

Peter G. Raymond  
[praymond@sheeheyvt.com](mailto:praymond@sheeheyvt.com)

**VIA EMAIL**  
May 22, 2026

Greensboro Development Review Board  
c/o Brett Stanciu  
Zoning Administrator  
P.O. Box 119  
Greensboro, VT 05841  
[zoning@greensborovt.gov](mailto:zoning@greensborovt.gov)

Re: ML Heath Greensboro, LLC Application for Approval To Convert Existing Home at 780 Lake Road to Two Single-Bedroom Apartments

Dear Greensboro Development Review Board,

On behalf of ML Heath Greensboro LLC (“ML Heath” or “Applicant”), I submit the following letter and application materials (zoning application, plans, and related correspondence) for consideration in connection with ML Heath’s application to convert its existing three-bedroom single family home at 780 Lake Road (“Property”) to two one-bedroom apartments.

The Property is located at 780 Lake Road in the Rural Lands district. The Property is currently developed with an existing single-family home and barn. The house is currently a nonconforming structure under Section 3.8 of the Zoning Bylaw due to its proximity to the road (setback is approximately 25 feet). The project proposes to convert the existing home to two one-bedroom apartments. Most of the improvements will be interior, and the footprint of the house will remain in its current location. A small addition on the west side will be added to the house for a staircase to provide ingress and egress to the second story apartment. This small addition will be located outside of the 50 foot setback so that the project will not increase the degree of non-conformity (i.e., there will be no construction that increases the size of the home within the setback). Parking will be via the existing access points off Lake Road adjacent to the north side of the house and across Lake Road and the existing septic system will continue to serve this project.<sup>1</sup>

---

<sup>1</sup> As the email from the State of Vermont Regional Wastewater Engineer enclosed in the application materials confirms, no wastewater permit is required to convert the house from a three-bedroom single family home to the two apartments as there will not be an increase in the design flows of the system.

Please note that the that the enclosed Site Plan, sheet SP, of the plan set entitled “Lapointe Apartments 780 Lake Rd Greensboro, VT” notes a “Possible New Connector”. That connector is not being proposed as part of this project and any permit issued for this application would not authorize that addition. This application seeks only approval to convert the existing single-family home to the two apartments and to construct the staircase to serve those apartments.

Per the Zoning Administrator, this application requires conditional use review. For the following reasons, the Project conforms to the conditional use criteria set forth in Section 5.4(B) of the Zoning Bylaws.

1). The capacity of existing or planned community facilities; *There will be no adverse impact to the capacity of existing or planned community facilities. The project will convert a three-bedroom house to two single-bedroom apartments so the total occupancy will be very similar and thus there will be little to no increase in use of or demand on existing or planned community facilities.*

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 Town Plan; *There will be no adverse impact on the character of the area. A two-unit apartment is a permitted use in the Rural Lands district. Furthermore, the project converts the existing house, and its outward appearance will be largely unchanged. The other improvements on the parcel will appear largely as it did when the house served as a single-family dwelling.*

3. Traffic on roads and highways in the vicinity; *There will be no adverse impact from this project as this is only a two-unit apartment and traffic levels will largely be consistent with that of a three-bedroom house. To the extent there is any increase, it will be minimal.*

4. Bylaw and ordinances then in effect; the proposed development shall comply with all applicable bylaws and ordinances in effect at the time of application; *The project complies with the bylaws and ordinances then in effect. A two-unit apartment is a permitted use in this district, and the project will repurpose an existing dwelling and keep the property as low density residential use.*

5. Utilization of renewable energy resources; *The project will not adversely affect renewable energy use in the area. Because the project proposes to redevelop an existing older home, incorporating new renewable energy generation was not feasible for this project. Energy efficient lighting and appliances will be incorporated into the redevelopment of the house.*

The project also complies with the applicable criteria of 5.4(C).

1. The project meets applicable lot size as it is on an existing lot and no further subdivision is proposed.
2. While the existing house does not meet current setbacks for the district (50 feet), the project complies with Section 3.8, provision applicable to nonconforming structures, as the project will not increase the degree of nonconformity.
3. No signage is proposed.
4. The location of the structures on the parcel will not change.
5. The use, a two-bedroom apartment, is a permitted use in the district.
6. The project will not cause any undue adverse impact to noise, air pollution, exterior light, or viewshed. As previously discussed, the vast majority of improvements to the house will be interior and will not significantly alter its outward appearance. Noise and light will be consistent with its current residential use. There will be no impact to viewshed as the location, size and height of the house is not changing.

For the above reasons and as depicted on the application materials enclosed herewith, the project complies with the conditional use criteria set forth in the Zoning Bylaws. To the extent the Board has further questions, the Applicant or its representatives would be happy to answer them at the public hearing on this application.

Thank you for your consideration.

Sincerely,

SHEEHEY FURLONG & BEHM P.C.

*/s/ Peter G. Raymond*

Peter G. Raymond

PGR/eem  
Enclosures

**APPLICATION FOR CONDITIONAL USE PERMIT/VARIANCE  
TOWN OF GREENSBORO  
PO Box 119, Greensboro, VT 05841  
(802) 533-2640 Fax (802) 533-2191  
zoning@greenborovt.gov**

**FOR ADMINISTRATIVE USE ONLY**

Application Number: \_\_\_\_\_ Tax Map Number \_\_\_\_\_  
Zoning District \_\_\_\_\_  
Date Application Received \_\_\_/\_\_\_/\_\_\_ Fee Paid \$ \_\_\_\_\_  
Reason for Seeking Conditional Use Permit or Variance:  
\_\_\_\_\_  
\_\_\_\_\_

Please provide all of the information requested in this application. Failure to provide all required information will delay the processing of this application. Submit the completed application and a check payable to the *Town of Greensboro* according to the attached fee schedule.

