

**WATERBURY PLANNING COMMISSION
SPECIAL MEETING
Wednesday, July 6, 2005
OFFICIAL**

Members: Joel Baker, Rebecca Ellis, Joe Greene, Darren Higgins, Hal Ranney, David Russo, Rick Weston

Staff: Carl Garbelotti, Dawn Lee Minter, Stephen Lotspeich

Public: William Graves, Ron Clausen, David Luce, Laura Parette, Robert Provost, William Chesbrough, Fred Abraham, Henry Parro

The meeting was called to order by Rick Weston, Chair, at 7:00 p.m.

APP. NO. 22-05-V, TIMBERLAKE ASSOC., WATERBURY TOURISM COUNCIL

The site plan review was opened for re-locating the Waterbury Tourism Booth to the Fastop Exxon gas station at 713 Waterbury-Stowe Road in Colbyville. Mr. Weston swore in Ron Clausen who wished to provide testimony.

Mr. Clausen gave an overview of the proposed new location and set up of the Waterbury Tourism Booth. There will be no changes in the existing structure, or lighting. Parking will be located in the rear. The gondola will not be included in the new location.

The public portion of the hearing was closed.

EXHIBIT LIST:

Exhibit A	Zoning Permit Application
Exhibit B	App. to the Planning Commission for Site Plan Review
Exhibit C	Site Plan dated 6-23-05
Exhibit D	Photo of Tourism Booth
Exhibit E	Notice Sent to Adjacent Landowners

FINDINGS OF FACT:

General Description:

This project is the relocation at the Fastop Exxon of the existing Waterbury Tourism Booth that was previously located off Route 100 between Billings Mobil gas station and the Waterbury True Value Hardware store. The Tourism Booth is 10' wide by 16' deep by 14' tall (see Exhibit D, Photo of Tourism Booth). It is an earth-tone clapboard-sided structure with a gray shingle roof. The building has a porch incorporated into the 10' x 16' footprint accessed by a wooden handicap ramp. There is an existing "Area Information" sign on each side of the sloped roof. The top of the top of the signs do not exceed the height of the roof peak.

The new location of the Tourism Booth will be in the grass area behind the existing ground sign and stone planter at the Fastop Exxon at 713 Waterbury-Stowe Rd. (Route 100) in Colbyville as shown on Exhibit C, the Site Plan. The porch for the Booth will face away from Route 100, toward the parking spaces on the north side of the Exxon's paved circulation and parking area. The handicap ramp will connect to and match into the pavement for the adjacent parking space.

The Tourism Booth will have a 25' front setback from the edge of the Route 100 highway right-of-way as shown on the Site Plan. The site is located in the Village Commercial (VCOM) Zoning District. The Planning Commission has the authority to reduce the front setback for structures in the VCOM District from a minimum of 50' to a minimum of 25' as noted in Section 505, Table 5.2: Dimensional Requirements by District. This front setback may be reduced to 25' if the specific criteria in Section 301(k), under Site Plan Review and Approval, are met. The parking is located to the rear of the structure and the existing landscaping immediately south of the Tourism Booth location will remain undisturbed.

The vehicular access, circulation, and parking at the Fastop Exxon site will remain undisturbed. The landscaping and screening at the site will also remain unchanged. There will be no change to the existing lighting on the booth. The existing lights are two flood lights, one for each of the two roof signs, and two wall-mounted carriage style lights on the south side of the booth.

Conclusion:

The Planning Commission finds that all applicable site plan review criteria including the Special Considerations for Projects Bordering Route 100 are met.

MOTION: Joel Baker moved and Hal Ranney seconded to approve Application No. 22-05-V, Timberlake Associates, Waterbury Tourism Council, site plan for re-locating the Waterbury Tourism Booth to the Fastop Exxon gas station at 713 Waterbury-Stowe Road in Colbyville, with the following conditions:

- 1. This permit is granted on the condition that the applicant complete the project consistent with the Commission's findings and conclusions and the approved plans and exhibits.*
- 2. Any lights on the interior of the building that are designed or directed so as to increase the amount of light outside the building require a revision to the site plan.*

VOTE: The Planning Commission voted to unanimously carry the motion.

