

**TOWN OF WATERBURY
DEVELOPMENT REVIEW BOARD
Approved General Minutes
November 7, 2013**

Board Members Present: Jeff Larkin, Chair, Dave Rogers, Jeff Grace, Martha Staskus, Mike Bard, Jeff Whalen, Tom Kinley, Nat Fish

Staff Present: Steve Lotspeich, Clare Rock

Public: Allan Young, Frank von Turkovich, Larry Abrams

APPLICATION 43-13-V

Application #43-13-V, Alison Friedkin of Central Vermont Community Land Trust (property owner: State of Vermont) for Site Plan and Conditional Use Review for the re-construction of Ladd Hall for 27 apartments located within the Village Mixed Residential and Interim Campus Overlay Zoning Districts, located at 103 South Main Street, Waterbury, VT (Tax map #19-409.000)

See attached minutes of the Hearing. The review was continued to Thursday, November 21, 2013 at 6:30 p.m.

DISCUSSION OF POSSIBLE CHRISTMAS TREE SALE

Allan Young was present at the meeting and would like to set up a seasonal Christmas Tree Stand in the parking lot at the Cold Hollow Cider Mill where Christmas trees would be sold from Thanksgiving to Christmas. The ZA requests the DRB considers the use is minor in nature and therefore exempt from site plan review.

The DRB agreed that the use is minor in nature, the ZA can issue the permit without the application being referred to the DRB.

DISCUSSION OF THE SCOPE OF HOME OCCUPATIONS

Clare Rock requested input on how to handle a landscape business that is based at a residential property where a Contractor's Storage Yard and Shop is not an allowed use. The owner of the business lives at the residence. Another landscape business keeps his equipment at a storage facility and the employees meet the owner at the storage facility to go to the project sites. A third situation is a contractor that keeps his equipment at his residence on an occasional basis and most of the time is kept at another location on Route 100. Sometimes the businesses are seasonal and subsides at certain times of the year so enforcement is difficult.

The DRB suggested a zoning amendment is necessary to provide guidance on these types of businesses which do not meet the Home Occupation criteria and are not specifically defined as another type of use.

DISCUSSION RE. BLUSH HILL MEADOWS TEN

Frank von Turkovich presented a conceptual site plan for a revision to the Blush Hill Meadows project. The conceptual plan shows the proposed building footprints superimposed on the plan that was previously approved. An accompanying memo detailed a change from the current number of 59 approved units on eight acres with an additional two-acre parcel where four units could be permitted. The units would be smaller than those previously permitted and would now be one and two-bedrooms each. The proposal is to allow 60 units on the eight acre site that is in the Village Commercial Zoning District and no units on the two acre part of the site that is near Blush Hill Rd. and is in the Route 100 Zoning District. The two acre part of the site could have a total of four units in addition to the 59 units that have been permitted for a total of 63 units.

The DRB was amenable to the changes to the project as presented. Frank von Turkovich will be working with the landowner to submit a revised application for review before the existing local permit expires in February 2014.

REVIEW OF MINUTES:

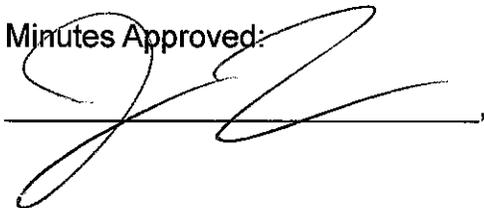
MOTION:

Tom Kinley moved and Mike Bard seconded the motion to approve the general minutes of the meeting on November 7, 2013, and the hearing minutes for Application #51-13-T, W. Thomas Anderson, Application #55-13-T, Arthur Newhouse III, and Application #31-13-V, Blush Hill Meadows Ten.

VOTE: Passed unanimously.

Jeff Larkin adjourned the meeting at 10:00 p.m.

Minutes Approved:


_____, Chair

Date: 11.21.13

THESE MINUTES WERE APPROVED ON *November 21, 2013.*

**TOWN OF WATERBURY
DEVELOPMENT REVIEW BOARD
APPROVED MINUTES, CVCLT LADD HALL PROJECT
November 7, 2013**

Board Members Present: Dave Rogers; Jeff Grace, Martha Staskus, Mike Bard, Jeff Whalen, Tom Kinley, Nat Fish

Staff: Clare Rock, Steve Lotspeich

Public: Alison Friedkin, Jessica Thyme, Kathy Beyer, Fred Messer, Allen Young, Miranda Orso, John Ostrum, Michael Stevens, Jeffrey Larkin

Application for Site Plan and Conditional Use for the reconstruction of Ladd Hall, located in the Village Residential Zoning District and within the Interim Campus Overlay District.

Permit Application #: 43-13-V

Applicant: Alison Friedkin, Central Vermont Community Land Trust

Landowner: Mike Obuchowski, Commissioner, VT Dept. of BGS

Location of Project: formerly 103 South Main Street, Waterbury, VT,
new address 36 State Drive, Waterbury, VT

David Rogers, Vice Chair opened the public hearing for the project. Mr. Rogers swore in all those wishing to provide testimony.