**Applicant(s):**

Name(s): ML Heath Greensboro, LLC  
Mailing Address: 2296 Guy Lot Rd., Craftsbury, VT, 05826  
Telephone(s) Home: 802-793-0099 Work: \_\_\_\_\_ Cell: \_\_\_\_\_  
E-Mail: Karen.lapoint5555@gmail.com

**Landowner(s) (if different from applicant(s)):**

Name(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone(s) Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**Physical Location of Property (911 address):**

780 Lake Rd., Greensboro

**Type of Permit:**

Conditional Use    Variance

**Other Permits Which May Be Necessary:**

- State Septic Permits - required prior to approval \_\_\_\_\_
- State Potable Water Supply Permits - required prior to approval \_\_\_\_\_
- All utilities and DigSafe approval \_\_\_\_\_
- Curb Cut - requires a separate application - necessary if a new driveway must be installed.  
[ ] Applied (date) \_\_\_\_\_ [ ] Not required

**Property Description:**

Acreage in lot 75.65

**(Please Note: If your property is enrolled in the Current Use Program, your conditional use or variance application may impact your Current Use status. Please verify your status with Vermont Property Valuation and Review, Current Use Program at 802-828-6633).**

Feet of Road Frontage > 500' \_\_\_\_\_

Project Setbacks: Front 25' (to center of road)  
Right side \_\_\_\_\_  
Lakeshore \_\_\_\_\_

Left Side \_\_\_\_\_  
Rear \_\_\_\_\_  
Other \_\_\_\_\_

**Dimensions of Proposed and Existing Buildings:**

Existing:

Length 42' No. of Stories 2  
Width 23 1/2'  
Height 32'

Proposed: no expansion

Length \_\_\_\_\_ No. of Stories 2  
Width \_\_\_\_\_  
Height \_\_\_\_\_

**Lakeshore District Properties, please indicate the total habitable floor area of the dwelling:** 1020 ft<sup>2</sup>  
*Total Habitable Floor Area is defined in the Greensboro Zoning Ordinances as "The floor area of rooms in a dwelling unit used for bedrooms, living room, dining room, kitchen, and bathroom. Excludes porches and decks."*

Existing use and occupancy. (If there are no buildings currently on the property, please write "bare land.") single family dwelling

Proposed use and occupancy. (Write whether it will be seasonal or full year. If you decide to change the use of your property later you may need another permit.) two one-bedroom apartments in existing home

**Sketch or attach a general plot plan showing the following:**

1. Location of property.
2. Location of buildings on property.
3. Location of driveway.
4. Location of water source and septic/wastewater system.
5. Names of adjoining landowners.

**Sketch a floor plan or diagram showing the dimensions of the proposed building, addition, or alteration.** (This should show the rooms in the inside of the building, including both upstairs and downstairs if there is more than one floor.)

**Conditional Use Criteria:**

**At your DRB hearing, you will be asked to present your proposal. Please be prepared to address the impact of your project based on the following criteria.**

**"The DRB shall make its findings on general and specific standards. Such general standards shall require that the proposed conditional use shall not result in an undue adverse effect on the following:**

1. The capacity of existing or planned community facilities; (e.g. schools, police and fire service, etc.);
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 Town Plan (e.g. why your project is consistent with other uses in the area or how your project fits in with existing development);
3. Traffic on roads and highways in the vicinity;
4. Bylaws and ordinances then in effect;
5. Utilization of renewable energy resources.

**Specific standards shall include:**

1. Minimum lot size shall be that which is required for the district in which the use occurs unless other standards are given for conditional use lot size in the district in question.
2. Setbacks for conditional uses will be the same as for permitted uses unless other standards are given for conditional use setbacks in the district in question.
3. Exterior signs shall conform to the following in all districts:
  - (a) No internally lit signs shall be permitted;
  - (b) All signs shall be compatible in size, materials, and workmanship to the area in which they are located.
4. Location, on the lot, of structures and service areas shall be compatible with other structures in the area affected.
5. In each district, uses are given specific criteria. In all cases these criteria will be adhered to.
6. Noise, air pollution, exterior light, viewshed, and effects on the character of the neighborhood shall be considered.

**Variance Criteria:**

**"The DRB may grant a variance and render a decision in favor of the appellant only if all of the following facts are found, and findings are specified in its written decision.**

1. There are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that unnecessary hardship is due to these conditions and not to the circumstances or conditions generally created by the provisions of these regulations in the neighborhood or district in which the property is located;
2. Because of these physical circumstances or condition, there is no possibility that the property can be developed in strict conformity with the provisions of these regulations and that the authorization of a variance is necessary to enable the reasonable use of the property;
3. The unnecessary hardship has not been created by the appellant;
4. The variance, if authorized, will not:
  - a) Alter the essential character of the neighborhood or district in which the property is located;
  - b) Substantially or permanently impair the appropriate use or development of adjacent property;
  - c) Reduce access to renewable energy resources;
  - d) Be detrimental to the public welfare.
5. The variance, if authorized, will represent the minimum that will afford relief and will represent the least deviation possible from these regulations and from the plan." (Pages 37 & 38 of the Greensboro Zoning By-Law).

**At your DRB hearing, you will be asked to present your proposal. Please be prepared to explain why your project should be granted a variance.**

**Permission to Enter Property & Applicant Certification Signatures**

Signing of this application authorizes the Zoning Administrator to enter onto the premises for the purpose of verifying information presented.

The undersigned hereby certifies that the information submitted in this application regarding the above property is true, accurate and complete and that I (we) have full authority to request approval for the proposed use of the property and any proposed structures. I (we) understand that any permit will be issued in reliance of the above representations and will be automatically void if any are untrue or incorrect.

This permit is void if the development under this permit is not begun within one year of the date of approval or if construction is not completed within two years.

