

**NOTICE OF ACTION OF THE PLANNING COMMISSION  
TOWN OF ROCKINGHAM, VERMONT**

**INTRODUCTION:**

Application #4252-16 is for an exterior wall restoration that requires design review approval under Section 4700 of the Rockingham Zoning Bylaws. The property is owned by Sharon Boccelli. The property is located on 3-5 Rockingham Street within the Central Business zoning district.

This Notice of Action is produced by the Rockingham Planning Commission. The Notice of Action is presented in separate sections called; Introduction, Findings, Conclusions, and Decision. In making its decision, the Planning Commission held public hearings on May 25, 2016 and June 22, 2016 to collect testimony from the Town of Rockingham staff, the applicant, property abutters, and to review the zoning application and materials. The Notice of Action, with application and materials, is filed with the Town Clerk's office and Planning & Zoning's digital land use records.

**FINDINGS:**

The following findings are compiled from the zoning application, materials, and the two recorded public hearings.

- F1. The north exterior wall is asphalt singled. The wall was reconstructed in 1982 when it directly abutted an adjacent building and was not visible to the public. The adjacent building has since been removed and the wall is clearly visible from many vantage points in the Central Business District.
- F2. The north exterior wall is comprised of two exterior sub-walls. The asphalt shingled exterior wall has the outward appearance of a bow or warp, but is architecturally two separate exterior sub-walls set at slightly different angles. The Canal Street side sub-wall is 20 feet in width. The Rockingham Street side sub-wall is 15 feet in width. The entire exterior wall is 35 feet in total width. The precise angles between the two sub-walls have been measured at less than 3 degrees.
- F3. The applicant submitted a zoning application to make changes to the north exterior wall of the building. The scope of work included removing the asphalt shingles, installing clapboard siding, restoring two windows on the second floor, restoring two windows on the third floor, removing various items attached to the wall, and installing trim around the exterior wall and sub-walls.
- F4. The applicant states the exterior clapboard siding will match the style and appearance of the clapboard siding found on the other three sides of the building.
- F5. The applicant states that the two exterior windows on the third floor had existed historically and evidence of these windows can be found inside the building. The applicant states that the expectation is that there are two additional windows located on the 2<sup>nd</sup> floor, although evidence of their existence cannot be confirmed. The second and third floor windows will be restored to match the existing two-over-two historic window design with trim and shutters as found on the south and west sides of the building.
- F6. The applicant states that the sub-walls will be separated by a white fascia board that is consistent with the fascia board separating the two sub-walls on the south side of the building.

F7. The applicant states that the electrical equipment, third floor push-out, and other unknown and nonfunctioning service attachments will all be removed from the exterior wall. The required electrical service connections will be the only items left attached.

**CONCLUSIONS:**

The Planning Commission shall base its decision by applying the Zoning Bylaws Section 4713.11 Central Business Design Sub-District and Section 4714.2 Design Review Criteria. The Planning Commission finds that:

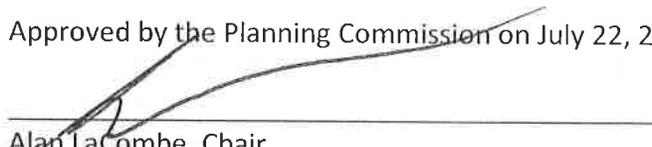
- C1. The proposed exterior wall restoration respects the architectural integrity of the building.
- C2. The proposed exterior wall restoration design is compatible with its surroundings and is appropriate for the Design Review District.

**DECISION:**

Based upon the Findings and Conclusions, the Planning Commission approves the request for the north exterior wall restoration with the following conditions:

- D1. Clapboard siding must match the look and appearance of the existing clapboard siding.
- D2. The exterior wall border and sub-walls will have the same fascia boards that separate the existing exterior walls and sub-walls.
- D3. The windows shall be constructed to match the existing historical two-over-two design including the trim and shutters as found on the south and west side of the building.
- D4. The Applicant will submit photos of the completed restoration project to be filed with this Notice of Action.

Approved by the Planning Commission on July 22, 2016.

