

Town of Enosburgh
Consolidated Development Review Board

Wednesday, May 23, 2022 @ 6:30pm

In Person Meeting

Enosburgh Emergency Services Building

Attendance

- Committee Members: Pat Hayes, Shaleigh Draper, Steve Comeau, Angela Wright, Jessica Eagles
 - Staff: Jesse Woods (Zoning Administrator)
 - Public: Ben Maddox, Kelee Maddox, Brian Bonk, Landon Bonk, Jack Bapp, Suzanne Hull-Casavant, Tim Smith, Morgan Daybell, Brenda Elwood, Sandra Ferland, Sara Tryhorne, David Tryhorne, Shawna Lovelette, Ellen Stanley, Chris Casavant, Peter Mazurak
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Agenda

1. Agenda
 2. Application #SPA-2-22/CUP-1-22 (Village) -Charles Mraz – Franklin County Industrial Development Corp.
Site plan approval/conditional use approval – Mixed-use/adaptive reuse of historic structures -First floor retail locations, and office space. Second Floor will retain current apartments. Property located 366 Main Street (Perley Block). Located in the Central Business District. Parcel ID#MS0366.
 3. Minutes from May 18, 2022 meeting
 4. Adjournment
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Pat Hayes (Chair) reads Notice of Hearing and Agenda. Hayes swears in all by oath, asking that any person from the public acknowledge the oath before speaking.

Public hearing is open at 6:37pm.

- 1. Agenda**
No changes.

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2. Application #SPA-2-22/CUP-1-22 (Village)

Chair asks the applicants or representative to present.

Tim Smith with Franklin County Industrial Development Corp. (FCIDC) and Peter Mazurak, engineer, present the project.

FCIDC is looking to purchase and renovate the space for retail and office space. Currently working with the Franklin Northeast Supervisory Union (FNESU) to create office space for them. They will maintain the eight apartments on the second floor. The warehouse in the back will take a lot of work, the priority is the office and retail spaces. They anticipate construction to be done by September.

Parking plan is to have parking in the back of the building.

They are working with historical preservation to bring back as much as possible to the original style. They have hired a historic preservation consultant for direction.

Jessica Eagles asks about the parking indicated on the map presented, showing 23 parking spaces.

Morgan Daybell from the FNESU informs the board they are looking for 15 parking spaces for supervisory union staff.

Tim informs the board that Northwestern Counseling & Support Services (NCSS) will also located two offices on site for a presence in the county, not full-time, or every day, more as needed basis.

The board asks how many offices will be in total once complete.

Morgan Daybell answers there will be 17 offices on the first floor, about 5000 square feet of office space.

Tim explains there will be 1600 square feet in the front of the building for retail space. There is no plan for development of the attic.

Angela Wright asks if these plans are going to be completed in phases, the work for office space and retail space is all for Phase 1, and if any other development would be for Phase 2.

Tim explains the focus is to get the office space ready for the FNESU to move in by September.

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Jesse Woods asks about an agreement to access the parking spaces located in the back of the building.

Shaleigh Draper asks how employees would get to the parking in the back if there were no allowed access.

Tim responds that the access is not blocked, and would remain open, so the intent is to use the access to Main Street.

Angela asks if there is any easement in the deed to access the lot.

Tim responds there is a path mentioned in the deed, but not an easement to use the driveway. If parking would become blocked, they have permission to use the parking lot at the Quincy on Depot Street.

Angela asks if there is any structure between the proposed parking and the NOTCH parking lot that is adjacent.

Tim responds there is a fence currently. They have had conversations with NOTCH about combining parking, but NOTCH did not want to share an access driveway. They asked that they have their own access if the parking lots were to be shared.

Angela asks for the applicant to explain the plans for Phase 2.

Tim explains they would like to explore the possibility of childcare, but the parking will heavily affect it. They will look at other options as well.

The board asks how many apartments are currently on the second floor, and where they park.