**Construction may not be started until 15 days from the date of approval on this permit.**

Signature of Applicant(s) \_\_\_\_\_ Date 5/18/06

Signature of Landowner(s) \_\_\_\_\_ Date 5/18/06

**Note: Failure to develop your property in accordance with your application and any conditions of this permit may result in an enforcement action and may affect your ability to sell or transfer clear title to your property.**

Appeal from a decision or act of the Zoning Administrator must be made in writing to the Development Review Board, c/o the Town Clerk's Office at the address shown above, with the appropriate fee, within 15 days of the decision or act. Failure to appeal this decision will mean that all interested persons are bound by this decision and will foreclose these persons from contesting this decision either directly or indirectly in the future. **This permit shall not take effect until the time for such appeal has passed.**

**Please note that this is only a local permit and state permits may be needed for your project. Please contact the Permit Specialist at the VT Agency of Natural Resources at (802) 751-0127.**

<b>FOR ADMINISTRATIVE USE ONLY</b>	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Referred to the Development Review Board	
Date _____	Signature _____
Remarks and/or Conditions: _____	
Date of Approval or Denial by Development Review Board: _____	
Applicant/Landowner Received a Copy of the Applicable Building Energy Standards: _____ (Date)	
Applicant/Landowner Did NOT Need to Receive a Copy of the Applicable Building Energy Standards (Due to the fact that the structure will not be heated or cooled): _____ (Date)	



Copyright 2023  
 Guillot Vivian Viehmann  
 Architects, Inc.  
 All rights reserved.

Ownership of Documents

This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of Guillot Vivian Viehmann Architects and is not to be used, in whole or in part, for this or for any other project without written authorization.

NOTES:

**LAPOINTE APARTMENTS**  
 780 LAKE RD GREENSBORO, VT  
 GUILLOT VIVIAN VIEHMANN ARCHITECTS, INC. Burlington, VT 802.862.9631

**FOR REVIEW ONLY**

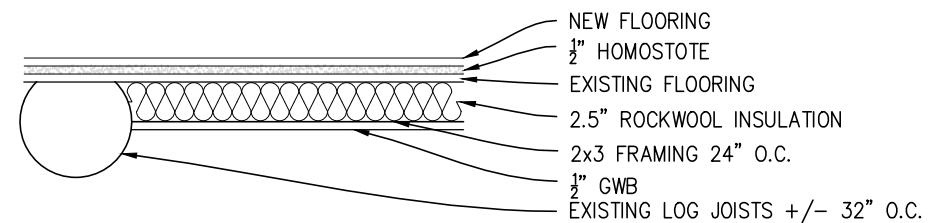
DATE: 01 JAN 24
REVISED:
SCALE: 1/16" = 1'-0"
DRAWING: SITE PLAN
SHEET: <b>SP</b>

Copyright 2023  
 Guillot Vivian Viehmann  
 Architects, Inc.  
 All rights reserved.  
 Ownership of Documents  
 This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of Guillot Vivian Viehmann Architects and is not to be used, in whole or in part, for this or for any other project without written authorization.

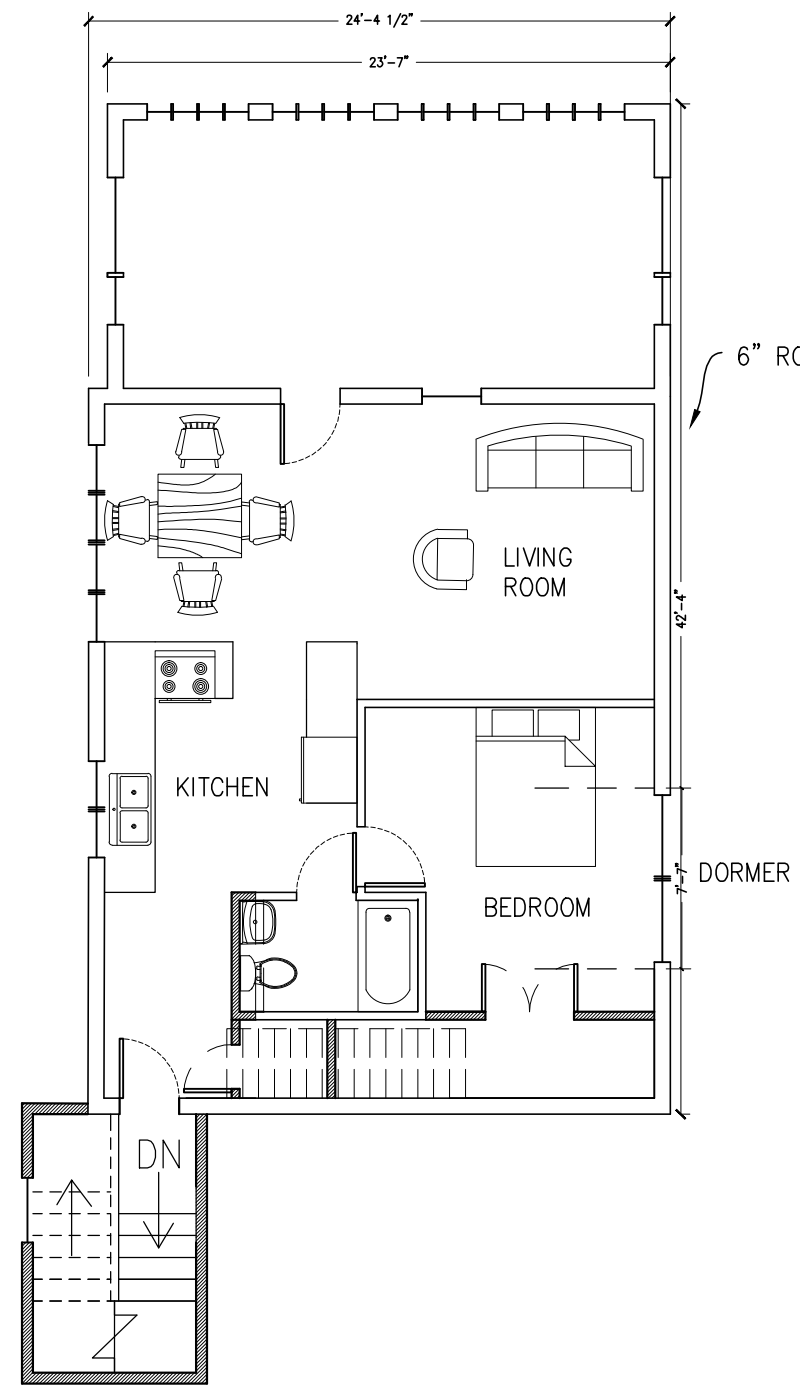
NOTES:

**LAPOINTE APARTMENTS**  
 780 LAKE RD GREENSBORO, VT  
 GUILLOT VIVIAN VIEHMANN ARCHITECTS, INC. Burlington, VT 802.862.9631

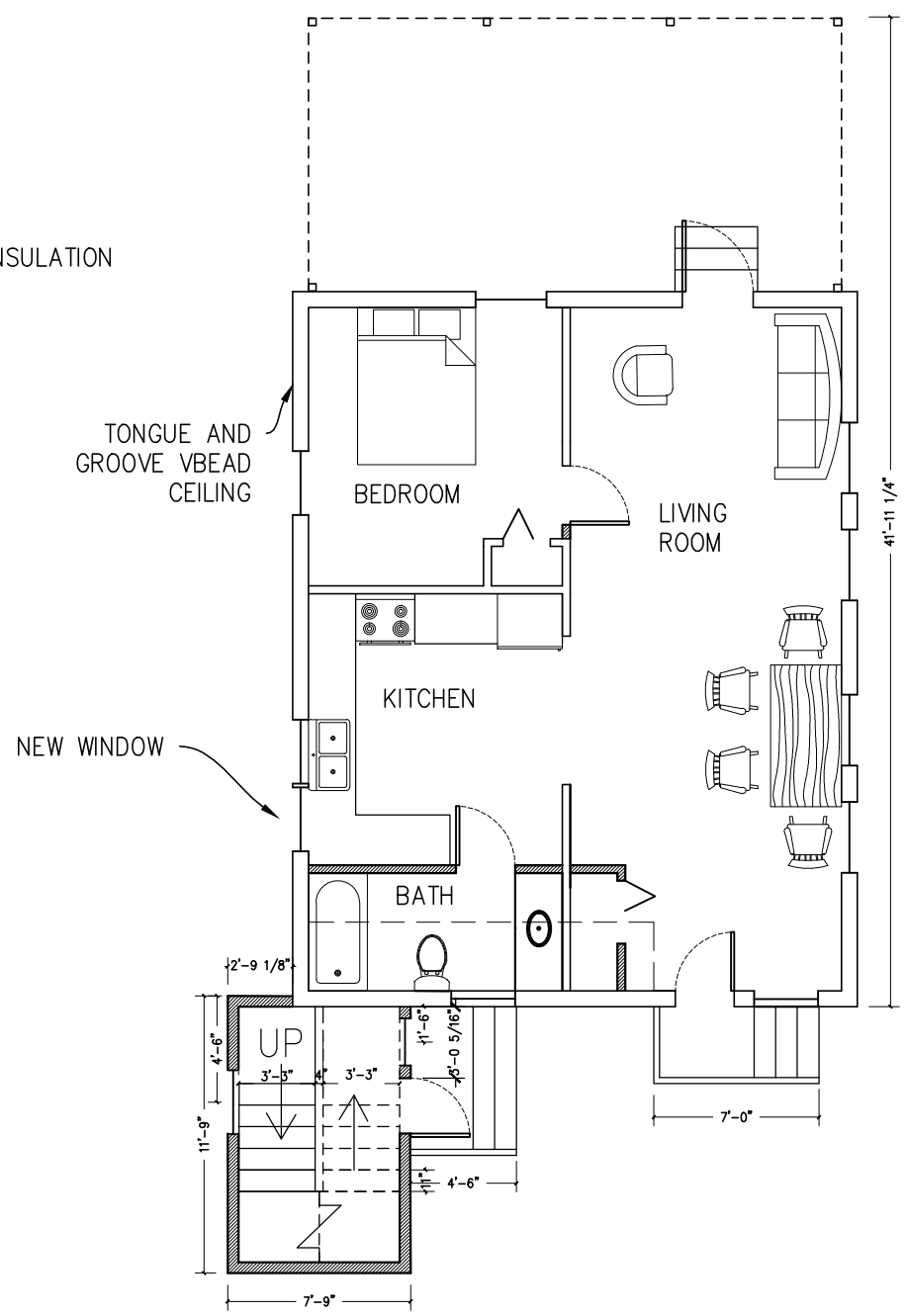
DATE: 01 JAN 24  
 REVISED:  
 SCALE:  
 1/8" = 1'-0"  
 DRAWING:  
 FLOOR PLAN  
 SHEET:  
**A1.0**