  
Alan LaCombe, Chair  
Planning Commission

**Planning Commission members approving decision:**

Alan LaCombe, Vincent Cherico, Renee Vondle, Kath Martin

**Appeals:**

Interested persons have the right to appeal this decision to the Vermont Environmental Court within 30 days of the date this decision is issued (24 V.S.A. §4471). The decision becomes final after the appeal period has passed (24 V.S.A. §4472).

**Copies to:**

Applicants (Certified Mail) \_\_\_\_, Town Clerk \_\_\_\_, Posted \_\_\_\_, Webpage \_\_\_\_

**TOWN OF ROCKINGHAM  
APPLICATION FOR ZONING PERMIT**

Date filed: <u>13 May 2016</u>	(OFFICE USE ONLY)
Fee Paid: <u>yes</u>	Applicant: <u>Sharon Boccelli</u>
Zoning District: <u>CB7+DRD</u>	Owner: <u>Same</u>
Referred to:	Parcel Map# <u>23-5010005</u>
<input checked="" type="checkbox"/> Planning Commission <u>25 May 2016</u>	W/in 100 yr. floodplain? <u>N/A</u>
<input type="checkbox"/> Board of Adjustment	W/in Regulated Wetland? <u>N/A</u>
Date: <u>25 May 2016</u>	<b>PLOT PLAN ATTACHED &amp; APPLICATION COMPLETE ( )</b>

COMPLETE ALL ITEMS OR APPLICATION WILL BE RETURNED. COMPLETE IN INK. DO NOT USE PENCIL. NO CONSTRUCTION OR USE IS TO BE STARTED WITHOUT AN APPROVED PERMIT. IF CONSTRUCTION OR USE BEGINS WITHOUT A PERMIT, A LATE FEE (See Fee Schedule Information) IS ASSESSED.

**PART I  
(ALL APPLICANTS MUST COMPLETE Part I)**

**Owner & Applicant Information**

- PROPERTY OWNER(s) Names Sharon Boccelli  
(List Names of all Property Owners as shown on deed.)  
Mailing Address: 46 Canal St. Bellows Falls VT Zip Code 05101  
Tel. No.: (Daytime) 802-460-1190 (FAX) 802-460-1191 Email: sharon@sbauctioneers.com
- APPLICANT(s) Names: Same  
(If different than Landowners)  
Mailing Address: \_\_\_\_\_ Zip Code \_\_\_\_\_  
Tel. No.: (Daytime) 802 460-1190 (FAX) \_\_\_\_\_ Email: \_\_\_\_\_
- Contact Person: Sharon Boccelli (Daytime Tel.) 617-413-4054

**Property Information**

- PROPERTY LOCATION: Street Number 3-5 Street Name Rockingham St.
- Property Owner's Deed is recorded in Book 346 Page 218 Date of Sale 7/17/2014  
(Information available in Town Clerk's Office)
- Is this lot recorded on a survey or subdivision map in the Town Clerk's Office? Yes  No   
If yes, provide Book \_\_\_\_\_, Page \_\_\_\_\_, and Date Recorded \_\_\_\_\_
- DIMENSIONS of LAND:  
Area of Lot: .03 A (Square Feet or Acres)  
Lot Frontage on Road/Right-of-way 50 ft. Lot Depth (front to rear) 32 ft.

**Use of Property Information**

8. **CURRENT USE:** Describe What the Property Is Used for Now. If there is more than one use, describe them all.  
Residential: Single-family ( ) Two-Family ( )  
Multiple-family ( ) Number of Apartments \_\_\_\_\_

Describe:

Commercial ( ): Retail, Antiques, offices

Industrial ( ): \_\_\_\_\_

Other ( ): \_\_\_\_\_

9. **PROPOSED USE**

Residential:  
Single family ( ) Multiple-family ( ) Number of Existing Apartments: \_\_\_\_\_  
Two-family ( ) Number of Proposed Apartments: \_\_\_\_\_  
Total Number of Apartments: \_\_\_\_\_

Non-residential: Describe the Products You Will Be Making and Activities You Intend to Conduct.

