

**Town of Dover**  
**P.O. Box 428**  
**West Dover, VT 05356**  
**(802) 464-8720**

**DOVER DEVELOPMENT REVIEW BOARD**  
**NOTICE OF DECISION**  
**Application 15-AS002B-19**

**A. PROCEDURAL HISTORY & APPLICANT REQUEST:**

1. Landowner: Meg Ramsey, President, Valley Center Management
2. Applicant: Betsy Wadsworth
3. Brief Description of Request: Change of conditional use, from retail to office, in accordance with Sections 375, 380, 385, and 470 of the Dover Zoning Bylaw.
4. A copy of the application was received by the Zoning Administrator on January 4, 2016.
5. On January 7, 2016, a copy of the Notice of Hearing was mailed to the Applicant, along with a sample letter and abutter's list for notifying all abutters.
6. Public notice of the hearing was posted at the following locations on January 7, 2016:
  - a. Dover Town Clerk's Bulletin Board
  - b. Dover Town Meeting Room Bulletin Board
  - c. Dover Free Library & Dover Elementary School via email
  - d. East Dover Post Office via regular mail
  - e. Town of Dover website: [www.doververmont.com](http://www.doververmont.com)Public notice of the hearing was also published in the Deerfield Valley News on January 7, 2016 and in the Brattleboro Reformer on January 9, 2016.
7. At the outset of the hearing, the Chair afforded all persons wishing to establish status as an interested party the opportunity to do so; no such requests were made or granted.
8. A public hearing was held and closed on January 28, 2016.
9. A complete list of exhibits and attendees is included in the meeting minutes. Minutes, application and exhibits are available for viewing in the Dover Town Office through the Zoning Administrator.

**B. FINDINGS OF FACT AND CONCLUSIONS OF LAW:**

Based on the application, testimony, exhibits and other evidence, the Dover DRB finds as follows:


1. The property is located at 148 Route 100, building 2B, in West Dover VT and is known as The Valley Center. It is located in the Commercial District (COM).
2. The hearing was properly warned.
3. All abutters were notified by the Applicant.
4. The Applicant was properly sworn prior to providing testimony.
5. The Applicant proposes to change the use of the property described herein from retail to office use. Both are conditional uses in the COM District.

6. The building space is approximately 1,200 square feet.
7. Retail operations require one parking space for every 200 square feet of space; office operations require one parking space for every 400 square feet of space. This results in a reduction of required parking from six spaces to three spaces.
8. The Applicant has received a Certificate of Occupancy from the Fire Marshall.
9. The building signage is in compliance with the Sign Ordinance.
10. "Office" is a conditional use in the COM District. Pursuant to the General Standards for Conditional Use in Bylaw Section 380, the Board concludes the improvements proposed in the Application have no undue adverse effect on, and therefore satisfy, the following:
  1. The capacity of existing or planned community facilities.
  2. The character of the area affected, as defined by the purpose or purposes of the COM District, which are: to accommodate most of Dover's future commercial growth.
  3. Traffic on roads or highways in the vicinity.
  4. The current Bylaw and other Town ordinances.
  5. Utilization of renewable energy resources.
11. Pursuant to the Specific Standards for Conditional Use in Bylaw Section 385, the Board finds and concludes as follows:
  1. The lands under consideration do not fall within a Flood Hazard Zone; therefore, Article 5 is not applicable. The proposed use meets the General Regulations of the Bylaw; therefore, Article 6 is satisfied.
  2. The standards of area, dimension, and coverage are not affected, as there are no changes to any building dimensions.
  3. The proposed use does not cause alterations to the areas covered by Sections 385.3, 385.4, 385.5 and 385.6 of the Bylaw.

### C. DECISION

Based on the evidence presented, by a vote of 4-0-0, the Board approves this Application.

Respectfully submitted,



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Sarah K. Shippee  
Chairperson, Dover Development Review Board

February 21, 2016

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Date

**NOTICE: This decision may be appealed to the Vermont Environmental Court by an interested party who participated, through oral or written testimony, in the proceeding(s) before the DRB. Such appeal must be taken within 30-days of the date of this decision, pursuant to 24 V.S.A. Section 4471 and Rule 5(b) of the Vermont Rules for Environmental Court Proceedings.**

**NOTICE: State permits may be required for this project. Call 802-885-8850 to speak to the regional Permit Specialist before beginning any construction.**