

# Development Application



Required for all applications, Zoning, Building and Public Works.

## Applicant Information

**Project** Address 7 Charles Street, Montpelier Lot size? 0.13 Detached, Single Family? Y/(N)  
**Applicant Name** Thomas Harries Jr  
**Address** 7 Charles St, #2 **City** Montpelier **State** VT **ZIP** 05602  
**Phone** 720-900-1023 **Email** THARRIESJR@GMAIL.COM  
Is the Applicant the Owner of the property? (Y) N If No, fill out below.

## Owner Name

**Address** **City** **State** **Zip**  
**Phone** **Email**

Mail all permit materials to: Owner or Applicant (circle one)

## Project Information (See staff for assistance if necessary)

**Zoning District:** Res3000 **Neighborhood:** N/A  
**Design Control District:** No **River Hazard Area:** No  
**National Register of Historic** No **Existing Use of Property:** Residential - 2 units

- New Principal Building
- Major Renovation\* to existing principal building.
- New Tenant or Use
- Accessory structure > 2000ft<sup>2</sup>
- Accessory structure taller than 24ft
- Construction Cost Estimate: \_\_\_\_\_
- Additional impervious surface created?  
*Semi-impervious driveway surface*

- Parking spaces added. How many? \_\_\_\_\_
- Are new lots being created? \_\_\_\_\_
- Any work within the City Right of Way? (Y)N
- Additional bedrooms? Y/N
- Any change in the water or sewer service? Y/N
- Other activity, describe below.
- Fill or excavation will affect the property?  
How much material will be added/removed?  
*Removed: ~18 yards / Installed: ~16 yards*

\*Extensive alteration work on exterior shell of the building, and may include additional work on primary structural components, mechanical, electric and plumbing systems, and/or site work. Typically, the extent and nature of the work is such that the building cannot be used for its intended purpose while the work is in progress.

## Project description

*A new driveway is proposed at the property which is described in more detail in the accompanied site plan document. Since this would be the second (very constricted) driveway on the property an additional access point to the city street would be needed, which requires DRB approval. As explained in the site plan rationale, the intent for a second driveway is not mere convenience but specific circumstances involving this duplex with only 1 off-street parking spot on a street which has prohibited parking during the winter parking ban.*

**Site plan**

Is a site plan attached showing existing and proposed conditions?  Y /  N

The minimum requirements for a site plan are; property lines, street, existing and proposed structures, setbacks from property lines of proposed structures, applicant's name, date, scale and north arrow. (See "green sheet" for features required if applicable.)

**Project information**

Does your project involve new construction, addition, alteration, renovation or repair to a structure?

Y /  N If yes, you may have to record a Vermont Residential/Commercial Energy Standards (RBES or CBES) Certificate in the Land Records prior to receiving your Certificate of Compliance/Occupancy. Contact Energy Code Assistance Center at (855) 887-0673 or online at [http://publicservice.vermont.gov/topics/energy\\_efficiency/rbes](http://publicservice.vermont.gov/topics/energy_efficiency/rbes).

**Disclaimer and Signature**

The undersigned hereby request(s) a permit for land development as described above and certifies that the information presented is true and correct to the best of my knowledge. I understand that the permit runs with the land and that compliance is ultimately the property owner's responsibility. I understand that if more information becomes available to staff additional review and fees may be required. I also understand that this permit, if issued, will be deemed null and void in the event any material information upon which it is based is found to be incorrect or misrepresented.

(Property Owner) printed: *Thomas J Harries, Jr*

Signature:

Date: 11/20/20

(Applicant) printed: *Thomas J Harries, Jr*

Signature:

Date: 11/20/20

This application is for Local City of Montpelier Permits. Your project may also require State permits. We recommend that you contact the following State agencies early in your project planning: (brochures available in the Planning Department)

**Department of Environmental Conservation (DEC) – (802) 505-5367**  
**Vermont Department of Labor – (802) 828-4000**

For Office Use Only

Attachments Required	Fees	Fees received
Building Basic		
Building Major		
Zoning Admin.		
River Hazard		
Waiver/Variance		
Conditional Use		
Site Plan		
Sign		
Public Works		
Design Review		

DRB

\$300

✓

Check # *Online Payment Card 06755P*  
 Amount received: *\$300.00*  
 Date received: *11/23/20*  
 Received by *AB*

Check #  
 Amount received:  
 Date received:  
 Received by

Check #  
 Amount received:  
 Date received:  
 Received by

# Zoning Permit Attachment

Applicant Information	
<b>Project Address</b> 7 Charles Street, Montpelier	<b>Date</b> 11/20/20
<b>Applicant Name</b> Thomas Harries Jr	

Purpose of Application	Fill out sections below.
<input type="checkbox"/> New Structure or addition 	Sections 1. And 2.
<input type="checkbox"/> Change of Use 	Sections 5. And 6.
<input type="checkbox"/> Design Review 	Section 7.
<input type="checkbox"/> Boundary Line Adjustment 	Section 3.
<input type="checkbox"/> Home Business 	Sections 5. And 6.
<input type="checkbox"/> Demolition 	Section 4.
<input checked="" type="checkbox"/> Excavation or Fill 	Section 2.

