

DRAFT

**Town of West Rutland Development Review Board (DRB) Meeting Minutes
March 21, 2018 - 7:00 pm - at Town Offices, 35 Marble St.**

DRB Members present: Mike Moser, Rick Hart, Tim Ponto, Denis Lincoln
DRB Member Absent: J. Mumford

Also Present: Jeffrey Biasuzzi (Zoning Administrator, Recorder), Attorney Chris Blanchard, Jason Gagnon

Chairman M. Moser called the Meeting to order at 7:01 pm, and led the reciting of the Pledge of Allegiance. The Meeting was digitally recorded.

M. Moser requested a MOTION to accept the Meeting agenda. R. Hart made the MOTION to accept the agenda; all approved, and MOTION passed.

NEW BUSINESS:

M. Moser swore in all interested Parties who intended to participate.

M. Moser opened the Public Hearing on Application #18-06 for property belonging to **S. J. Wilk Property LLC** at 668 Rutland Road (Parcel # 07-4020668), located in the Commercial Zoning District. The Owner was represented by his attorney, Chris Blanchard, who requests that the existing building be permitted for use as an automotive repair garage and light auto body repair work. The application also requests a 12' X 17' addition on the south west corner of the building. Finally, the application requests approval for a 4' X 8' free standing, two sided, non-illuminated sign to be installed on the north west corner of the property.

Attorney Blanchard informed the Board that the past tenant (J. Riggs) had vacated the property, leaving some vehicles and junk to be removed as soon Spring conditions allow. The application requested the same number of parking spaces as had been permitted for Riggs (under permit 08-41), but in a different arrangement, as detailed on the Application's site plan.

M. Moser asked where the sign was to be located, as it was not shown on site plan. C. Blanchard thought it would be placed in the parcel's north west corner area. D. Lincoln asked if sign was conforming to Town Zoning. J. Biasuzzi stated that the sign appeared to conform to Section 701 B of the Zoning Regulations, providing it was out of the US Rt. 4A right of way. The applicant has requested VTRANS mark the limit of this ROW when ground conditions allow.

M. Moser requested a Motion to close the Hearing and go into Deliberative Session. D. Lincoln so moved, adding that the Zoning Administrator be allowed to stay to answer any Zoning related questions. All approved and Motion passed.

Shortly after, Jason Gagnon, the new tenant for the property arrived. T. Ponto made a Motion to exit Deliberative and reopen the Hearing to testimony. All approved, the motion passed and the Hearing was reopened. Mr. Gagnon was sworn in.

M. Moser asked Mr. Gagnon to describe his plans for the property. The Applicant/agent/tenant, d.b.a Jag's Automotive, described his business as a typical general automotive repair facility. This includes a towing service. He also works on race cars and would do some occasional body repair work. The staff would usually be himself and one employee. He has been working to clean up the mess left by the last tenant and improve the building's physical condition. He would construct the addition for a new compressor and storage. He confirmed that the freestanding sign would be in the north west corner of the property, 32 sq. ft. in area, two sided, not higher than 15 feet, and back from the VTRANS right of way at least 10 feet (with a 10 ft. side setback). There would also be a front window sign advertising the business.

M. Moser asked about exterior lighting and security measures to be in place. J. Gagon stated that the building's existing exterior lighting seemed adequate, and he planned to install security cameras.

J. Biasuzzi asked if the business intended to sell used cars. J. Gagnon replied that occasional car sales are typical for a repair shop; sometimes in exchange for repair work, on consignment for a customer, or as a rebuilt wreck. He stated that VT law allowed up to 11 car sales annually, without requiring a DMV Dealer's license.

J. Gagnon also discussed his future intention to rent the adjacent ownership at 648 Rutland Road (Parcel #07-4020648) as an impound yard for towed vehicles. M. Moser stated that this would require a separate application to the DRB.

D. Lincoln made a Motion to close the Hearing and re-enter Deliberative Session, allowing the Zoning Administrator to attend. R. Hart seconded, all approved, and the Board entered Deliberative Session at 7:54 pm.

M. Moser made a Motion to exit Deliberative Session and instruct the Zoning Administrator on what to include in a draft Findings of Fact, Conclusion of Law, and Decision for this application, for the Board’s review. T. Ponto seconded the Motion, all approved, and the open Meeting resumed at 8:51 pm.

OTHER BUSINESS:

M. Moser requested any public comment; receiving none.

J. Biasuzzi commented that an application for a warehouse addition to the Pet Gear facility was anticipated; in time for an April Public Hearing. He asked Board members to check their schedule and confirm their attendance on Wednesday, April 18th. He also relayed a recent meeting with the Town Manager and M. Gawet. The Gawet Family would like to utilize their existing buildings on Marble Street by leasing to other businesses. Mary Ann Goulette will research ways to promote this economic opportunity.

The next regular Meeting was set for 7:00 pm, 4/18/2018, at Town Office; providing there was business to address.

M. Moser asked for a MOTION to close the Meeting. D. Lincoln MOVED to conclude the Meeting. All approved, Motion passed, and the Meeting adjourned at 9:20 pm.

Respectfully submitted by

Jeffrey M. Biasuzzi, recorder

Approved by the DRB on _____, by _____
Chairperson