

North Hero Development Review Board
Thursday June 18, 2015 7:00 P.M. | North Hero Town Office

In Attendance: **Board:** Kate Kinney, Jim Blandino, Richard Fetterman, Mary Jane Healy, Bobby Miller
Guests: Douglas & Chris Bard, Kim & Rick Surprenant, Bob Ayers (zoning administrator)

CALL MEETING TO ORDER

Meeting was called to order by Kate at 7:00PM.

ADJUSTMENT TO THE AGENDA

Agenda stands as written.

NEW BUSINESS

Hearings:

Bridge Bay LLC & Douglas & Christine Bard – Boundary Line Adjustment: Application 2015-23BLA

Kate opens application 2015-23BLA. Owners Bridge Bay LLC & Douglas & Christine Bard of 752 South End Rd. & 84 West Shore Rd., parcel ids 11-01-55.21 & 11-01-55.3, are requesting a boundary line adjustment.

Kate asks if any board members have a conflict of interest or ex parte communication to disclose. None do.

Kate asks if any written communication has been received regarding this case. Kate notifies the board she contacted the town attorney regarding the applicants' request for site plan waivers. She reads her question aloud as well as the response from the attorney. *Correspondence is attached to minutes on file at the town clerk's office.*

Kim & Rick Surprenant are present as the representatives for applicant Bridge Bay LLC. Doug & Chris Bard are present as applicants. There are no interested parties.

Rick submits a revised site plan from Buermann Engineering titled Boundary Adjustment Plan. The plan is labeled exhibit 'B' and circulated for board review.

Rick states Doug & Chris wish to purchase 1.15 acres of 752 South End Rd. which would make Doug's lot on 84 West Shore Rd. 11.26 acres. Doug states the land will not be developed. Rick states his reasons for requesting site plan waivers. Rick submits a survey from Warren Robenstien titled Boundary Line Adjustment Plan. The survey is labeled exhibit 'A' and circulated for board review. Discussion on the survey including all of Doug's lot and not just the boundary line portion follows.

Kate asks if there are any further questions from the board. There are not.

Kate asks if any person present has a question or comment. None do.

Kate recesses the hearing and states a letter will be sent to all parties within the next 45 days.

Bridge Bay LLC – Conditional Use: Application 2015-11CU-Revised

Kate reopens application 2015-11CU-revised. Owners Rick & Kim Surprenant of 752 South End Road, parcel id 11-01-55.21, are requesting a conditional use.

Rick submits a revised site plan from Buermann Engineering titled Proposed Site Plan. The plan is labeled exhibit 'B' and circulated for board review.

Kate asks if any board members have a conflict of interest or any ex parte communication regarding this case. None do.

Kim & Rick Surprenant are present as the representatives for applicant Bridge Bay LLC. There are no interested parties.

Rick reviews the changes to the plan from last meeting; the proposed building envelope has been moved and is 200 ft. from the road and a cedar hedge has been added for screening. Rick reviews section 6.1 E, Review Standards, of the North Hero Development Regulations addressing each standard as they apply to his application. Rick does not know how many buildings he will eventually build but feels only five would fit in the proposed building envelope. Discussion on the buildings follows.

Rick states he has spoken with all interested parties from the previous meeting and feels he has addressed their concerns.

Kate recesses the hearing and states a letter will be sent to all parties within the next 45 days.

DELIBERATIVE SESSION

At 7:35PM the board enters deliberative session.

Kate states the board has come out of deliberative session at 8:40PM and is ready to motion on the applications.

Jim B. motions to approve application 2015-23BLA requesting a boundary line adjustment with the following conditions:

1. For the map submitted:
 - a. add zoning district(s)
 - b. change language referencing Planning Commission to Development Review Board
2. Easement & deeds from attorneys filed with town
3. Property boundary survey to be completed after the boundary line adjustment for Bard's entire parcel and filed with the town
4. Allow waiver for contour lines

Mary Jane seconds the motion and the motion passes 5-0 with no further discussion.

Jim B. motions to approve application 2015-11CU-revised requesting a conditional use as presented with the building envelope 200 ft. from the road and the proposed screening as established per the plot plan. Richard seconds the motion and the motion passes 5-0 with no further discussion.

APPROVAL OF MINUTES: **May 21, 2015**

Kate requests the Shanahan's name be added to the list of interested parties. Mary Jane makes a motion to approve the minutes as corrected, Bobby seconds and the motion passes unopposed 5-0.

OLD BUSINESS

Alternate Recommendations:

The board has one letter of interest from Joe Latimer. Kate makes a motion to submit Joe Latimer's name to the select board for appointment as an alternate. Richard seconds and the motion passes unopposed 5-0.

Procedure Rewrite:

Kate gives a brief overview of the proposed changes to the current North Hero Development Review Board Rules of Procedure and Conflict of Interest Policy.

The board agrees these procedures will allow consistency for board actions and install confidence in their actions. Discussion on how to proceed follows.

The board agrees to read the entire document and bring in suggestions for edits to pages 1-3 through section F to be reviewed at the next meeting. If there are no hearings Kate asks the board to be prepared to discuss two more pages.

ADJOURNMENT

Kate motions to adjourn the meeting 9:00PM. The motion is seconded by Bobby and hearing no further discussion the motion carries 5-0.

Respectfully Submitted,

Corinn Julow

CC: Board
Zoning Administrator
Town Clerk
Web Page

DRAFT