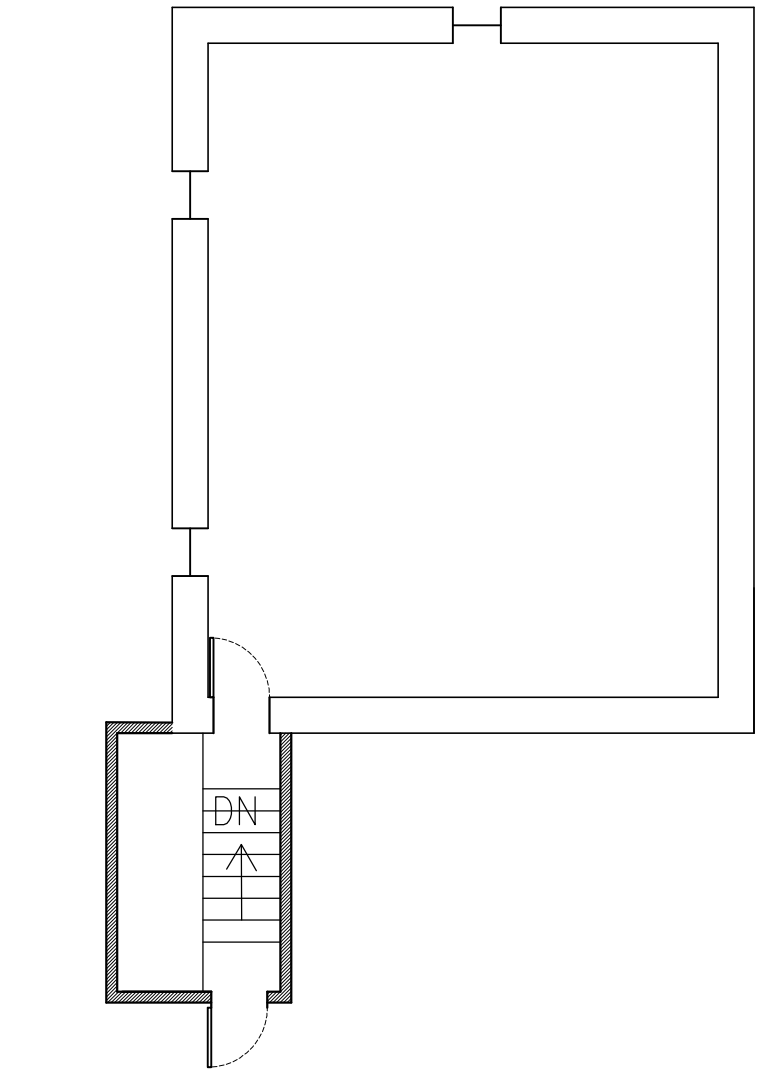
1 FLOOR DETAIL  
 1 1/2" = 1'-0"



3 SECOND FLOOR PLAN  
 1/8" = 1'-0"



2 FIRST FLOOR PLAN  
 1/8" = 1'-0"

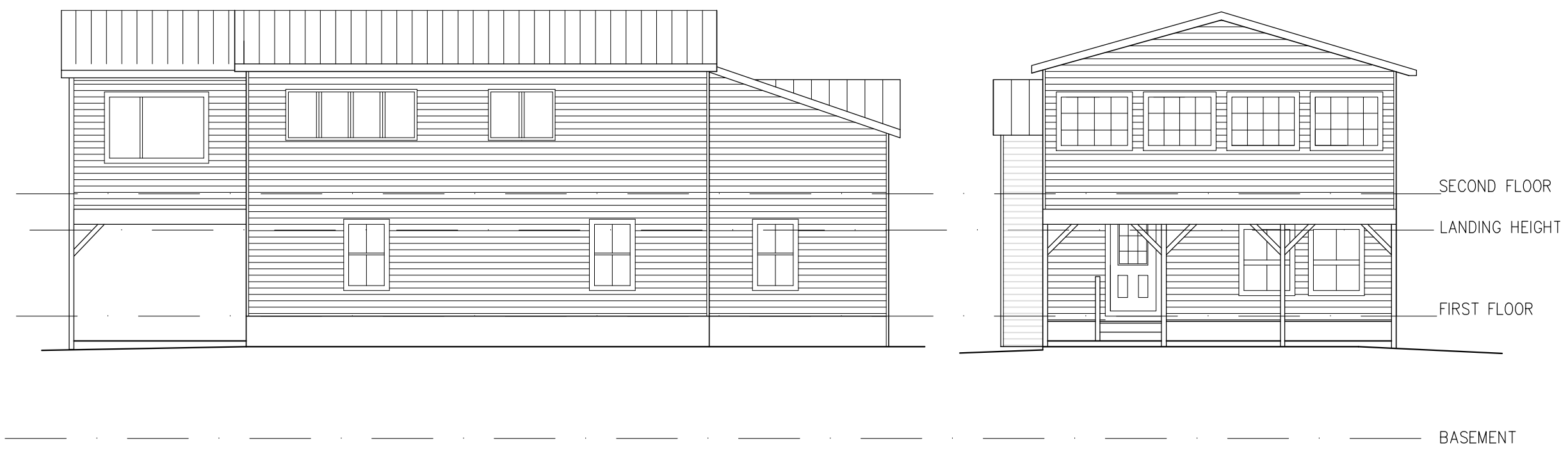


1 BASEMENT PLAN  
 1/8" = 1'-0"

Copyright 2023  
 Guillot Vivian Viehmann  
 Architects, Inc.  
 All rights reserved.