Jeff Larkin, chair of the DRB recused himself from serving on the DRB for the review since he is an adjacent landowner.

Clare Rock, the Zoning Administrator gave an overview of the project. She explained that the site is in the Campus Overlay District. The Staff Report was circulated. The site is located at 36 State Dr. in was formerly part of the State Office Complex. The project involves the demolition of the rear portion of the existing building. There is not an adequate quantity of parking on the site however an agreement has been reached for off-site parking on the State Office Complex property with an agreement with the state.

TESTIMONY:

Allison Friedkin with the Central Vermont Community Land Trust (CVCLT) explained that this affordable housing project grew out of the Long-term Community Recovery planning process after Tropical Storm Irene.

Jessica Thyme, Architect with Gossens Bachman Architects gave a detailed description of the project. There is a system of paths that link the building to the sidewalk on S. Main St. The main access to the building will be at the rear of the building. There will also be a sidewalk along the rear of the building that will lead to a new sidewalk on State Dr. The existing parking lot will be narrowed in width and there will be fewer parking spaces than those that currently exist. All improvements will be on the site that CVCLT is purchasing from the State of Vermont.

Regarding parking, there will one space allocated by CVCLT for each of the 27 units. Jeff Larkin expressed concern about the limited number of on-site parking spaces and the possible impact on his adjacent multi-family building. John Ostrum explained the pre-existing layout of the building had an entrance on the west corner of the building with a sidewalk directly out to S. Main St. That entrance and the sidewalk will no longer exist in that location. The building has 12 one-bedroom, 13 two-bedrooms, and two three bedroom apartment. Kathy Beyer with Housing Vermont, that is a partner for the project, stated that their experience with this type of affordable housing project has fewer projects than a more suburban multi-family project. Kevin Worden stated that they looked at providing more parking spaces on the site and it is not feasible.

The nine parking spaces that will be off-site on the State Office Complex. The nearest state lot is to the west and is close to the Ladd Hall site. The nine spaces will either be in that lot or along the east side of the Horseshoe Drive. The Act 250 permit for the State Office complex identifies that there are a few spaces more than have existed previously and there will significantly fewer employees. The previous Ladd Hall office building had 60 employees working in it. The agreement with the state does not designate where the spaces will be located. Currently Weeks Hall that is adjacent to the Ladd Hall site is not programmed for specific offices.

The possibility of a fence along the property line to the northwest was discussed. The applicant does not want to create a wall between adjacent properties and the new apartments. A fence would also tend to collect trash. Additional landscaping with a solid line of shrubs along the western boundary was discussed.

Snow removal was discussed. The State Office Complex is plowed in the very early morning. CVCLT will plow in the early morning and during the day when residents have left the site. The trash and recyclables will all handled in totes that will be in an enclosure.

An allocation request for water and sewer is pending with the Village of Waterbury.

The lighting is more residential in character and is described in the Lighting cut Sheets.

The building elevations were discussed including the materials the main siding on the new building wing will be 4" and 6" fiber-cement or wooden clapboards, but will not be vinyl. The colors of the clapboards is yet to be determined. The materials and color of the third story of the new wing will mimic the third floor of the historic portion of the building that is being retained.

Fred Messier who owns a residential rental property across S. Main St. and is very concerned about the competition that this subsidized housing will provide. He is concerned that this will make it very difficult for him to rent his apartments when they become vacant. The issue of the role of affordable housing in the Waterbury community and the Long-term Community Recovery process was discussed. CVCLT did two

housing needs studies as part of the planning and funding for the project. One study was done regionally and one examined the local housing needs.

The issue of the landscape buffer on the northwestern side of the site was discussed. It was agreed that the applicant would prepare a landscape plan for a vegetative buffer along the northeast property boundary.

The review was continued to November 21st at 6:30pm.

EXHIBIT LIST:

- Exhibit A Zoning Permit Application #43-13-V
- Exhibit B Site Plan Permit Application #43-13-V
- Exhibit C Conditional Use Permit Application #43-13-V
- Exhibit D Additional applicant responses to Conditional Use Criteria
- Exhibit E Applicant responses to Campus Overlay District
- Exhibit F Parking agreement with State of Vermont for off-site parking, dated 10/7/2013
- Exhibit G Lighting Cut Sheets
- Exhibit H Memo from GBA listing submittals including Plan Set sheets, dated 10/7/2013
- Exhibit I Plan Set, dated 10/8/2013
- Exhibit J Notice sent to Adjacent Landowners dated 10/18/13

Description of Project:

The applicant is seeking site plan and conditional use approval for the redevelopment and change of use of Ladd Hall from State office use to a 27-unit, multi-family residential use.

The property was historically part of the VT State Complex at 103 South Main Street. Earlier in 2013, the State received zoning approval (under application #07-13-V) to subdivide off portions of the State Complex Property for divestment. Ladd Hall was subdivided off and is now located on a 0.99 acre/43,124.4 sf parcel. The newly created parcel has recently received a new E911 address, the new address is 36 State Drive, and the new owner will be the Central Vermont Community Land Trust.

Minutes Approved:


_____, Chair

Date: 11-21-13

THESE MINUTES WERE APPROVED ON *November 21, 2013.*