Tim responds there are eight apartments, six-1 bedroom, and two- 2 bedroom. Tenants currently park in the back of the building.

Shaleigh asks what the plan for parking is for those tenants, and if there are parking agreements in place for tenants.

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Tim responds that they are unsure about parking for tenants, given they may not be parking throughout the day or at all times. There is no parking agreement with tenants currently.

Angela asks for a total number of parking spaces needed if every tenant, employee, and retail space occupant needed parking.

The answer is unknown.

Angela asks if there is no possibility of merging the two parking lots.

Tim explains that NOTCH was very specific of wanting two separate accesses for the lots, that they did not want their access being used.

Angela asks if they are confident with on and off site parking, they can accommodate all parking for everyone.

Peter Mazurak responds for Phase 1 with the offsite, yes.

Angela asks if the access on the side of the building is ultimately the only option.

Tim responds yes.

Chair opens the discussion for abutting property owners and/or public comment

Brian Bonk, abutting property, stated to be clear their goal is for growth in Enosburgh, they want the town to grow; they are not trying to give anyone a hard time.

The Bonk's were approached about the project, and what is being presented was not presented to him. The plans have changed and been inconsistent each time, phases are different, and the parking is different.

They own the side of the building wanting to be used for access to parking, the concern for keeping that protected is for growth of their own business.

The plan of a daycare was initially brought to them, and children would be close to their building. They have fumes, torches, welders, etc. They have safety concerns, with traffic, cars moving across lots, noise, vacuum, loud vehicles.

The parking spaces the Supervisory Union needs are 15. They agree they can fit 23 as proposed, but that is tight, it would not be large vehicles.

There are also employees for the retail spaces to think about, second floor apartments, and third floor "suites".

They do not think that people will park at the Quincy, especially in the winter.

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Brian and Landon offered to switch properties with FCIDC. They would trade the parking lot in the back, or the parking lot on the side facing Main Street, which includes the access FCIDC needs.

They cannot give the space they have, without taking from another spot, as they have inventory they will need room for.

Jessica Eagles asks if that is still an option, to swap parking lots, if they are still open to that.

Brian responds they have leased it previously in years past as well.

Landon Bonk responds they offered to lease the parking lot as well, but no conversation happened in regards to leasing.

Jack Bapp raises concerns with using the Archambault Street access; cars go too fast, there is a safety concern. Also asks if the parking lot would be paved or dirt. There is a slope from the NOTCH parking lot that causes water and gravel to go onto his lawn.

Peter responds they are not proposing any grade changes or site changes like pavement.

Suzanne Hull-Casavant asks if they were to move toward Phase 2, if they would have to return to the DRB for another hearing.

Shaleigh responds not necessarily. It would depend on the proposal, if it would be administrative review or DRB review.

Suzanne suggests a discussion with NOTCH, wondering if there is a possibility to address concerns from Mr. Bapp, and expand on the parking plans.

Ben Maddox, owns property across from the Perley Block, expresses concern for street parking. If employees use street parking, it will make it hard for the public to visit businesses on Main Street. There is no enforcement for street parking.

Sandra Ferland mentions when there was a parking issue with NOTCH, phone calls were made and the issue has since been resolved.

Jessica Eagles agrees with the concern, as it will be more than just employees needing parking.

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Angela acknowledges the concern, and states she would like to try to find a solution, rather than see a building on Main Street left vacant.

Ellen Stanley states that there is a middle ground, it should not be "us versus them". There is a want to improve, and a unique opportunity to bring office space and retail.

Shawna Lovelette asks if part of the solution starts with a conversation between Brian and Landon Bonk, and Tim Smith.

Brian responds that he is open to having a conversation.

Shaleigh asks Tim and Peter if they also are willing to discuss options with the Bonk's.

Tim responds that they are not opposed to a conversation.

Jessica asks if there were issues prior when Bonks did lease the parking lot.

Landon responds it was a racetrack through the back of the buildings.