APP. NO. 14-05-V, WATERBURY HOUSING LIMITED PARTNERSHIP, REVITALIZING WATERBURY, INC.

Mr. Weston opened the site plan review for a covered porch at the Stimson-Graves Building (Waterbury Senior Center) at 14 Stowe Street. David Luce and Laura Parette were sworn in to provide testimony.

Mr. Luce presented a plan for the proposed covered porch. The porch would measure 15-feet by 20-feet, and would not extending beyond the back of the building that currently occupies the site. The porch is for building tenants use only. Mr. Luce stated that the porch colors will match the existing building and they eventually would like to screen the porch. Mr. Luce stated that they will use diffused, downcast, energy efficient lighting on the inside roof. Mr. Luce testified that the lighting would be controlled the same as the existing exterior lighting.

The public portion of the hearing was closed.

EXHIBIT LIST:

- Exhibit A Zoning Permit Application
- Exhibit B App. to the Planning Commission for Site Plan Review
- Exhibit C Partial Site Plan
- Exhibit D Porch Floor Plan & Elevation
- Exhibit E Notice Sent to Adjacent Landowners

FINDINGS OF FACT:

General Description:

This project is a porch to be attached to the northwest side of the Stimson-Graves Building that includes the Waterbury Senior Center, at 14 Stowe St. in the Village of Waterbury. The porch will be 15' deep x 20' wide x 13' tall frame structure as shown on Exhibit C, the Partial Site Plan, and Exhibit D, Porch Floor Plan & Elevation. The porch will have steps at the northeast end and will be handicap accessible from the first floor, inside the building. The porch will be open on three sides with a wooden railing. The colors of the porch will match the existing building.

The vehicular access, circulation, and parking for the Stimson-Graves Building will remain unchanged. The landscaping and screening at the site will also remain unchanged. There will be two downcast lights in the porch ceiling. These lights will replace the existing light at the porch location and will be controlled along with the doorway lights on the rear of the building.

Conclusion:

The Planning Commission finds that all applicable site plan review criteria are met.

MOTION: Joe Greene moved and Darren Higgins to approve Application No. 14-05-V, Waterbury Housing Limited Partnership, Revitalizing Waterbury, Inc., site plan for a covered porch at the Stimson-Graves Building (Waterbury Senior Center) at 14 Stowe Street, with the following conditions:

- 1 This permit is granted on the condition that the applicant complete the project consistent with the Commission's findings and conclusions and the approved plans and exhibits.*
- 2. Any lights on the interior of the building that are designed or directed so as to increase the amount of light outside the building require a revision to the site plan.*

VOTE: The Planning Commission voted to unanimously carry the motion.

APP. NO. 18-05-V, THOMAS ANDERSON, ROBERT PROVOST & YVES COTNOIR

Mr. Weston opened the site plan review for a six-unit townhouse building at the corner of Mill Road and Waterbury-Stowe Road (Route 100) in Colbyville. Mr. Weston swore in those who wished to provide testimony.

Robert Provost presented the proposed site plan. The lot size is 0.45 acres and the building foot print covers 16 percent. Mr. Provost called the building style a "hillside dwelling" and distributed example renderings. There are twelve proposed parking spaces, which are nine feet wide. The parking lot would have a retaining wall approximately 2 to 4 feet tall in front of parking spaces.

Fred Abraham, an abutting landowner, requested that the applicant restore the disturbed earthen bank on his property. Mr. Provost stated that would be done.

The Planning Commission discussed that as is, the presented site plan would require a variance for the front of the property facing Mill Road because it does not meet the 25-foot setback requirements. The applicant stated that they would try to use the existing trees on the property line with Mr. Abraham. Mr. Abraham and the applicant will discuss the screening.

Mr. Chesbrough will supply the Planning Commission with AOT recommended sight distances from the property's existing curbcut on Route 100. Details of lighting, dumpster enclosure, and retaining wall will be presented at the next meeting.

The Planning Commission discussed that this site plan may be a candidate for a reduced number of parking spaces required in order to reduce the amount of paved space.

A site walk was scheduled for Wednesday, July 20, 2005, at 6:30 p.m.

