**Town of Jefferson**

Office of the Zoning Board of Adjustment

**Minutes**

December 14, 2023

The meeting was called to order at 7:40 pm.

**Members present**: Chairman Kim Perry, Jason Call, Tom Walker, Wayne Bilquin, alternate

**Absent**: Biff Wyman, Rodney Houghton

**Others present**: Charlene Wheeler, Board secretary; Steve Armstrong

In the absence of a regular member, Wayne Bilquin was designated a voting member for this meeting.

**Hearing – Case # 220-2023 – Vizard**

Chairman Perry opened the public hearing for an application from Stefanie Vizard for a Special Exception, Article III, Section 2. She proposes to operate a short-term rental at 260 Old Cherry Mountain Road, Map 17, Lot 8. Board members had already received copies of the application to examine. Chairman Perry read the application. He asked Steve Armstrong, who was acting as an agent for the applicant, to describe the property and the proposal. Mr. Armstrong said the residence needed a good deal of renovation which is still in progress. It contains 4 bedroom and there is sufficient room for parking. The house sits quite a distance from neighbors who have been told of the plans for short-term rental plan. The Board secretary reported she had received no questions or comments about the application from abutters or the general public. Mr. Armstrong said there would be a maximum of 10 guests at any one time. Board members agreed that their formula for occupancy is the number of bedrooms times two plus 2 which would put the allowed maximum capacity of guests at 10. He was also asked if any safety inspection had been done and Mr. Armstrong said it hasn’t been done yet, but he will contact Chief Milligan. Security cameras are operating on the property to monitor what goes on there. They didn’t want guests who cause trouble to anyone. Mr. Armstrong was asked who would respond when there might be a problem or an emergency. He said he would personally respond; the unit is not being handled by any company. Maintenance and cleaning, etc. would be handled by the owner. There is a set of rules for the renters to abide by. He was asked to add no discharge of firearms, respect surrounding neighbor’s property, and drive carefully on the town road to the list. Also, the entrance to the property should be clearly marked. Mr. Armstrong agreed that all would be done. The family plans using the residence a lot of the time too.

There being no further questions or comments, Chairman Perry closed the public portion of the hearing.

Jason Call led the Board through the 4 criteria for granting a Special Exception.

1. “The proposed use shall be one permitted by the Land Use Ordinance.” Yes, this use is permitted by Special Exception as a Tourist Accommodation and Lodging Units in Article III, section 2 of the Land Use Ordinance.
2. “The specific site is appropriate for the location and of adequate size for such use.” Yes, the site is of adequate size for the number of guests allowed. There are four bedrooms and there is plenty of parking and privacy from surrounding abutters. The house is at a distance from any abutter. No objections from abutters to the application were received. The maximum number of guests would be limited to ten. The lot is located on a public road maintained by the town. There are plans in place for maintenance of the house and identification of the property for ease in locating. A safety inspection is planned as well as a posted list of rules, warnings, and a contact person in case of emergencies. Security cameras are in place.

1. “The use will not adversely affect the adjacent area.” Yes, the use will not affect the adjacent area. Security cameras are already in place on the property. The residence which has been renovated has been on the property for years. There were no objections received from abutters to the Vizard application. It will increase taxes paid to the town without significant impact to schools and services.
2. “The proposed use will be in keeping with the state purpose of the Ordinance.” Yes, it will not interfere with the small-town atmosphere and further erode the rural nature of the community. This is not overcrowding the neighborhood as this residence has already existed for years. It will bring business and income that will benefit the town. Safety rules will be posted. There will be no impact to schools as there might be with a full-time rental. Chief Milligan will be contacted to perform a safety inspection and whose recommendations will be followed by the applicants.

Wayne Bilquin made the motion to grant the application for a Special Exception, with conditions (see copy of notification of decision), seconded by Tom Walker. The vote to accept the motion was unanimous.

Mr. Armstrong thanked the Board and left the meeting.

**Minutes**

Jason Call made the motion to approve the much-edited minutes of the September14, 2023, and to send notices to the applicants who were heard, seconded by Wayne Bilquin. The vote to accept the motion was unanimous. It was noted that Ms. Wells, who was substituting for the Board secretary, did the best job she could given she was not familiar with the Board’s regulations and procedures. Notices of decision for the two applications were also not sent by Ms. Wells and the Board secretary was asked to see that was done.

**Other Business**

The Board secretary circulated a list of seven new applications pending, all but one asking to operate a short-term rental unit. Because of the number of hearings required, the Board members agreed to schedule two hearing dates in January, one on January 11, 2024, and one on January 18, 2024, to accommodate the large number.

The Planning Board has completed draft ordinances for residential campgrounds and for short-term rental units. Also, the Select Board may be developing a permitting process for operating a short-term rental unit. The Planning Board is holding a hearing on these proposed revisions to the Land Use Ordinance on January 16, 2024.

Jason Call made the motion to adjourn the meeting, seconded by Tom Walker. The meeting was adjourned at 9:02 pm.

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Charlene Wheeler

Secretary to the Board