1. Dimensions §3002	
Dwelling Unit(s)	Existing? _____ New? _____ Proposed lot total? _____
Lot Frontage	
Lot Coverage	Footprint
Setbacks	Front: _____ Side (R): _____ Side (L): _____ Rear: _____
Height	

2. Environmental factors (§3005, §3006 & §3007) A site plan will be required.	
Does the property contain any mapped Wetlands, Vernal pools or Riparian Areas?	No
Does the subject property have any slopes greater than 10%?	No
If yes above, what is the area of disturbance?	

3. Lot Lines (§3510)				
Proposed	Acres	Frontage	Coverage	Setbacks (front/side left/side right/rear)
Lot 1(applicant)				
Lot 2				

4. Demolition (§3004)	
Is the structure a contributing structure on the National Register of Historic Places?	
Attach a demolition and site remediation plan. (§3004.C)	

**5. Parking (§3011)**

Existing spaces: \_\_\_\_\_

Proposed spaces total: \_\_\_\_\_

**6. Uses (figure 2-15 Use Table)**

Current Uses	Gross floor area	Proposed Uses (Include current uses remaining.)	Gross floor area

**7. Design Review (§2201)**

Include; Elevation drawings or photographs of existing and proposed, cut sheets, colors, and site showing location of proposed changes.

**Additional information if helpful**

Attach a narrative if necessary:

All activities approved by this zoning permit must be completed within 2 years of issuance.

All actions or determinations made by the Administrative Officer regarding this zoning permit application may be appealed by you or an interested person to the Development Review Board during a 15-day appeal period.

If Development Review Board approval is required, actions by the DRB may be appealed by you or an interested person to the Environmental Court during a 30-day appeal period, which begins upon the date their decision, is issued. State law requires that the permit cannot take effect until all appeal periods have concluded without appeal. If appealed, the permit does not take effect until the appeal has been resolved. Any activity subject to this permit commenced before the effective date is solely at the applicant’s risk.

For staff use only:  
 Proposed:

- FAR (gross floor area/total lot area); \_\_\_\_\_ (For non-residential uses.)
- Residential density subject district; \_\_\_\_\_. (For residential uses.)
- Major/Minor
- Slope
- Buffer zones

**7 Charles Street**  
**Driveway Addition Proposal**  
**November 20, 2020**

Thomas Harries  
7 Charles Street #2,  
Montpelier, VT 05602  
720-900-1023  
tharriesjr@gmail.com

## **Objective**

It is desired to construct a second driveway for one additional parking spot at the 7 Charles Street residential property in Montpelier. This document functions as the site plan referenced in the Montpelier Development Application and provides background for the project including justification, feasibility, and illustrations.

## **Rationale**

The building at 7 Charles Street is a duplex with only 1 viable off-street parking spot for 1 of the units; The uphill unit does not have any off-street parking at the property. Although not great, this works okay for about two-thirds of the year, but is problematic for the resident(s) during the winter parking ban time frame for 20 weeks or thereabouts. Charles Street (between Foster and Ridge) has been on the 'ALWAYS Prohibited' list of streets which compounds the issue for residents.

## **Feasibility**

Based on city regulations regarding driveway requirements (Montpelier Unified Development Regulations – Section 3010) and review of the site, it seems quite practical to construct a parking spot with the appropriate dimensions and spacing on the property. The main dependency as with almost any project appears to be approval / permitting by the city, with an emphasis of specific Development Review Board approval due to nonconformity on the number of access points increasing (i.e. 2<sup>nd</sup> curb cut) from one to two.

Some key points regarding feasibility:

- Based on measurements, spacing requirements between adjacent driveways and street intersections are within the requirement for Residential 3000 zoning, specifically greater than 100 feet to nearest intersection, and greater than 45 feet (measured at approx. 55 feet) to adjacent driveways on both sides.
- Based on the location of the building in relation to the property boundary, there is enough space to construct a driveway with the required minimum dimensions of 18 feet by 8.5 feet. See exhibit 3 - sketch with dimensions.
- Following communication with city personnel, it is believed the Right of Way extends approximately 2 feet from the inside edge of the sidewalk which leaves enough room for the driveway.
- An initial evaluation from a potential contractor indicated the driveway project construction would be straightforward and could be completed in a few days.

## **Exhibits**

Multiple exhibits are given in the next handful of pages which support the viability for an acceptable driveway construction.

## Exhibit 1: InteractiveGIS Image

The below image is a screenshot taken from a zoomed-in view from the Montpelier IGIS website of the 7 Charles Street property. Although the layout of the building structure is very generally representative, it can be misleading, particularly with scaling in the location of the proposed parking spot. The proposed driveway is outlined generally in green.



Figure 1: IGIS image screenshot of 7 Charles property with annotation.

Source: <http://montpelier.interactivegis.com>

## Exhibit 2: Survey Image

This image was taken from a survey document dated November, 1988 apparently produced by John H. Thetford Associates, Inc. from their completed survey work. The proposed driveway location outlined in green has been inserted. The building exterior in relation to the relevant property boundary with 5 Charles Street can be compared and/or contrasted with the IGIS image.



