



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton, VT 05676

Bolton Development Review Board
Meeting Minutes
April 28, 2016
Bolton Town Office

DRB Members Present: Steve Diglio (Chair), Sharon Murray, John Devine, Charmaine Godin, Rob Ricketson (Alternate), Adam Miller (Alternate)

DRB Members Absent: Michael Rainville

Staff Present: Sarah McShane, DRB Assistant/Zoning Administrator

Others Present: Michael McKeown (Applicant)

Posted Agenda:

1. Public Comment
2. Warned Public Hearings: Notice –Participation in the hearing process is required in order to appeal a decision of the Development Review Board.
 - a. Application 2016-07-ZP/CU: Michael & Brenda McKeown – Request conditional use approval to construct a 8' x 30' covered porch on an existing nonconforming dwelling. The proposed covered porch will increase the degree of non-conformance within the required side setback. The property is located in Rural I District at 191 Black Fly Hill Road (Tax Map # 01-4030165).
3. Zoning Administrator's Report
4. Meeting Minutes 3/24/16
6. Other Business
7. Meeting Adjournment
8. Deliberative Session

Call to Order

Mr. Diglio, Chair, called the meeting to order at 6:34pm with a quorum present.

1. Public Comment & Adjustments to the Agenda - None

2. Public Hearing: Application 2016-07-ZP/CU: Michael & Brenda McKeown – Request conditional use approval to construct a 8' x 30' covered porch on an existing nonconforming dwelling. The proposed covered porch will increase the degree of non-conformance within the required side setback. The property is located in Rural I District at 191 Black Fly Hill Road (Tax Map # 01-4030165).

Mr. Diglio opened the hearing and provided an overview of the application. No ex parte communications or conflicts of interest were reported. The Applicant, Michael McKeown, was present to answer questions and provide an overview of the proposal. He stated that the existing dwelling does not meet the current side setback requirement. Board members reviewed the provided site plan and the location of the right-of-ways, driveway, and property lines. The Board discussed whether or not the degree of nonconformance should be measured in square footage or cubic footage. Ms. McShane stated that the Board previously reviewed a similar request for an open porch on Sharkeyville Road in square footage. Ms. Murray stated that the Board needed to find that there is no reasonable alternative location on the site and that the dwelling is legally nonconforming. Mr. McKeown stated why the porch could not be located on the rear of the dwelling and discussed the layout of his lot. He noted that the location of the existing windows

1 prohibits him from shortening the length of the porch. He also stated that the overhang of the roof
2 will be slightly larger than the footprint of the porch. His site plan notes the larger measurement of
3 the roof overhang. He also stated that there is an addition on the opposite side of the dwelling that
4 is not shown on his site plan.

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6 Mr. Diglio asked if the Board had any additional questions. The board discussed how the 50%
7 degree of noncompliance increase is available only for legally nonconforming structures when there
8 is no alternative location on the parcel.

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10 At 6:55 PM, Mr. Devine made a motion to close the hearing, Ms. Murray and Ms. Godin
11 seconded. The motion carried 5-0. The Board will issue a written decision within 45 days.

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13 **3. Zoning Administrator's Report**
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15 Ms. McShane provided an update regarding zoning inquires and permits. She stated that she had
16 recently met with the applicant intending on submitting a sketch plan review application for the
17 Wheeler Farm 8-lot PUD in West Bolton. The Board discussed the proposal and noted that the
18 applicant is proposing to preserve portions of the lot for common use.

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20 Ms. McShane also noted that he recently met with a potential applicant regarding the town's
21 floodplain regulations and the required review process for elevating structures in the floodplain.
22 The town's floodplain regulations require such projects to be reviewed by the DRB to ensure the
23 project meets flood hazard review standards. She stated that there are no current applications
24 scheduled for the May DRB meeting.

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26 Ms. Murray noted that the Board should meet to discuss possible changes in the regulations that
27 should be reflected in the Town Plan, such as possible rezoning and development on steep slopes.
28 (Alternate Board member- Adam Miller arrived at 7:20 PM). Mr. Ricketson stated that the overall-
29 sense in the community is to loosen up the regulations in order to provide additional housing and
30 development opportunities. The Board discussed the process for providing recommendations to the
31 Planning Commission in regards to items that should be incorporated into the Town Plan and
32 updates to the zoning regulations. The Board discussed possibly meeting on an off-night to review
33 and discuss the existing regulations and slope maps, etc.

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35 **4. Meeting Minutes**

36 Members reviewed the minutes from March 24, 2016. Mr. Ricketson made a motion, seconded by
37 Ms. Murray to accept the minutes of March 24, 2016 as submitted. The motion passed unanimously,
38 (4-0). Ms. Godin and Mr. Devine abstained since they were not in attendance.

39 **5. Other Business**

40 None

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42 **6. Meeting Adjournment**
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44 Ms. Murray made a motion, seconded by Ms. Godin, to adjourn the meeting. Motion passed
45 unanimously, (5-0). The meeting adjourned at 7:35 PM.

DRB Meeting Minutes

April 28, 2016

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The next DRB meeting is tentatively scheduled for May 26, 2016 at the Bolton Town Office at 6:30 PM.

7. Deliberative Session

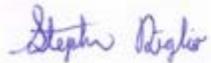
Ms. Murray made a motion to enter deliberative session, Mr. Devine seconded. The motion passed unanimously (5-0). Board members met in deliberative session.

Respectfully submitted,

Sarah McShane
Bolton DRB Assistant

These minutes are unofficial until formally accepted by the DRB.

These minutes were read and accepted by the Development Review Board on June 23, 2016.



Steve Diglio, DRB Chair