Ben Maddox asks Morgan Daybell if they would be willing to park at the Quincy.

Morgan responds onsite would be preferable. He also answers to a board, so it is possible.

The board asks Tim Smith to provide a copy of the deed, Brownfield Study, floor plans and site plans for the proposed project, parking options or a final proposed parking plan, and NOTCH participation if possible.

Shaleigh asks if they are clear with what is needed to continue.

Tim responds yes.

The meeting is to be continued to a future date and time...
June 7th at 6:30pm at the Enosburg Emergency Services
Building.

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Continuation June 7, 2022

Tim Smith presents, after last meeting, Tim and Peter met with Brian and Landon Bonk regarding a "land swap". Both parties have come to an agreement, that FCIDC will take the piece of land adjacent to the Perley Block including the access point from Main Street. Bonk Brothers will then take the land behind the Perley Block. They believe it is a win-win for both sides. The parking available in the lot adjacent to the building will be 18-20, 9'x18' spaces. They intend to have a closing on Friday, June 10th.

Angela questions if a parking agreement remains with the Quincy or Opera House. Tim responds that they do not have any agreement with the Opera House, but they do have an email agreement with the owner of the Quincy.

Patrick Hayes asks if there will be barriers installed between the two parking lots, to block through traffic. Peter responds there will be barriers to separate the two lots.

Jessica asks if there are plans to pave the parking lot, and Tim responds they are in the works with those plans.

Jessica asks if we have received all of the requested information from the previous meeting. Shaleigh responds that we have with the exception of the deed, which is no longer needed that there is a plan for a "land swap".

Angela asks if they have a parking plan for all uses including retail, office, and tenants. Tim responds they do not, because they are unsure of how many tenants will need parking spaces. The only parking they have designated are 15 spaces for the FNESU office spaces.

Shaleigh asks where the owners of The Flying Disc, and Wood Meadow Market currently park. Brian Bonk responds that both owners currently use the parking lot adjacent to the building, as well as the back lot.

Angela asks about the parking requirements in the Village Bylaws, section 4.12. There is a discussion on the requirements and how they apply to this project with multiple uses and residential.

Sandra Ferland speaks regarding parking at the Quincy. She states there are roughly 20 spaces available.

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Angela asks if there is a formal agreement between the Bonks and FCIDC regarding the "land swap".

Brian responds there is not, a boundary line adjustment would be the next step.

Patrick, Chair, asks for any further questions or comments. Hearing none, the Chair informs the applicants and public present that the board has 45 days to make a decision. After a decision is made, there is a 30-day appeal period.

Jessica motions to close the public hearing.

Angela seconds the motion.

The motion passes unanimously.

Shaleigh motions to enter deliberative session.

Jessica seconds the motion.

The motion passes unanimously, at 7:28pm.

Jessica motions to exit deliberative session.

Shaleigh seconds the motion.

The motion passes unanimously, at 8:58pm.

Jessica motions to approve application #SPA-2-22/CUP-1-22 (Village), with the following conditions:

- Must obtain Select Board approval for use of Opera House parking lot.
- Designate the Opera House parking lot as overflow parking, instead of the Quincy parking lot.
- Amend application to include a narrative explaining the submitted final plan—including the "land swap" plans/boundary line adjustment agreement between Bonk Brothers 2 LLC and FCIDC.
- Any changes or modifications to the existing access and curb cut is subject to obtaining an access permit from the Village Trustees per Article 4, 4.4 B.
- Eight parking spaces onsite at the Perley Block must be reserved for tenant parking. Reserved Parking signs must be installed prior to occupancy.
- Next phases of the project are subject to DRB review and approval.
- Certificate of Occupancy must be obtained prior to occupancy.

Shaleigh seconds the motion.

The motion passes unanimously.

Steve motions to approve the May 18, 2022 minutes as written.

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Jessica seconds the motion.

The motion passes unanimously.

Steve motions to adjourn.

Jessica seconds the motion.

Adjourned at 9:06pm.