have a chance to address the concerns at the March meeting. At this time the board will also review the list of basic guidelines written by the Farrars.

ADJOURNMENT

Mary Jane motions to adjourn the meeting at 7:59pm. The motion is seconded by Pete and hearing no further discussion the motion carries 4-0.

Respectfully Submitted,
Corinn Julow

CC: Board: Andrew/Pete/Mary Jane/Jim K./Jim B./Bob/Melvin
Town Clerk
Web Page