

DEVELOPMENT REVIEW BOARD hearing scheduled for June 12, 2024

In Re: Conditional Use Review to renovate an existing camp at 62 North Shore Rd.

General Information:

Applicant(s):	Carol Conard
Application No.:	DRB 24-061-CU
Property owner:	(leased from Town of Charlotte)
Requested Action:	Conditional Use Approval
Purpose:	Renovate and expand existing camp
Existing Zoning:	Shoreland Seasonal Home Management District
Location:	62 North Shore Road
Parcel ID:	00024-0062
Size:	0.37 acres
Existing Land Use:	Seasonal Camp
Surrounding Land Use	Seasonal residences on Town of Charlotte land
Permitting History:	
Applicable Regulations:	<i>Charlotte Land Use Regulations, as amended 2022:</i> <ol style="list-style-type: none">Section 2.7, Table 2.7(D-G) Shoreland Seasonal Home Management District: Conditional Uses, Dimensional Standards, District Standards, Design Review StandardsSection 3.12(A) – Performance StandardsSection 3.15(G) – Lakeshore BuffersSection 5.4 (C) – Conditional Use Review; General Standards
Public Notification:	Public notification was via publication in <i>The Citizen</i> newspaper May 16, 2024 and by posting hardcopies of the notice at the Town Office, the Post Office, and Spear’s Corner Store May 16, 2024. Written notification of the public hearing was provided to adjoining property owners by mail May 16, 2024.

Exhibits:

1. Conditional Use Application Shoreland Seasonal Home Management District, May 8, 2024
2. Site Plan, Plans & Elevations, May 8, 2024

Project background:

Applicant owns a seasonal camp on a 0.37 acre leased lot (#145) at 62 North Shore Rd. on Thompson’s Point. The applicant proposes a minimal renovation of the existing 720 sq. ft. camp, which will include converting 111 square feet of deck area into interior finished space, adding two dormers including windows (one on the lakeside and one on the roadside), new roof, and replacing two doors with windows. The camp is proposed to increase in size from 720 sq. ft. to 831 sq. ft. The occupancy (number of bedrooms) will not change.

1. **Chapter II, Section 2.7 (D) – Conditional Uses** – 4. *Alteration of an existing structure*
 - 111 sq. ft. of existing deck area is proposed to be converted into interior space to enlarge existing living/dining/kitchen area and bedroom.
2. **Chapter II, Section 2.7 (E) – Dimensional Standards**
 - a. *Minimum Setback/Front: 50 ft. from ROW*
 - No change
 - b. *Minimum Setback/Side: 50 ft.*
 - No change; non-compliant (lot is 50 feet wide)
 - c. *Minimum Setback/Shore: Existing*
 - Proposed alteration extends camp 4 feet closer to lakeshore
 - d. *Maximum Height: Lesser of 30 feet or 2-stories*
 - No change; compliant
 - e. *Maximum Building Coverage: 7%:*
 - Compliant: existing is 4.4%; proposed is 5.1%
 - f. *Maximum Lot Coverage: 10%*
 - No change; compliant
3. **Chapter II, Section 2.7 (F)(4) – District Standards** *stipulates that all trees on leased lots are owned by the Town, and permission from the Tree Warden shall be required for cutting or pruning within this district.*
 - (1) 12” diameter cedar tree is proposed to be cut
4. **Chapter II, Section 2.7(F)(7) – District Standards** *The alteration or expansion of an existing principal structure may be approved by the Development Review Board subject to conditional use review under Section 5.4 provided that:*
 - (a) *the building footprint ... does not exceed seven percent ...*
 - (b) *the alteration is not for the purpose of increasing occupancy ...*
 - (c) *the applicant can demonstrate that all municipal and state regulations for sewage disposal are met ...*
 - See #8 below
5. **Chapter II, Section 2.7 (G) – District Design Review Standards** *stipulates that for any alteration or expansion of any portion of any principal structure the Development Review Board shall seek the recommendations of the Design Review Committee (DRC).*
 - There is currently no DRC. See *Thompson’s Point Design Review Questionnaire* submitted by applicant.
 - Per narrative submitted by applicant: *The new roof will be a dark color ... the new walls will blend seamlessly into the old ... to match the existing siding. I will replace (two sliding glass doors with double-hung windows) for a look more in keeping with the character of the area There will no change to the appearance of the camp from the road.*

6. **Chapter III, Section 3.12(A) – Performance Standards**

- Conforms: no additions/changes/alterations that effect performance standards.

7. **Chapter III, Section 3.15(G) – Lakeshore Buffers** *stipulates that a vegetated buffer zone shall be maintained within 100 feet of the shoreline of Lake Champlain in order to minimize runoff and pollution, and to maintain bank stability and environmental quality.*

- Applicant proposes to add to the lakeshore buffer by planting ground cover
- (1) tree adjacent to camp is proposed to be removed.

8. **Chapter V, Section 5.4 (C) – Conditional Use Review; General Standards:** *(2.) Character of the area affected.*

- The proposed alteration to the camp matches in style and color the existing camp.

Staff Comments:

Lot #145 is not in the Thompson’s Point Historic District.

Prepared By: Rebecca Kaplan, Planning & Zoning Assistant, May 20, 2024