

## Department of Permitting & Inspections

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**TO:** Development Review Board  
**FROM:** Ryan Morrison, Associate Planner  
**DATE:** February 15, 2022  
**RE:** ZP-21-833; 65 Scarff Avenue

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**Note: These are staff comments only; decisions on projects are made by the Development Review Board, which may approve, deny, table or modify any project. THE APPLICANT OR REPRESENTATIVE MUST ATTEND THE MEETING.**

Zone: RL Ward: 5S

Owner/Applicant: Mark & Laurie Kotorman / Antonio Colangelo

**Request:** Establish a 1-room short term rental (bed & breakfast) within the existing single family residence.

### **Applicable Regulations:**

Article 3 (Applications, Permits, & Project Reviews), Article 4 (Zoning Maps and Districts), Article 8 (Parking)

### **Background Information:**

The applicant is requesting approval to utilize one room within the existing single family residence as a short term bed and breakfast rental. No new development is included.

Previous zoning actions for this property:

- **Zoning Permit ZPF-21-32;** fencing replacement. Approved July 9, 2021
- **Zoning Permit 20-0642CA;** remove rear porch and mudroom – replace with two story addition, add roof dormer and second floor deck, replace windows, and extend driveway with permeable pavers. Approved January 27, 2020.

**Recommendation:** Conditional Use approval as per, and subject to, the following findings and conditions.

## **I. Findings**

### **Article 3: Applications, Permits, and Project Reviews**

#### **Part 5, Conditional Use & Major Impact Review:**

#### **Section 3.5.6 (a) Conditional Use Review Standards**

*Approval shall be granted only if the DRB, after public notice and public hearing, determines that the proposed conditional use and associated development shall not result in an undue adverse effect on each of the following general standards:*

1. *Existing or planned public utilities, facilities or services are capable of supporting the proposed use in addition to the existing uses in the area;*

The conversion of one room within the existing single family residence has no appreciable impacts on existing or planned public utilities, services, or facilities. The applicant is advised to check with VT DEC as to whether a state wastewater permit is needed. **(Affirmative finding as conditioned)**

2. *The character of the area affected as defined by the purpose or purposes of the zoning district within which the project is located, and specifically stated policies and standards of the municipal development plan;*

The property is located within the residential – low density zone. The neighborhood consists of single family residential properties. The subject rental room within the existing single family dwelling will serve as a place for people to stay, except that it will serve occupants on a short term basis rather than long term. The current owners of the property will continue to reside full time on the property. **(Affirmative finding)**

3. *The proposed use will not have nuisance impacts from noise, odor, dust, heat, and vibrations greater than typically generated by other permitted uses in the same zoning district;*

As noted above, the short term rental room within the single family residence will serve as a place for people to stay within the neighborhood, albeit on a short term basis. It is not expected to generate nuisance impacts from noise, odor, dust, and the like. **(Affirmative finding)**

4. *The transportation system is capable of supporting the proposed use in addition to the existing uses in the area. Evaluation factors include street designations and capacity; level of service and other performance measures; access to arterial roadways; connectivity; transit availability; parking and access; impacts on pedestrian, bicycle and transit circulation; safety for all modes; and adequate transportation demand management strategies;*

Little change in traffic is expected. Occasional guest vehicular traffic could be compared to that of the property owner's personal guests (friends/relatives). In addition to the residents of the property arriving and departing, short term guests will arrive and depart within established timeframes. **(Affirmative finding)**

5. *The utilization of renewable energy resources;*

No part of this application would prevent the use of wind, water, solar, or other renewable energy resources. **(Affirmative finding)**

6. *Any standards set forth in existing City bylaws and city and state ordinances;*

The short term rentals must adhere to the life safety standards, and provide payment of applicable rooms and meals taxes, as per the State of Vermont. **(Affirmative finding as conditioned)**

(b) Major Impact Review Standards

Not applicable.

(c) Conditions of Approval:

*In addition to imposing conditions of approval necessary to satisfy the General Standards specified in (a) or (b) above, the DRB may also impose additional conditions of approval relative to any of the following:*

1. *Mitigation measures, including but not limited to screening, landscaping, where necessary to reduce noise and glare and to maintain the property in a character in keeping with the surrounding area.*

The short term rental room is not expected to produce adverse effects in need of mitigation. **(Affirmative finding)**

*2. Time limits for construction.*

No construction timeline or phasing are included in this proposal. **(Affirmative finding)**

*3. Hours of operation and/or construction to reduce the impacts on surrounding properties.*

The short term rental room within the single family residence is offered year-round. It is recommended that guest check-ins be limited to 7:00 am – 10:00 pm to minimize noise, traffic, and neighborhood nuisances. **(Affirmative finding as conditioned)**

*4. That any future enlargement or alteration of the use return for review to the DRB to permit the specifying of new conditions; and,*

Any future enlargement or alteration will be reviewed under the zoning regulations in effect at that time. **(Affirmative finding as conditioned)**

*5. Such additional reasonable performance standards, conditions and safeguards, as it may deem necessary to implement the purposes of this chapter and the zoning regulations.*

Not applicable.

**Article 4: Maps & Districts**

***Sec. 4.4.5, Residential Districts:***

***(a) Purpose***

***(1) Residential Low Density (RL)***

The Residential Low Density (RL) district is intended primarily for low density residential development in the form of single detached dwellings and duplexes. This district is typically characterized by a compact and cohesive residential development pattern reflective of the respective neighborhoods' development history. The existing single family residence is consistent with this intent. Conversion of one room within the single family dwelling to a short term rental remains consistent with the intent of the zone. **(Affirmative finding)**

***(b) Dimensional Standards and Density***

Not applicable.

***(c) Permitted and Conditional Uses***

The “bed and breakfast” (short term rental) use is conditional in the RL zone. Owner occupancy is required, and up to 3 rooms may be let. In this case, the owners will reside on the property full time. The applicant proposes to rent out one bedroom within the home. **(Affirmative finding)**

***(d) District Specific Regulations***

Not applicable.

**Article 8: Parking**

***Sec. 8.1.8, Minimum Off-Street Parking Requirements***

Single-family uses in the Neighborhood Parking District require 2 parking spaces. “Bed & Breakfast” uses require 1 parking space per rental room. In this case, the applicant’s single family residence requires 2 parking spaces, plus 1 additional space for the short term rental room. Previous zoning permit approval indicates 3 onsite parking spaces. **(Affirmative finding)**

## **II. Conditions of Approval**

1. The subject property must be, and remain, owner occupied as long as the bed and breakfast short term rental room remains in operation.
2. It is recommended that guest check-ins be limited to 7:00 am – 10:00 pm to minimize noise, traffic, and neighborhood nuisance.
3. All guest parking shall be on-site and off-street.
4. A state wastewater permit may be required. It is the applicant's responsibility to inquire with VT DEC as to whether such permit is necessary.
5. Any additional B&B room, or physical alteration, will require a new zoning permit, subject to regulations in effect at the time of permit application submittal.
6. The applicant will have to ensure compliance with state regulations regarding short-term B&B type rentals, including but not limited to payment of required rooms and meals taxes and compliance with Division of Fire Safety standards and Health Department standards.
7. The Applicant/Property Owner is responsible for obtaining all necessary Zoning Permits and Building Permits through the Department of Public Works as well as other permit(s) as may be required, and shall meet all energy efficiency codes of the city and state as required.
8. Standard permit conditions 1-15.