APP. NO. 55-05-T, HENRY PARRO

Mr. Weston opened the site plan review for a 3,900-sq. ft. retail sales/service gun shop addition at the existing Parro's Gun Shop at 95 U.S. Route 2 (Bolton Road). Henry Parro was sworn in to provide testimony.

Mr. Parro presented the site plan for the addition. He plans to take down the existing garage and would build the 40-foot by 88-foot addition on a slab. The proposed addition will be used for retail sales. The existing curb cut will not change. The hours of operation will increase by opening Sunday. Mr. Parro stated that the addition would have five exterior fluorescent low wattage, downcast soffit lighting that would be on all night. The exterior will be stained clapboards and trim, stucco imitation fieldstone.

The Planning Commission requested that Mr. Parro clarify the right-of-way issue.

A site walk was scheduled for Friday, July 8, 2005, at 7:30 a.m. The hearing was continued to Wednesday, July 20, at 8:45 p.m.

APP. NO. 62-05-T, GREEN MOUNTAIN CLUB

The Planning Commission discussed the request for an exemption from site plan review for a composting toilet building at the existing Green Mountain Club facility at 4711 Waterbury-Stowe Road.

MOTION: Joe Greene moved and Rebecca Ellis seconded the motion to waive the requirement for site plan review for Application No. 62-05-T under Section 301(a)(5) of the Waterbury Zoning Regulations.

VOTE: The Planning Commission unanimously carried the motion.

ZONING ADMINISTRATOR'S REPORT

Town			Resolution &/or Issued Date
Permits:	Applicant	Project	
55-05-T	Parro Henry Baker Phil & Rose	95 Route 2, retail shop addition Lower Mill Road, new home, deck, & porch	Referred to PC Pending Flood Zone Location
56-05-T	Serene		
57-05-T	Barile John & Lassie	33 Appletree Lane, addition	6/24/2005
58-05-T	Hedges Mile & Brenda	1187 Maple Street, horse shed Ripley Road, new home, deck, & porch	6/24/2005
59-05-T	Greenleaf Dan & Katie Callan Felix &		6/27/2005
60-05-T	Geraldine Delphia Richard &	Sweet Road, 4-lot subdivision	6/29/2005
61-05-T	Susan	Perry Hill, new home & garage 4711 Waterbury-Stow Road, out house	Pending Set Back -- Shed
62-05-T	Green Mountain Club		Referred to PC
Village			
Permits:			
19-05-V	Hackett Corey & Kelly	22 Elm Street, deck	6/15/2005
20-05-V	Russell Kyle	9 Union Street, addition & deck	6/15/2005
21-05-V	Ben & Jerry's Timberlake Assoc/Wtby	Rt 100, new 12,000-gallon tank	6/30/2005
22-05-V	Tourism	713 Waterbury-Stowe Road, booth	Referred to PC
23-05-V	Moran Matt & Sarah	11 Swasey Court, addition	6/27/2005
24-05-V	PMG Associates	1080 Waterbury-Stowe Road, sign	6/29/2005
25-05-V	Wisniewski James	41 Grandview Street, deck & porch	7/2/2005

Enforcement

The Despot junk yard permit has run out. The Selectboard has to vote on renewal of the junk yard permit. An additional use of leasing the lot to a used car dealer is also an issue. Park Street resident is erecting a garage with a carport permit.

MISCELLANOUES

Mr. Weston reported that the VELCO hearings have begun, which have been abbreviated due to the lack of much cross examination. He will be drafting a brief position paper for approval by the Planning Commission, Village Trustees, and the Selectboard for submission to the Vermont Act 250 Board by August 8, 2005.

MINUTES

The Planning Commission reviewed the minutes of June 1, 2005.

MOTION: Rebecca Ellis moved and Hal Ranney seconded the motion to approve the minutes of June 1, 2005, as amended to move three of the sentences in the minutes to the findings under Application No. 43-05-T.

VOTE: The motion was carried by the Planning Commission. Rebecca Ellis, Darren Higgins, Joel Baker, Hal Ranney, and Dave Russo voted for; Joe Greene voted against.

ADJOURNMENT

The meeting was adjourned at 10:10 p.m.

Respectfully submitted,

Dawn Lee Minter
Secretary