Commercial ( ) Same

Industrial ( ) \_\_\_\_\_

Other ( ) \_\_\_\_\_

10. What, if any, Current Uses Will Continue ( List): N/A

11. Prior Zoning Permits. Has this parcel of land been the subject of any prior Town Zoning Permits or Subdivision Permits? If yes, indicate for what: Projecting Sign - Boccelli  
Window Replacement - Stolley

**Proposed Construction Activity**

12. Describe Briefly  
New Construction ( ) \_\_\_\_\_

Remodeling/Addition ( ) North wall Exterior Restoration

Has construction started? Yes  No. Describe: \_\_\_\_\_

For property within the **Design Review & Historic Districts**, see Part III for additional information to submit with application.

13. Residential: Current Number of Bedrooms N/A Number of bedrooms after remodeling/addition: \_\_\_\_\_

14. Approximate Construction Costs: 15K - 20K

15. SIZE OF PROPOSED STRUCTURE OR ADDITION: Width NA ft. Length \_\_\_\_\_ ft.

Height \_\_\_\_\_ ft.

**Plot Plan**

16. **PLOT PLAN:** All applications must provide a plot plan of the property, drawn to scale. Graph paper is provided for drawing a plot plan. If the graph paper is too small, please use a larger sheet. If you have a survey of the property, this may be used and is preferred.

**PLOT PLAN ATTACHED** (✓). Please check to indicate that the following information is shown on the plot plan. If the information is not complete, the application will be returned.

**Required of All Applications: (See example on pg. 2 of Information Sheet)**

- a. (✓) Property lines of the Lot where the project is located
- b. (✓) Adjacent roads or streets and names and sidewalks
- c. (✓) Location, size and shape of any existing or proposed structures, including porches, decks, pools, fences, and accessory structures
- d. (✓) **MEASUREMENTS from existing and proposed structures to Lot lines, Road Center, Sidewalks**
  - ( ) TO FRONT LOT LINE \_\_\_\_\_ ft. TO ROAD CENTER \_\_\_\_\_ ft.
  - ( ) TO SIDE LOT LINES \_\_\_\_\_ ft. \_\_\_\_\_ ft.
  - ( ) TO REAR LOT LINE \_\_\_\_\_ ft.
- e. (✓) Driveway Location and Width, and whether paved or unpaved.
- f. (✓) Parking Spaces. Show all parking spaces, and whether paved or unpaved. Indicate each parking space individually by lines. Each space is required to be 9 ft. X 22 ft.  
Show parking for employees, customers, and deliveries, if applicable.
- g. (✓) All rights-of-way and/or easements
- h. (✓) Indication of the plan's scale (example 1" = 20 ft.)
- i. (✓) Arrow showing North.

**Required for Home Businesses, Multi-family Residences, All Non-residential Uses.**

- j. (✓) Landscaping. Show lawn area, trees, bushes, planters, etc. Show trees and other landscape features which are to be installed, removed or changed by the proposed work. The size at planting and type of landscape material must be noted on the plan.
- k. (✓) Exterior Lighting. Existing and Proposed. The location, height, intensity, and bulb type of all external lighting fixtures.
- l. (✓) Service Area Locations such as trash storage, fuel tanks, mechanical equipment, and other outside storage.
- m. (✓) Screening of waste storage areas, condensers, etc. Show height, and what type of screening will be utilized and location.
- n. (✓) Drainage Patterns and natural features on site (e.g. steep banks, swales, waterways etc.). Show plans for drainage control and existing drainage structures and flow.
- o. (✓) Traffic Circulation. Show ingress and egress and interior traffic circulation pattern.

- p.  Loading areas
- q.  Pedestrian walks
- r.  All changes to the physical features of the site. Include soil removal or filling areas.

Rockingham Zoning Application – p. 1-4

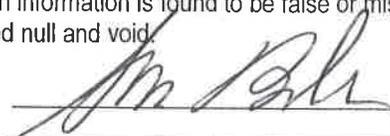
Application # 4252-16

**Signatures**

**Signatures:** All Landowner(s) and Applicant(s) must sign the application.

By signing below, I certify that all information on this application and all supporting forms, plans, and documents are true and accurate and agree that, if any such information is found to be false or misleading, any permit or other approval granted on the basis of such information shall be deemed null and void.

