

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, October 27th, 2016
6:30 p.m.**

On Thursday, October 27th, 2016 at 4:00 p.m., the Town of St. Albans Development Review Board met at 90 Georgia Shore Road for a Site Visit. The Site Visit was for visual inspection only and no testimony was received.

Present: Chair, Brent Brigham, Clerk, Bruce Thompson, Karen Drennen, Arthur Omartian, Tom Stanhope, Mike McKennerney, and Zoning Administrator, Becky Perron

Absent: Vice Chair, Jeff Jewett

MOTION: B. Thompson made a motion to enter deliberative session at 4:45 p.m. K. Drennen seconded. All in favor, none opposed, motion carried.

MOTION: M. McKennerney made a motion to come out of deliberative session at 6:00 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.

MOTION: B. Brigham made a motion to continue to December 15th, 2016 the Application of St. Albans Bay Lake Homes LLC requesting Conditional Use and Site Plan Approval for a Marina to request the applicant provide the Board with further testimony as outlined on a list provided to the Zoning Administrator. K. Drennen seconded the motion. All in favor, none opposed, motion carried.

On Thursday, October 27th, 2016 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for hearings.

Present: Chair, Brent Brigham, Clerk, Bruce Thompson, Karen Drennen, Arthur Omartian, Tom Stanhope, Mike McKennerney, and Zoning Administrator, Becky Perron

Absent: Vice Chair, Jeff Jewett,

Chair, B. Brigham called the Development Review Board meeting to order at 6:30 p.m.

New Business:

Application of Mara Vijups requesting Conditional Use Approval to remove, replace and expand a pre-existing non-conforming camp in accordance with Sections 400, 407, 703, 704 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 823 West Shore Road in the Lakeshore District within a Flood Hazard Overlay and owned by the Applicant.

The application was represented by Mara Vijups and builder, Paul Kilbury. Chair, B. Brigham asked the three audience members if they were requesting Interested Party Status. Meg Jarvis and Michael and Sandra Lawrence asked for Interested Party Status.

MOTION: K. Drennen made a motion to grant Interested Party Status to Meg Jarvis and Michael and Sandra Lawrence as abutting and adjacent property owners. T. Stanhope seconded. All in favor, none opposed, motion carried.

The applicants and Interested Parties were sworn in by Clerk, B. Thompson.

M. Vijups explained that her current seasonal camp, located at 823 West Shore Road, is one story and measures 24' x 44'. She is proposing to expand the camp to 36' x 44' and live in it year round.

A. Omartian asked if the applicant was proposing to add a second story. M. Vijups confirmed, stating the bottom floor would consist of garage space, a basement and an entry room as well as the utilities. The upstairs will contain two bedrooms with a kitchen, dining area and living space.

The current camp sits one foot from the property line with the Jarvis' and the deck is two feet from the Jarvis property line. The proposed first floor footprint will be shifted two feet from the property line and expanded. The current camp has 24 feet to the Southern (side) property line.

The proposed second story will have a 22' x 10' front entry porch and a 12' x 6' rear entry.

B. Brigham asked if the new camp would be a rectangular 36' x 44' or if the shape would have "L's" in it. M. Vijups confirmed the shape would not have "L's".

B. Brigham asked if the first floor would consist of any living space. M. Vijups specified the first floor would hold an entry/visiting room that would be utilized in the summer as a place to sit with guests instead of going to the second story. She clarified that the room would be insulated and heated and would be able to be used during all seasons.

A. Omartian asked if the current camp was approved for year round use. M. Vijups stated it was not.

A. Omartian asked what was non-conforming with the current structure. B. Perron explained the current camp did not meet all of the setbacks.

A. Omartian asked if a survey had been performed on the property. M. Vijups stated the neighbors would be doing a survey in January. The deed dated in 1964 does not include longitude and latitude measurements.