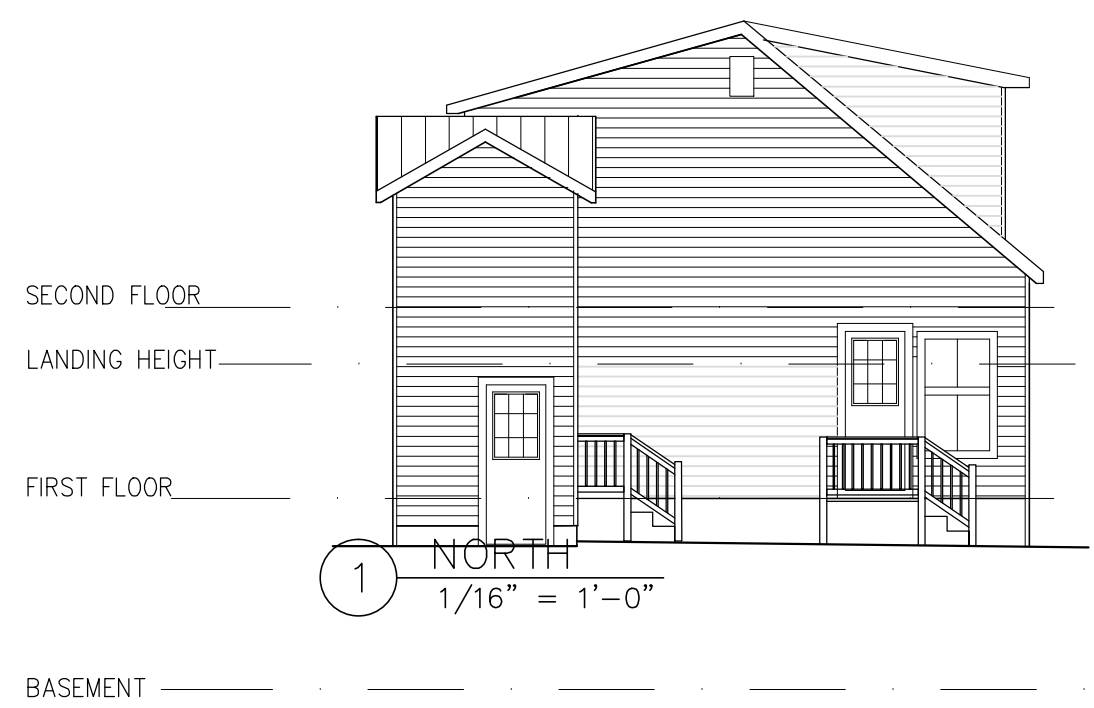
Ownership of Documents  
 This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of Guillot Vivian Viehmann Architects and is not to be used, in whole or in part, for this or for any other project without written authorization.

NOTES:

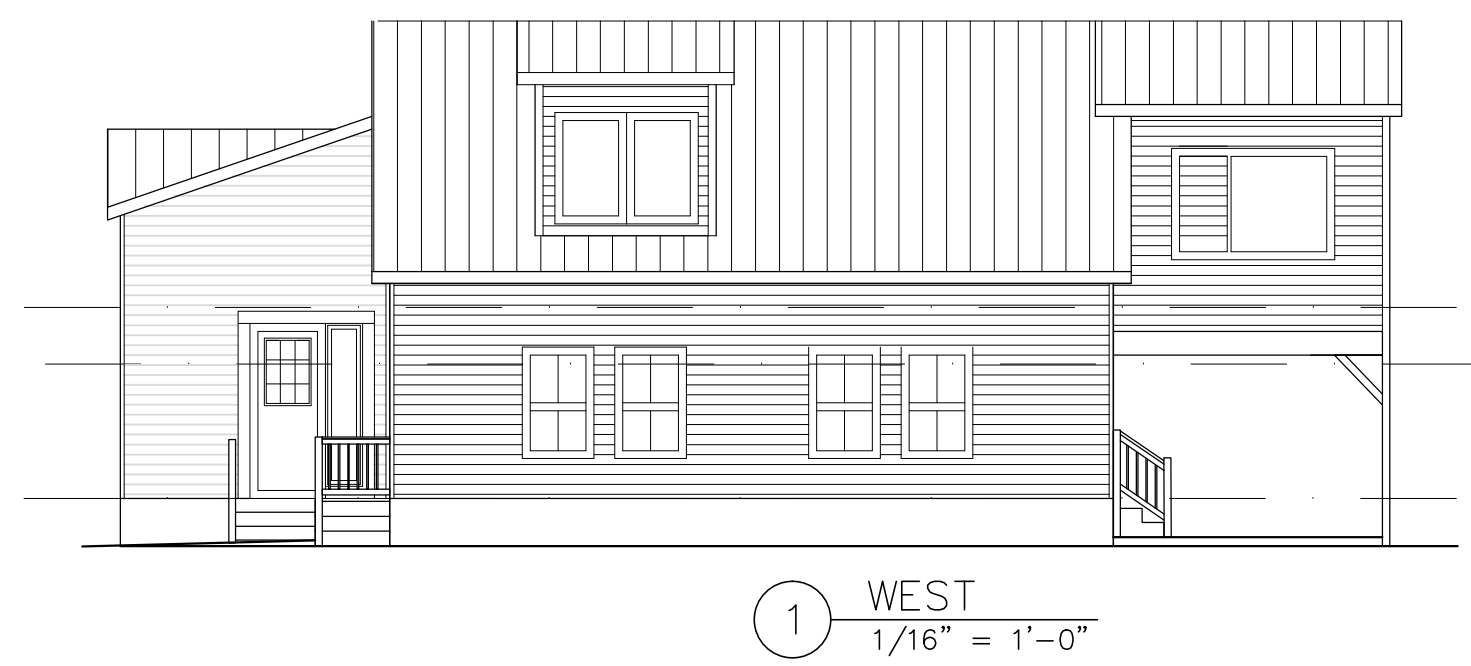


① EAST  
 $1/16'' = 1'-0''$

① SOUTH  
 $1/16'' = 1'-0''$



① NORTH  
 $1/16'' = 1'-0''$



① WEST  
 $1/16'' = 1'-0''$

**LAPOINTE APARTMENTS**  
 780 LAKE RD GREENSBORO, VT  
 GUILLOT VIVIAN VIEHMANN ARCHITECTS, INC. Burlington, VT 802.862.9631

DATE: 01 JAN 24  
 REVISED:  
 SCALE:  
 $1/8'' = 1'-0''$   
 DRAWING:  
 ELEVATIONS  
 SHEET:  
**A2.0**

Copyright 2023  
 Guillot Vivian Viehmann  
 Architects, Inc.  
 All rights reserved.

Ownership of Documents  
 This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of Guillot Vivian Viehmann Architects and is not to be used, in whole or in part, for this or for any other project without written authorization.

