

North Hero Development Review Board
Thursday, May 19, 2016 7:00 P.M. | North Hero Town Office

In Attendance: **Board:** Kate Kinney, Chip Porter (alternate), Joe Latimer, Jim Blandino, Corinn Julow
Absent: Joe Poquette, Mary Jane Healy, Bobby Miller
Guests: Kathie Dustira, Katya Wilcox, Bob Ayers (Zoning Administrator)

CALL MEETING TO ORDER

Meeting was called to order by Kate at 7:03PM.

ADJUSTMENT TO THE AGENDA

Mylar reviews added to Old Business:

- John & Marie Harrington & Andrew & Eileen Guyette – Boundary Line Adjustment 2015-75DRB
- Andrew Alling & Nicholas & Tammy Benoit – Boundary Line Adjustment 2015-76DBR

NEW BUSINESS

No new business.

OLD BUSINESS

Hearings:

Island Arts – Conditional Use: Application 2016-02DRB, Phase II

Kate reopens application 2016-02DRB. Owner Island Arts of 1127 US Route 2, parcel id 11-01-60.2, is requesting a conditional use.

Kate asks all interested parties to identify themselves: Kathie Dustira is present on behalf of the Island Arts organization.

Island Arts is the applicant. Katya Wilcox will be presenting on behalf of Island Arts.

Katya states the board has received a revised sketch and a phasing plan from Ashar Nelson, the architect, which reflects the items of concern the board asked Island Arts to address at the last meeting for Phase II of the conditional use application.

Kate asks if the board has any questions. Corinn asks to verify all setbacks notated on sketch are 25' from boundary lines. Katya states she believes so but the architect is not present to verify. The board states they would like to see setbacks notated on the final sketch.

Chip asks about a shed on the property that does not appear on the sketch. Katya states the shed is in fact on the property but is in such disrepair is not a part of their ongoing plans. Chip states it will need to be removed if it is not added to the final sketch.

Corinn asks if they plan on using municipal water. Katya states yes and that they plan to only need water on a seasonal basis. The water board has not been made aware they are switching to a commercial use of the water line.

Corinn asks if all proposed landscaping is shown on the sketch. Katya states they are planning to add bushes to the south border. This is part of the agreement for removing the shared access to the south neighbors that is currently part of the approved curb cut permit with the state. Chip states the shared access needs to be on the sketch as long as the permit is in place.

Corinn asks if there will be any service areas, especially in relation to the proposed café, or outside storage. Katya states no.

Corinn asks to review lighting and a brief discussion follows. The board is in agreement no outside lighting will be allowed outside of approved hours of operation and all lighting will be directed downward. No stage lighting is planned which would potentially direct into neighboring houses.

Corinn asks to verify the size of parking spaces. Discussion follows. The board agrees this should be verified with architect and shown on final sketch.

Corinn asks about designated walking areas for pedestrian traffic from the parking areas. Katya shows where this is designated on the sketch but not labeled. The final sketch should have this labeled.

Corinn asks how the group plans to dispose of trash. Katya states there will not be a dumpster and all trash will be removed on a carry in carry out basis.

Corinn asks if the group plans to host events with outside vendors. Katya states yes and the anticipated use would be similar to a farmers market. There will be no food prep by the group. A discussion on the use of the shed labeled 'future café' follows. The board agrees the final sketch should have different wording if the proposed kitchen for the shed is a caterer's kitchen only.

Chip asks to verify the proposed structures and states dimensions should be on sketch. Katya states the stairs to the stage and the lift are currently the only proposed new structures.

Kate states she would like to speak with the architect before this hearing is closed. Katya attempts to call but is unable to reach him.

At 8:40PM Kate continues the hearing for Phase II of application to June 16, 2016 at 7:00PM. Kate states the board will compile a list of questions for the architect in deliberative session and will send the list in a letter.

DELIBERATIVE SESSION

At 8:45PM the board enters deliberative session.

Kate states the board has come out of deliberative session at 9:42PM. She states no action was taken requiring a vote but the board agreed to send a letter requesting the following information from Island Arts:

- The sketch plan should notate:
 - Dimensions of setbacks
 - Size of parking spaces
 - Delineation of area where vendors will be allowed to set up
 - Pedestrian walkway
 - Dimensions of proposed new structures
- Screening design which:
 - Allows for proper egress of vehicles
 - Creates a noise & light buffer for southern neighbors in relation to proposed driveway
 - Provides a visual screen for northern neighbors
 - Stipulates a minimum buffer of current vegetation for neighbors to the west
 - Includes plan phasing
- Traffic control plan which would at a minimum address:
 - Management of incoming traffic flow (flaggers etc...) to prevent build up on US Route 2
 - Method for clearly designating driveways, walkways, parking areas and entrance to parking areas from US Route 2
 - Method for preventing parking on US Route 2 & neighboring properties
 - Method for handling overflow parking -- *If parking at Knights Point is to be utilized a plan outlining transportation between the park and site and how individuals would be prevented from walking on US Route 2 needs to be presented.*
 - Specifications for vendor set up & parking so as not to interfere with traffic flow off US Route 2

- Metrics for when certain elements of plan would be required to be enacted based on event size
- Method for controlling traffic exiting the property on to US Route 2 after an event
- Vendor Plan:
 - Where will vendors be allowed to set up
 - Number of vendors allowed per designated area
 - Will vendors be allowed to set up in more than one designated area
 - How will vendor locations interact with traffic & pedestrian circulation
- Outline plans for ‘future café’
 - Will food be prepared and sold on site

APPROVAL OF MINUTES:

December 17, 2015, February 18, 2016 & April 21, 2016: Chip motions to approve the minutes as written, Jim Blandino seconds and the motion passes 5-0 with no further discussion.

MYLAR REVIEW

John & Marie Harrington & Andrew & Eileen Guyette – Boundary Line Adjustment 2015-75DRB

The board reviews the mylar. Kate Kinney & Jim Blandino sign the mylar.

Andrew Alling & Nicholas Benoit – Boundary Line Adjustment: Application 2015-76DRB

The board reviews the mylar. Kate Kinney & Corinn Julow sign the mylar.

ADJOURNMENT

Chip moves to adjourn the meeting at 9:50PM. Jim Blandino seconds and the motion passes 5-0 with no further discussion.

Respectfully Submitted,
Corinn Julow

CC: Board
Zoning Administrator
Town Clerk
Web Page