

TOWN OF ELMORE, VT

Meeting of the Development Review Board

Meeting Date: Thursday, July 18, 2019

Meeting Start: 6:05pm

Minutes Version Number: V1.0

Minutes Status: Draft

DRB Members in Attendance: Jill Lindenmeyr – DRB Chairman, Paul Rousselle – DRB, Caroline DeVore – DRB, Jay Kennedy – DRB, Michael Furst - DRB

Zoning Administrator: Kristen Rose

Additional Attendees: Warren Miller, Resident

NOTE: DRB MAY ENTER EXECUTIVE OR DELIBERATIVE SESSION(S)

CALL TO ORDER: Jill Lindenmeyr – DRB Chair (6:05)

Review and approval of previous meeting minutes Minutes approved as final: Motion: J. Lindenmeyr Second: P. Rousselle

A. SPECIAL TOPICS: (Items requiring expanded discussion)

B. NEW ITEMS: (Schedule, minimum. 1 wk. prior to meeting)

1. DISCUSSION:

Property Line Setback Violation
Town District: Developed Shoreland District
Owner: Mackey
Location: 730 Camp Rd

Notes: Construction of a parking/lawn area with concrete block and fill was built without a permit and it does not meet the side property line setback of 10-feet (it is 2 feet from the adjoining property line). Mackey's are applying for a permit now and will be on the August agenda. They have requested that the DRB review the project in July.

Zoning Admin Notes:

- Notified owners that it is rare for a variance on Property Line setbacks to be granted.
- Recommend that the DRB members review property prior to the meeting

Discussion: Question whether the newly constructed area is on a footing or other permanent "foundation" vs lattice or fencing. Board decided to conduct a site visit following the meeting.

Site visit notes: All board members visited the site. No determination was made during the visit. It was noted that properties in the general area had similar elevated lawn and /or parking areas. ZA to reconvene with the property own and DRB at the August meeting. (August 8, 2019)

2. DISCUSSION:

Property Line Violation
Town District: Developed Shoreland District
Owner: Mooney
Location: Property Boundaries between 1220 Route 12 and 1208 Route 12

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Notes: Owner (Mooney) concerned that the Elmore Store sign and other store items are located on their property. ZA advised this is a civil issue, as the sign existed before zoning regulations. Mooney's request that the DRB/Town assist. This doesn't appear to be within the Town's jurisdiction. Brief discussion to determine jurisdiction and standing of DRB.

Discussion: The ZA updated the board on concerns expressed by the Mooneys that the Elmore Store sign was moved from its original location to a new location now resting on the Mooney's property.

No evidence was presented that the sign location has changed. Without such evidence, the DRB has no jurisdiction on this matter. Original sign installation was established as circa 1950, the DRB members noted that the structure would have been grandfathered to remain in its original position – even if that position is now within the Mooney's property boundary. The ZA noted that all items that had been placed by the Millers on the Mooney's property (Ice Cooler, tables, etc) had been removed in accordance with the property boundaries.

3. DISCUSSION:

Review prior to permit request
Town District: Developed Shoreland District
Owner: Allen
Location: West Loop Road

Review request / permit to rebuild existing old camp on a non-conforming lot.

Discussion: The ZA reviewed the existing site with the board and gave a short history of the original camp that was built in ~1940 and was torn down in ~1986. The board noted that if the State of VT approved a septic system for a camp on the original site, the owners could apply for a permit to build on the original site. At the time of permit application, any new construction would need to, at a minimum, be consistent with the style of the camps in the immediate area and conform to all lot coverage and zoning restrictions for the shoreline district. This is not a finding or approval of a future permit. A permit would still need to be approved based upon the data presented with the future application.

4. DISCUSSION:

Review prior to permit request
Town District: Forest Reserve
Owner: Bailey
Location: Elmore Mountain Road

Review request / permit to subdivide existing lot into 3 conforming lots. Review preliminary site plan.

Discussion: The ZA reviewed the existing site and preliminary scope of the proposed 3-lot subdivision. There were no findings of fact, only a review. The board requests that the owner or engineering company present the subdivision plans to the board as part of the subdivision application process.

5. DISCUSSION: Permit application Kristen Rose. Zoning admin plans to apply for a zoning permit. The DRB Chair can sign permits for the ZA. Reviewing process with DRB.

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Discussion: The ZA reviewed a plan for limited commercial use of her home – the process of applying for the permit and having the DRB Chair sign (with DRB approval) was acceptable to the board.

6. REVIEW: ZA to review permits issued since last DRB meeting.

Discussion: The ZA will email permit letters to the DRB members in summary form monthly.

C. CONTINUING ACTIVE ITEMS: (Update status, by item, by DRI)

1. Elmore Planning Board – Discussion of Zoning and Subdivision ByLaw Updates

Discussion: The Planning Board requests members of the DRB attend a meeting on Wednesday, July 24, 2019 to review final edits to the Town subdivision and zoning bylaws.

Note: The August DRB meeting will be warned for Thursday, August 8, 2019 at 6:00pm in the TCO.

D. COMPLETED/INACTIVE ITEMS: (Update status, by item, by Responsible Board Member)

E. NON-AGENDA/OTHER ITEMS: (*Time Available*)

1. Routine Administrative, Operations items as needed.

Motion to adjourn: J. Kennedy Second: P. Rousselle Adjourned: 7:32pm

DRB Attendance

July 18, 2019

M. Furet M. Furet
J. KENNEDY J. Kennedy
Kristen Rose

Warren Miller
Bill Linderman
~~PAUL ROSS~~ DRB
Caroline Jelone DRB