NOTES:



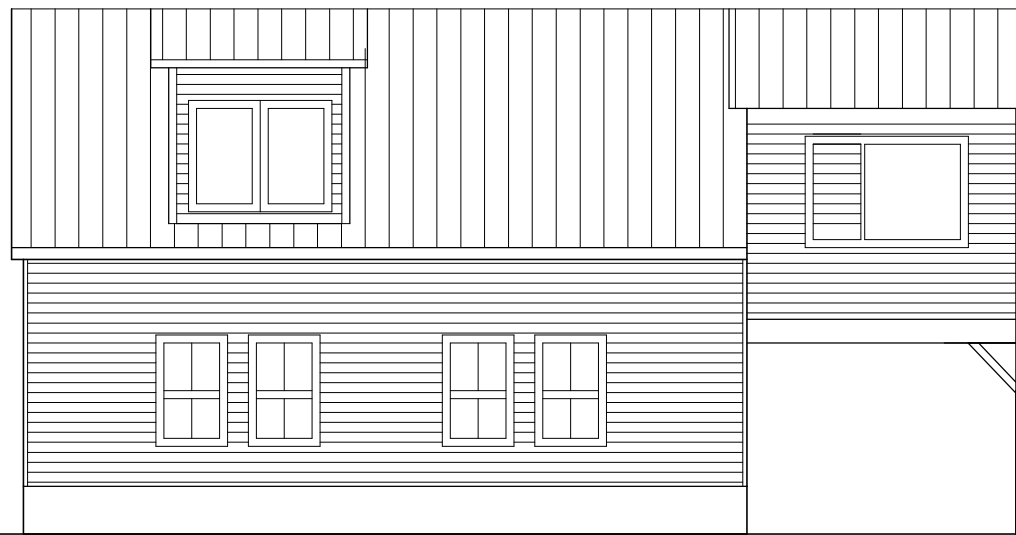
1 NORTH  
 1/8" = 1'-0"



2 EAST  
 1/8" = 1'-0"



3 SOUTH  
 1/8" = 1'-0"



4 WEST  
 1/8" = 1'-0"

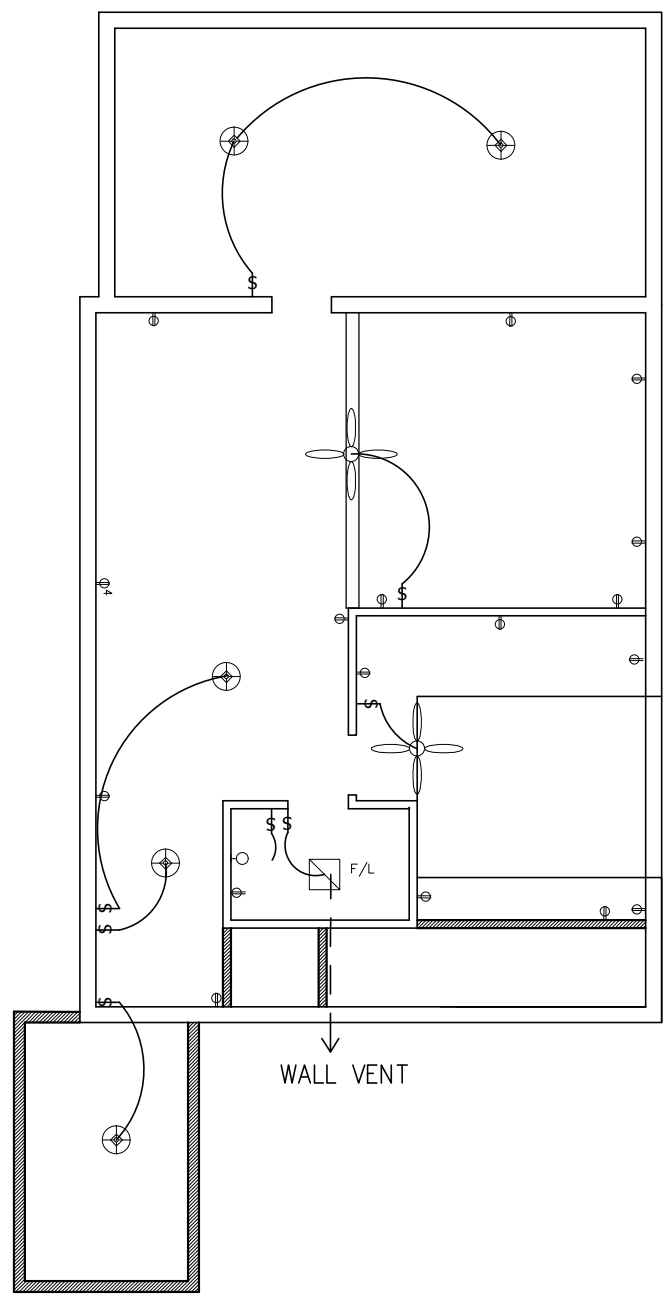
**IAPORTE APARTMENTS**  
 780 LAKE RD GREENSBORO, VT  
 GUILLOT VIVIAN VIEHMANN ARCHITECTS, INC. Burlington, VT 802.862.9631