Figure 2: Partial view of survey from 1988 showing 7 Charles Street property.

### Exhibit 3: Sketch – Dimensions

Measurements were taken at the property to produce this rough sketch depicting the location of the proposed parking spot. The property boundary line was constructed based on the property markers (pins) in the back and front. A 9 foot by 18 foot (or larger) parking spot could be constructed on the premises without modification to any building structure. The driveway could be wider as it approaches the street as needed.

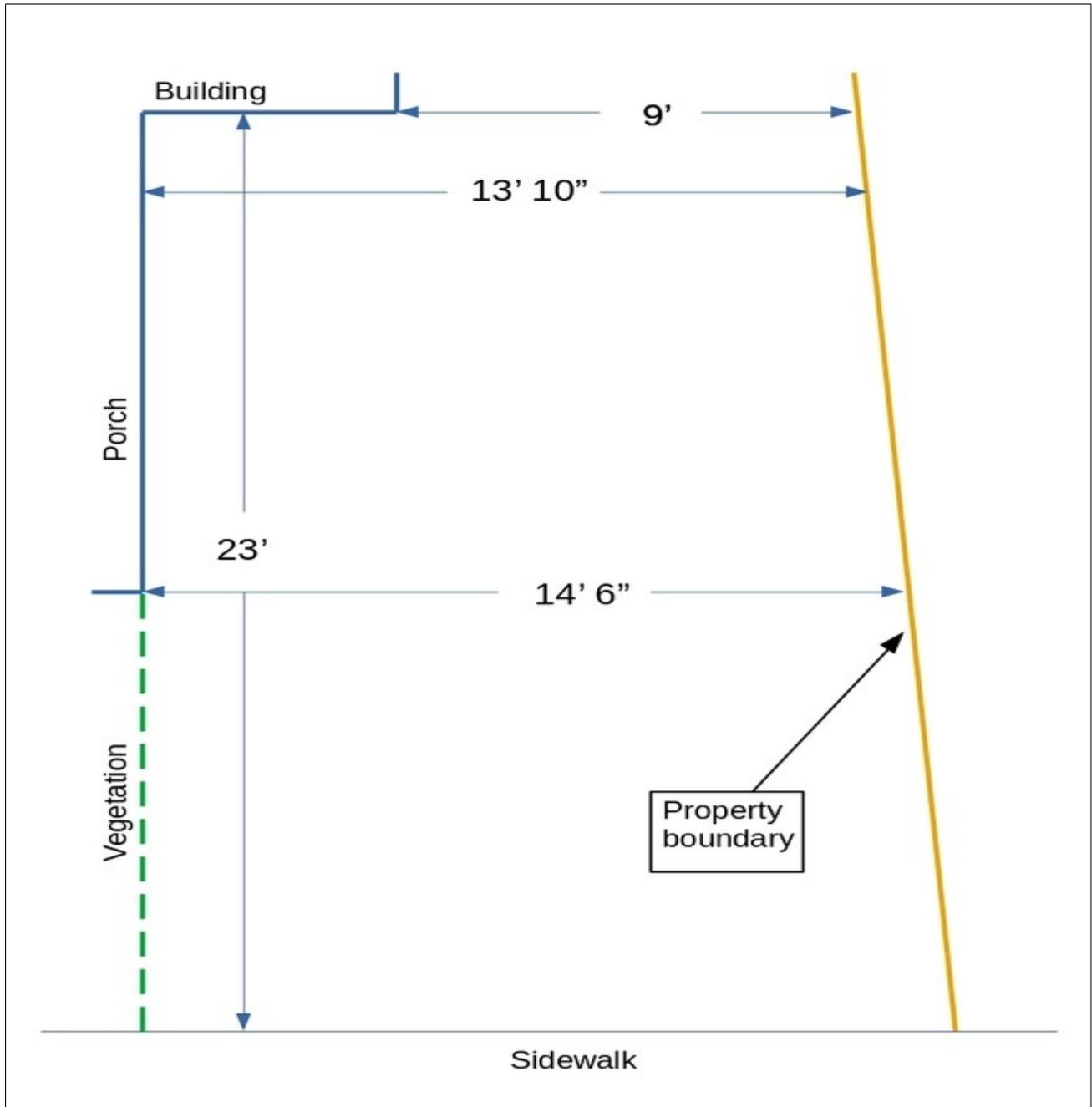


Figure 3: Top view drawing of proposed parking location with dimensions.

## Exhibit 4: Site Photograph

A photograph of the proposed parking location taken from Charles street.



*Figure 4: Street view photograph of proposed parking location.*

## Exhibit 5: Google Maps Image – Street View

A Google Maps image from just a bit uphill on Charles Street in front of the next property – 5 Charles Street. The two yellow colored lines have been added showing generally where the front / beginning of the proposed driveway would exist. The driveway would extend further behind the small trees and bushes.



Image capture: Oct 2018 © 2020 Google

*Figure 5: Google Maps image (with annotation) from Charles Street - uphill in front of 5 Charles property.*

Source: <https://www.google.com/maps>