Property Owner(s) Signature(s)

 Date: 5/13/16  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_

Applicant(s) Signature(s)

\_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_

**PART II**

To be Completed by All Non-residential Uses, including Home Occupations, and Home Businesses

1. **Exterior Alterations.** Describe what exterior alterations will be made to the building.  
North wall restoration

2. **Business Area.** Provide square footage of the area which your business will occupy:  
N/A

3. **Living Area.** (if applicable). Home Occupation or Home Business - Total square footage of YOUR living area:  
N/A  
Include total living area, but do not include unoccupied attics, basements, sheds, garages, etc.

4. **Restaurant Use** (if applicable)      Number of existing seats: N/A  
Number of proposed seats: N/A  
Total Number of Seats: N/A

5. **Days/Hours**  
Describe your regular schedule of operations. List specific days of the week.  
Days: N/A      Hours: N/A

Do you operate for any time before opening to the public?  
Explain. N/A

6. Will there be special seasons with extended days and/or hours of operation? If yes, please describe:  
N/A

7. **Number of employees:** (including owners and part-time)  
At Time of Application      Full Time      Part Time      N/A  
Anticipated Expansion      /      /  
Number of Shifts: N/A      Number of Employees per Shift N/A

8. **Traffic Projections.** What is the anticipated traffic now and in the future? Describe the time of arrivals and departures, type of vehicles, including waste haulers and delivery and shipping.

Estimated Number of One-way Trips (entering or leaving the site), including employees:  
Cars:      Peak Hour Total      Daily Total      N/A  
Light trucks & vans      /      /  
Trucks more than one ton      /      /

9. **Number of vehicles** owned by and used in the business. N/A  
(Do not include employee vehicles)

Will there be any outside storage of business vehicles? N/A. If yes, describe and show location on the plot plan.

10. **Trash Storage.** Will trash storage be N/A inside  
N/A outside.  
How will the trash storage area be screened? N/A

Show trash storage location and screening on plot plan.

11. **Outside Storage.**  
Will there be any outside storage of materials? N/A. If yes, describe and show the location on the plot plan.

Will there be any outside storage of equipment? N/A. If yes, describe and show location on the plot plan.

12. **Emissions.** Will your operations emit smoke, gas, or other vapors? N/A. If yes, please describe.  
N/A

13. **Fans/Vents.** Will there be any exterior fans or vents? N/A. If yes, please describe and show location. Submit information on noise levels and hours of operation.

14. **Exterior Noise.** Will there be any exterior noise from equipment or other operations of the business? Explain.  
N/A

15. **Regulated/Hazardous Materials.** Aside from heating fuel, will there be any regulated or hazardous materials used in the business? If yes, describe.  
N/A

16. **Water/Sewer**  
Water is N/A public or N/A private.  
Sewer is N/A public or N/A private.

Estimate your water and sewer needs based on the type of process/activity and number of employees.

17. Additional information provided by applicant/owner:

**PART III**

**DESIGN REVIEW – HISTORIC DISTRICT APPLICATION**

Part III must be completed for all properties within the Design Review District or Meeting House Historic District when there are any changes to the exterior of the structure(s) or site. Part I must also be completed.

1. PROJECT DESCRIPTION. Written explanation of all proposed work to be done at the property.

North wall exterior restoration.

2. A. Current Color Photographs. Submit color photos showing existing conditions at time of application of the following:

(✓) The site

(✓) Structure(s) which is the subject of the application.

(✓) All sides of the Structure(s)

(✓) Photos of neighboring structures with the subject property in the photo.

B. (✓) Elevation drawings showing all sides of the structure(s) where work will take place. Must be drawn to scale, and include architectural details.

C. ( ) Specifications and descriptions of all proposed materials (siding, roofing, trim, soffits, doors, windows, grills, handrails, light fixtures, awnings, site furniture, exterior mechanicals, fuel tanks, and accessories).

