

**TOWN OF THETFORD
DEVELOPMENT REVIEW BOARD**

**MEETING MINUTES
7/14/15**

Members Present:

Bill Bridge	Jesse Anderson	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)	Mary Ellen Parkman (ZA)	Diane Osgood (Zoning Assistant)
X	X	X	X	X	X	X

Attendees: Sara Ferguson, Harry Kinne, Brenda Cole, Robert Cole, Sheila Fifield, Steve Fifield

Sean Mullen called the meeting to order at 7:12 PM and moved directly to Agenda Item #1.

1). Warned Hearing on Application (TSD #665) for Minor Subdivision by Steven and Sheila Fifield to subdivide two lots into three lots. This property is located in the Rural Residential district at 227 Schoolhouse Hill Road, North Thetford, VT

Mr. Mullen asked the applicant to join the DRB to discuss their proposed subdivision. Steve and Sheila Fifield indicated that they currently owned two lots on Schoolhouse Road and they would like to re-subdivide to create three lots where there were once two lots. The proposed lots are Lot #1 – 6.5 Acres, Lot#2- 5.4 Acres, and Lot#3 6.5 acres. The proposed Lot #1 contains the Fifield’s house. Lot#2 has already had a driveway permit approved and has a permitted septic system. Lot#3 will have a deferral wastewater permit.

Ms. Parkman indicated that Roberta Howard had called to inquire whether or not the School House well on their property was shown on the plans. Ms. Parkman confirmed that yes the well is shown.

Mr. Taylor reviewed the draft plat and noted that the final mylar need to have both a signature block and a locus map.

Mr. Mullen asked if there were any interested parties in attendance. Brenda and Robert Cole indicated that they were in attendance and concerned that potential development with new septic systems could pollute their pond. After reviewing the plans it appeared that the pond was South of Lot#1 and setback sufficiently. The State of VT would notify the Cole’s through their water/wastewater permit process if the protection areas extended on to their land.

Mr. Mullen made the motion to approve the minor subdivision with the following conditions; a locus map and signature block be added to the plans.

The vote carried unanimously:

Bill Bridge	Jesse Anderson	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)
X	X	X	X	X

Mr. Mullen then moved to agenda item #2.

2). Warned Hearing on Application (Permit #4086) for Conditional Use w/Site Plan Review by Young Revocable Trust, c/o Sara Ferguson, for 3 apartments in a multi-unit dwelling. This property is located in the Village Residential district at 7806 Route 113, Post Mills, VT

Mr. Mullen asked Sara Ferguson to join the DRB to discuss her application for a multi-unit dwelling. Sara indicated that the Oddfellows Hall currently has two apartments, fixtures for a third and a public assembly space.

Ms. Parkman noted that the permit history is not clear. The building has been permitted for many uses at different times and at one time it was permitted for three apartments but there is no evidence that this use was ever initiated.

Ms. Ferguson indicated that there is a great need for reasonably priced housing in Thetford and there are many people who would like to rent the third apartment. She is doing a lead paint training now and plans to look into whatever else she has to do to manage this rental property. Ms. Parkman advised Ms. Ferguson that she should contact John Miller, a State of VT Permit Specialist to inquire about State Permits that may be required.

The building is permitted for a wastewater flow of 750 gallons per day which is sufficient for the proposed 1-2 bedroom and 2-1 bedroom apartments as well as the assembly space.

Ms. Ferguson wants to keep the building in the family and the income from this third apartment will allow her to upgrade and maintain the building.

Mr. Mullen asked if there were any abutters in attendance. Harry Kinne indicated that he was an abutter and that he was concerned about the condition of the septic system. Ms. Ferguson was unaware of any issues as was Ms. Parkman. Mr. Kinne noted that last year a realtor approached him about buying land to add to the lot for a new septic for the hall so he could only assume that the existing system had failed. Mr. Kinne asked Ms. Ferguson if she would be amendable to having the system tested to confirm its performance. Ms. Ferguson said that she would be glad to and would share the results with him.

The DRB did a Site Plan and Conditional Use Review and noted that many of the standards are N/A because this is an existing building on Route 5 with very few changes. The site is perfectly situated for pedestrian and bicycle access. No new lighting is proposed. The building requires 10 parking spaces. 13 parking spaces have been previously approved.

Mr. Taylor made a motion to approve the conditional use application with no conditions.

The vote carried unanimously:

Bill Bridge	Jesse Anderson	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)
X	X	X	X	X

Mr. Mullen adjourned the meeting at 8:07 pm.

Respectfully submitted,
Mary Ellen Parkman

Approved on the ____ day of _____, 2015.

Sean Mullen, Chair