

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, September 14th, 2023
6:30 p.m.**

On Thursday September 14th, 2023 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for the following hearings.

Present: Chair, Brent Brigham, Vice Chair, Arthur Omartian, Clerk, Mike McKennerney, Ellen Baker, Bruce Thompson, Zoning Administrator, AJ Johnson & Administrative Assistant, Kimberly Kissinger

Absent: Allison Hickey

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

New Business

Application of Michael & Celine Shepard requesting a Variance for the rear and side yard boundaries to allow for a remove and replace of a Single-Family Home on a larger footprint in accordance with Sections 4.5, 7.1, 7.1.2, and 8.6 of the St. Albans Town Unified Development Bylaws. The property is located at 4 Tanglewood Drive within the Residential District and is owned by the Applicants.

The Application was represented by Mark Shepard, son of the property owners Michael & Celine Shepard. Chandler Prue, abutting land owner, requested Interested Party Status.

MOTION: B. Thompson made a motion to grant Interested Party Status to Chandler Prue. M. McKennerney seconded. All in favor, none opposed, motion carried.

The Applicant and Interested Parties were sworn in by Clerk, M. McKennerney.

M. Shepard began by stating the Applicants have a 1967 single wide trailer that they have lived in since 1974. The Applicants want to purchase a new single wide trailer and slightly extend the existing footprint. The existing single wide trailer does not meet the district setback requirements. The Applicants have been told by the Town that the existing single wide trailer is grandfathered but a new structure would require a minimum distance of 25' from the side yard setbacks. The Applicants measured the distance and it is approximately 29' from the abutting property of 26 Thorpe Avenue Extension. There is a large concrete "patio" (which previously served as the foundation for a garage) that extends 14' out from the existing single wide trailer towards the property line. The concrete will be removed.

A. Omartian questioned the size of the existing single wide trailer. The Applicant stated it is 12' x 56'. B. Brigham explained the Town Assessor currently has the single wide trailer listed as 52'. The Applicant claimed the trailer tongue was not included in that calculation. B. Brigham referred to Exhibit 4 to verify the distance to the property line pointing towards Thorpe Avenue Extension. M. Shepard answered approximately 32.5' and 14' on the opposite side of the existing single wide trailer. B. Brigham stated the Town shows the property having a total width of 50' and based on the numbers provided by the Applicants, there is a discrepancy. The two setbacks are 46' and the single wide trailer is 12' wide which is a total of 58'. B. Brigham addressed C. Prue clarifying the location of his home. The Applicants confirmed the new single wide trailer would be placed on the existing footprint but would be 1' 4" wider and 8' longer than the existing single wide trailer. B. Brigham asked if the 1' 4" would be towards the 32' side setback of the property. M. Shepard said yes. B. Brigham questioned the distance from the back of the trailer to the back property line. M. Shepard claimed the distance to be approximately 2-3'. B. Brigham stated there would be no change to the back lot dimensions with the intention that the additional length would be towards Tanglewood Drive. M. Shepard confirmed the placement and explained that Fecteau homes will prepare the slab, hookups, setting the new single wide trailer in place, grading of the grass, skirting and the tie downs.

M. McKennerney questioned any water issues on the property. The Applicants stated no current issues.

B. Thompson asked if a porch is included with the new mobile home. The Applicants verified there will be steps and not a porch. A. Johnson explained the rear boundary was given a zero setback, the maximum distance, because the boundary is unclear.

M. McKennerney asked if there will be a back door on the new mobile home and where it will be located. M. Shepard stated the back door will be where the current slab is located and where the old garage was sitting. He further stated the remaining slab will be removed.

B. Brigham asked C. Prue if he had concerns regarding the Variance request. C. Prue explained there is no concern; he wanted to ensure there wouldn't be a structure that was tall and blocked out the light

C. Prue questioned the variance requirement for building a fence since the boundary between the two lots is close. A. Johnson explained how the Town does not regulate fences but recommends keeping fences from being directly on the property line.

There were no additional questions.

Other Business

None.

Deliberative Session

MOTION: M. McKennerney made a motion to enter deliberative session at 6:48 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.

MOTION: M. McKennerney made a motion to come out of deliberative session at 7:15 p.m. T. Stanhope seconded. All in favor, none opposed, motion carried.

Application of Michael & Celine Shepard requesting a Variance for the rear and side yard boundaries to allow for a remove and replace of a Single-Family Home on a larger footprint within the Residential District.

MOTION: B. Brigham made a motion to approve the Application of Michael & Celine Shepard requesting a Variance for the rear and side yard boundaries to allow for a remove and replace of a Single-Family Home on a larger footprint in accordance with Sections 4.5, 7.1, 7.1.2, and 8.6 of the St. Albans Town Unified Development Bylaws. The property is located at 4 Tanglewood Drive within the Residential District and is owned by the Applicants, with the following conditions: 1.) Waiver of 20' at the rear of the single wide trailer and 11' on the west side of the single wide trailer 2.) All State, Town and/or Federal Permits are the Applicants responsibility and a copy shall be provided to the Zoning Administrator for the file; 3.) The Board accepts the amended findings of facts and conclusions of law as provided in the Zoning Administrator's staff report dated September 8th, 2023; 4.) The Applicant shall agree to and comply with all findings of fact and conclusions of law listed in this decision as well as all conditions of approval; and 5.) All previous conditions not amended by this decision shall remain in effect. Seconded by B. Thompson. All in favor, none opposed, motion carried.

Minutes

MOTION: B. Brigham made a motion to accept the Minutes from 7/13/2023, 8/10/2023 and 8/24/2023. Seconded by B. Thompson. All in favor, none opposed, motion carried.

Next Meeting

October 12th, 2023 at 6:30 p.m.

Adjournment

MOTION: A. Omartian made a motion to adjourn the DRB meeting at 7:15 p.m. Seconded by B. Thompson. All in favor, none opposed, motion carried.

Respectfully Submitted,

**Kimberly Kissinger
Administrative Assistant**