D. (X) Physical samples of building materials (where helpful for review).

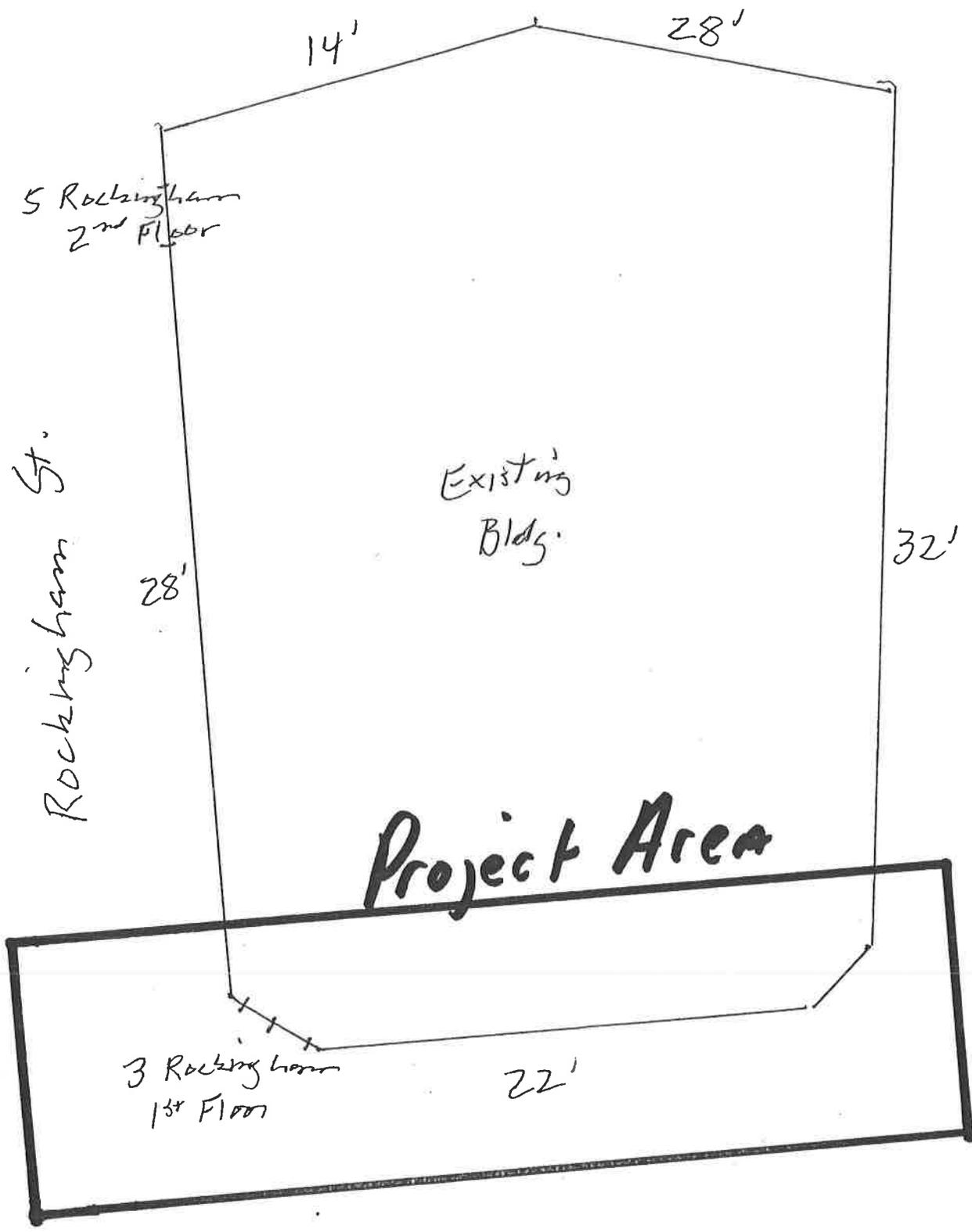
3. Optional Materials. The Planning Commission may require an applicant to submit additional information including samples or pictures of roofing, siding, windows, etc. that might be relevant for a clear understanding of a project.

4. Demolition of Non-Historic Structures (Design Review District Only). In addition to the information required above, the following shall be submitted:

(N/A) Written statement from applicant indicating the reasons the applicant is seeking to demolish the structure;

(N/A) Information on the age and prior uses or renovations to the building;

(N/A) Demolition and site restoration plan which  
a. describes the intended use of the site,  
b. the manner in which the site is to be restored to grade, surfaced, landscaped and/or screened to minimize adverse visual impacts, and  
c. secured to prevent hazards to public safety and adjoining properties.



5 Rockingham  
2nd Floor

Rockingham St.

Existing  
Bldg.