DATE: 01 JAN 24  
 REVISED:  
 SCALE:  
 1/8" = 1'-0"  
 DRAWING:  
 ELEVATIONS  
 SHEET:  
**A2.1**

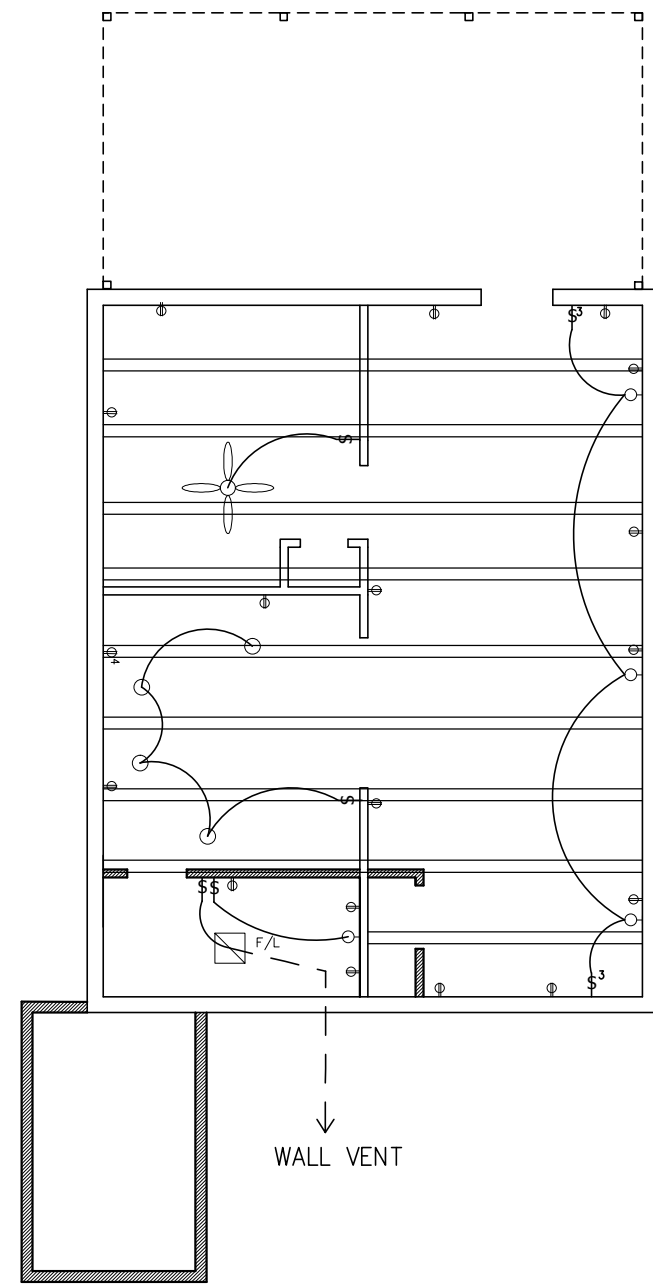
Copyright 2023  
 Guillot Vivian Viehmann  
 Architects, Inc.  
 All rights reserved.

Ownership of Documents  
 This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of Guillot Vivian Viehmann Architects and is not to be used, in whole or in part, for this or for any other project without written authorization.

NOTES:



2 SECOND FLOOR PLAN  
 1/8" = 1'-0"



1 FIRST FLOOR PLAN  
 1/8" = 1'-0"

FOR REVIEW ONLY

LAPOINTE APARTMENTS  
 780 LAKE RD GREENSBORO, VT  
 GUILLOT VIVIAN VIEHMANN ARCHITECTS, INC. Burlington, VT 802.862.9631

DATE: 01 JAN 24
REVISED:
SCALE: 1/8" = 1'-0"
DRAWING: REFLECTED CEILING PLAN
SHEET: RCP

**From:** [Deratzian, Eric](#)  
**To:** [Peter Raymond](#)  
**Subject:** EXTERNAL RE: Determination of Need for Wastewater Permit  
**Date:** Wednesday, May 13, 2026 3:23:50 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)

---

Hi Peter,

In this case, since they would be decreasing their flows and all the changes are inside the building\* (which would be covered under plumbing code), this would not require a wastewater/potable water supply permit. However, we highly recommend (not required) a permit in these situations as it almost always causes issues during a property transaction when a realtor or lawyer comes across a permit or a listers card for a 3-bedroom SFR, but what actually exists are two apartments.

\*My statement above is assuming that one of the two apartments does not end up detached from the main building.



**Eric Deratzian | Northern District  
Supervisor | Regional Engineer**  
Agency of Natural Resources  
Department of Environmental Conservation  
Drinking Water & Groundwater Protection Division  
St. Johnsbury Regional Office  
374 Emerson Falls Road, Suite 201  
St. Johnsbury, VT 05819  
802-505-3931 cell  
[eric.deratzian@vermont.gov](mailto:eric.deratzian@vermont.gov)

*Note: Written communications to and from state officials regarding state business are considered public records and, therefore, may be subject to public scrutiny.*

---

**From:** Peter Raymond <[praymond@sheeheyvt.com](mailto:praymond@sheeheyvt.com)>  
**Sent:** Wednesday, May 13, 2026 8:38 AM  
**To:** Deratzian, Eric <[Eric.Deratzian@vermont.gov](mailto:Eric.Deratzian@vermont.gov)>  
**Subject:** Determination of Need for Wastewater Permit

You don't often get email from [praymond@sheeheyvt.com](mailto:praymond@sheeheyvt.com). [Learn why this is important](#)

**EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.**

Good morning, Eric,

I am assisting the owners of a parcel of land at 780 Lake Road in Greensboro, Vermont. It

is currently developed with a three bedroom house. They are proposing to convert that house to two one-bedroom apartments. Would this change of use require a wastewater permit?

Thanks,

Peter

**Peter Raymond (he/him)**

Sheehey Furlong & Behm P.C.

30 Main Street, 6th Floor | P.O. Box 66 | Burlington, Vermont 05402

Office: 802.864.9891 | Direct: 802.865.6355

Email: [praymond@sheeheyvt.com](mailto:praymond@sheeheyvt.com)



CONFIDENTIALITY NOTICE: This email is intended only for the use of the recipient(s) named above and may be subject to the attorney-client and/or work product privileges, neither of which is waived by this transmission. If you received this email in error, please immediately notify the sender by reply email or phone (802-864-9891) and destroy this communication. Thank you.