B. Brigham asked for confirmation that in addition to the 36' x 44' structure there would also be 10' of additional footprint surface from the deck. M. Vijups confirmed. B. Perron added the deck would also have stairs but typically stairs were not looked at when determining square footage.

B. Brigham asked for confirmation the current side yard setback was 24'. M. Vijups confirmed. B. Perron stated the setback requirement in the Lakeshore District was 10'. Once the proposed camp is constructed the applicant will have 11' to the side boundary.

K. Drennen asked for a rough estimate on the size of the lot. M. Vijups could not find an exact size of the lot but explained when the property was purchased in 1999 the appraiser figured the lot was 50' x 200' which was a figure he had taken from the real estate listing. When the home was refinanced several years later, another appraiser had listed the lot as being 50' x 250' or 275'. M. Vijups did not agree with the second appraiser's lot estimate. B. Perron stated the town was taxing the property on .29 acres, which is consistent with the 50' x 200' estimate.

B. Brigham asked for confirmation an existing functioning septic system was on the lot. M. Vijups confirmed. B. Brigham asked if the water came from the lake. M. Vijups confirmed she had a lake well.

B. Perron added that a letter had been received from the State confirming the proposed camp could have a year round use.

B. Thompson asked if expanding the camp by another story would impact any of the neighbors view. M. Vijups was unsure but stated it could. She informed the Board she intended to use a glass railing system to minimize the impact.

B. Brigham asked if there was a camp behind M. Vijups. M. Vijups stated there was no camp behind her.

K. Drennen asked if any trees would be removed. M. Vijups stated one tree would be removed.

The Chair asked if any of the Interested Parties had comments or concerns. S. Lawrence stated she had been concerned about the side of the camp being closer to the property line but was no longer concerned.

S. Lawrence expressed concern that the camp would block her northern view but did not have a solution in mind.

A. Omartian asked for clarification if the neighbor was getting a survey or if M. Vijups was getting a survey. M. Vijups replied both she and the neighbors were getting a survey. A. Omartian stated the results of the survey could affect the proposed plans for the camp. M. Vijups understood that, but was already in the process of appearing before the Board when she and the neighbors made plans to get the survey. A. Omartian asked if the applicant would need to return to the Board if the survey showed the setbacks could not be met. B. Perron stated that currently the Board was reviewing if the application met the flood hazard requirements, such as elevation and materials used, not the setbacks.

B. Perron asked if the first floor would be anchored to the slab. P. Kilbury confirmed. He stated a 4" poured concrete slab over compacted sand fill would be used.

Deliberative Session

MOTION: K. Drennen made a motion to enter deliberative session at 7:10 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.

MOTION: A. Omartian made a motion to approve the Application of Mara Vijups requesting Conditional Use Approval to remove, replace and expand a pre-existing non-conforming camp in accordance with Sections 400, 407, 703, 704 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 823 West Shore Road in the Lakeshore District within a Flood Hazard Overlay and owned by the Applicant with the following conditions: to accept the findings of fact and conclusions of law listed in the Zoning Administrator’s staff report dated October 16th, 2016 with the following conditions: 1. The Zoning Administrator may make minor amendments to the application should the survey show that a setback adjustment is needed within the surveyed property lines and 2. An elevation certificate shall be obtained upon completion of construction of the new structure. K. Drennen seconded the motion. All in favor, none opposed, motion carried.

Minutes

MOTION: B. Thompson made a motion to accept the minutes from the DRB meeting dated October 13th, 2016. T. Stanhope seconded. All in favor, none opposed, motion carried.

Adjournment

MOTION: K. Drennen made a motion to adjourn the DRB meeting at 7:15 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.

**Respectfully Submitted,
AJ Johnson, Administrative Assistant**

Brent Brigham, Chair

Jeff Jewett, Vice Chair

Bruce Thompson, Clerk

Karen Drennen

Mike McKennerney

Arthur Omartian

Tom Stanhope