CANAL ST.

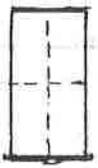
**Project Area**

3 Rockingham  
1st Floor

22'

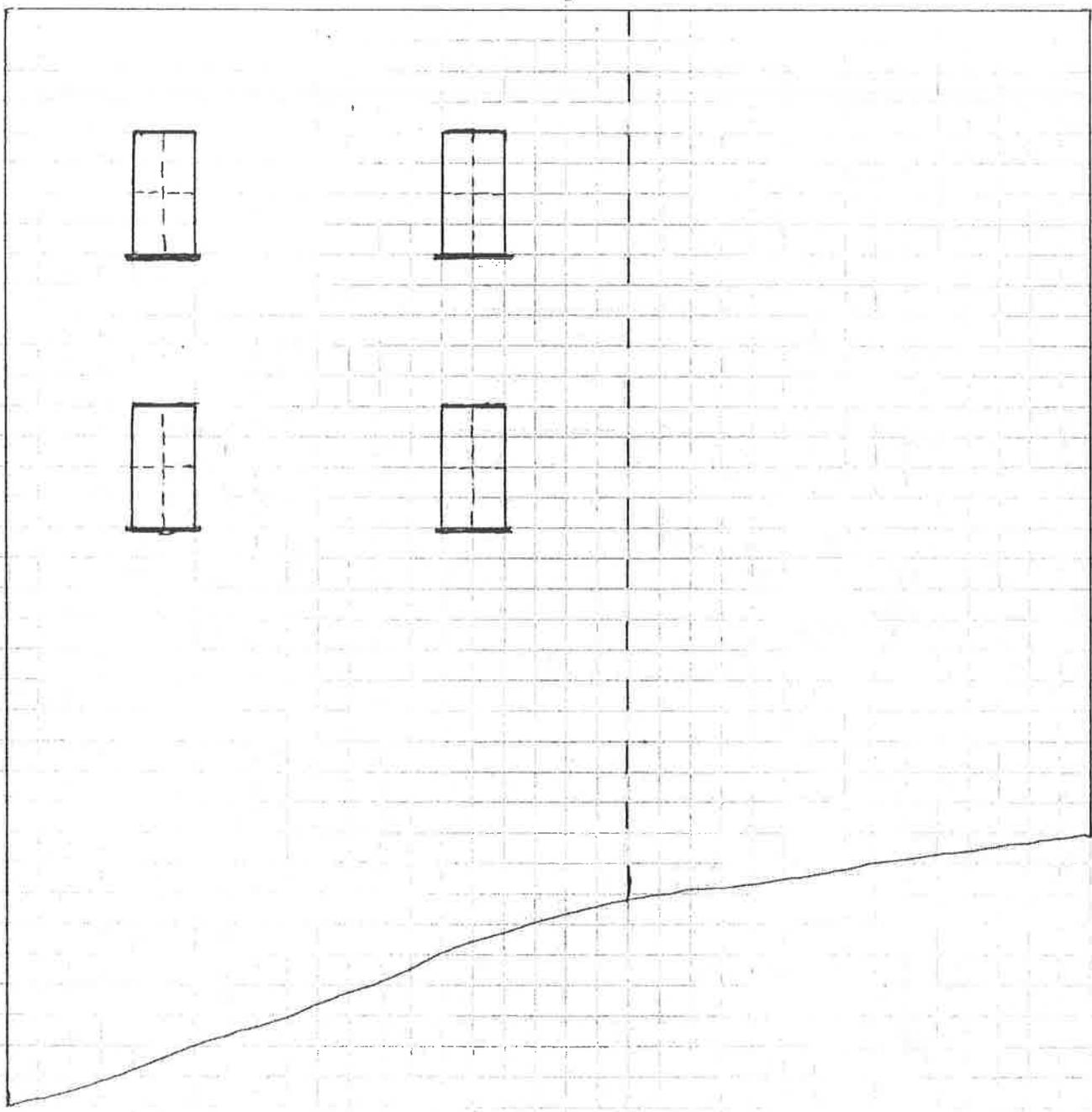
SQUARE AREA

← 35 →



↑  
34  
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↑  
29  
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3-5 Rockingham St.

