Town & Village of Waterbury Development Review Board Approved General Meeting Minutes May 4, 2016

In attendance:

Board Members present: Dave Rogers, David Frothingham, Tom Kinley, Mike Bard, Martha Staskus, Rob Dombrowski.

Staff Present: Dina Bookmyer-Baker, Zoning Administrator; Steve Lotspeich, Community Planner; Patti Spence, Secretary

The meeting convened at 6:30 pm.

First order of business: Conduct officer elections.

Motion: Tom Kinley moved and Mike Bard seconded to nominate Dave Rogers as chair of the DRB for a term of one year and to nominate David Frothingham and Tom Kinley as co vice chairs for a term of one year each.

Vote: Passed unanimously.

6:45 p.m. #19-16-T, Deidre Malloy (owner), Richard Bell (applicant)

End of Burt Farm Lane, Waterbury, VT (RT100 zoning district), two-lot subdivision.

Hearing minutes and decision under separate cover.

7:30 p.m. #22-16-T, Steven and Dixie Martin (owner), Joshua Martin (applicant), 483 Kneeland Flats, Waterbury, VT (MDR zoning district), setback waiver request to construct a residential accessory structure.

Hearing minutes and decision under separate cover, and motion to approve the minutes below.

8:00 p.m. #23-16-T, Richard Danyew (owner/applicant), 782 Maple Street, Waterbury, VT (MDR/FHA zoning and overlay districts), construct a replacement single-family dwelling; setback waiver request, Flood Hazard Area review.

Hearing minutes and decision under separate cover, and motion to approve the minutes below.

8:30 p.m. #06-16-V, Village of Waterbury (owner), Waterbury Area Trails Alliance (applicant), 546 River Road, Waterbury, VT (IND/FHA zoning and overlay districts), re-grade bike terrain park and re-surface pump tracks; site plan amendment and Flood Hazard Area review.

Hearing minutes and decision under separate cover.

Approval of Minutes and Decisions for April 20, 2016:

Tom Kinley moved and Mike Bard seconded the motion to approve the general minutes of 4/20/16 and hearing minutes of applications #16-16-T, #20-16-T, and #21-16-T, as amended.

Vote: Passed unanimously.

Approval of Minutes and Decision for Martin application #22-16-T:

Tom Kinley moved and Dave Frothingham seconded the motion to approve the hearing minutes for application #22-16-T.

Vote: Passed unanimously.

Approval of Minutes and Decision for Danyew application #23-16-T:

David Frothingham moved and Mike Bard seconded the motion to approve the hearing minutes for application #23-16-T.

, (Chair) or (Acting Chair)

Vote: Passed unanimously.

Adjournment:

The meeting was adjourned at 9:00 p.m.

These minutes were approved on:	5-	18-	16	(date)

5-18-16

Town & Village of Waterbury Development Review Board Approved Hearing Decision #19-16-T May 4, 2016

IN ATTENDANCE:

Board Members Present: Dave Rogers, David Frothingham, Tom Kinley, Mike Bard, Martha Staskus, Rob Dombrowski

Staff Present: Dina Bookmyer-Baker, Zoning Administrator; Steve Lotspeich, Community Planner; Patti Spence, Secretary

APPLICATION

#19-16-T, Deidre Malloy (owner), **Richard Bell** (applicant) for a Zoning Permit, Subdivision, and Site Plan Review for a two-lot residential subdivision located at the end of Burt Farm Lane, Waterbury Center, VT in the RT100 Zoning District (Tax Map #05-061.020)

PRESENT AND SWORN IN: Richard W. Bell, Applicant Deidre Malloy, Owner

PRESENT, not offering testimony: Kate Carter, Adjoining Landowner Wendy Behrend, Friend Kathleen Wright, Interested party

INTRODUCTION

This project is a two-lot residential subdivision creating Lot #1, 3.37+/- acres, and Lot #2, 3.47 acres. The 6.84+/- acre site is located adjacent to Waterbury-Stowe Rd. in the Route 100 Zoning District and is accessed by Burt Farm Ln. that connects to Spruce Haven Rd. and then to Waterbury-Stowe Rd. The site was previously approved by the State of Vermont for a three-lot subdivision, however a Zoning Permit for the three-lot subdivision was not obtained from the Town of Waterbury. Due to the requirement for front setbacks of a minimum of 200' from the right-of-way for Waterbury-Stowe Rd. (Route 100), a three lot subdivision that conforms to all the dimensional requirements in the Zoning Regulations does not appear to be feasible.

EXHIBITS

Exhibit A: Application #19-16-T

Exhibit B: Subdivision Plan dated March, 2016

Exhibit C: State of Vermont ANR Subdivision Permit EC-5-2000 dated 5-22-90

Exhibit D: Notice of Public Hearing, published 4-14-2016 Exhibit E: Letter to Adjoining Landowners, dated 4-11-16

TESTIMONY

1. The septic systems and house locations are proposed in an open field area as shown on the site plan.

2. The area within the setback of the 200 feet to Route 100 will remain undeveloped and undisturbed, per Mr. Bell.

FINDINGS OF FACT

- 1. This two-lot residential subdivision is located in the Route 100 Zoning District. In addition to the standard criteria in Section 401, Dimensional Requirements, and Section 504, General Dimension, Location, and Height Requirements, the following bylaws apply to the subdivision: Article III, the special criteria for projects in the Route 100 Zoning District in Sections 301 (g) and (h) and the Special Considerations for projects bordering Route 100 in Section 301(j), and Article XII, Subdivisions including Section 1202(b) under Review Criteria. This section also incorporates Section 705(c)-(l) and Subsections 704(m)(1)–(3) Section under Planned Unit Development. The criteria in sections 300(g) and 300(h) require that a minimum of 25% of the road frontage (545 +') along Waterbury-Stowe Rd. will remain undeveloped for a depth of 250' as shown on Exhibit B, the Subdivision Plan. A minimum of 50% (3.42+/- acres) of the entire 6.84+/- acre site, including the area described above, will remain undeveloped.
- 2. The existing 6.84 acre lot will be subdivided into two lots: Lot #1, 3.27+/- acres, and Lot #2, 3.47 acres. Lot #1 will have a two-family dwelling and Lot #2 will have a single-family dwelling built on it at a later date. This will make use of all the septic capacity that was previously approved by the state under Subdivision Permit EC-5-2000 (see Exhibit C).
- 3. The vehicular access to both lots will be via a new shared driveway over the existing 50' wide right-of-way on the adjacent property owned by Kathryn Carter, that connects to Burt Farm Ln., a private road, and then to Spruce Haven Rd. that is a Town Road. There will be a new 50' wide right-of-way on Lot #1 to provide access to Lot #2.
- 4. There are mature woods that will screen the proposed house sites shown on Exhibit B, the Subdivision Plan, from view from Route 100. The proposed house sites meet and exceed the minimum setback requirements of 200' to the right-of-way for Waterbury-Stowe Rd. (Route 100) and 50' on the sides and rear of the houses.
- 5. When subsequent Zoning Permit applications are submitted for the construction of houses, all exterior lighting shall be downcast and shielded. The houses shall also be a maximum of 35' tall and shall be no more than two stories in height in accordance with Table 5.2, Dimensional Requirements by District.

6. A minimum of 50% of each lot will be set aside as undeveloped land with no future buildings allowed in those areas. The final plat for the two lots shall show these undeveloped areas.

Conclusion:

Based upon these findings (and subject to the conditions set forth below) the Waterbury Development Review Board concludes that application # 19-16-T for a Zoning Permit, Subdivision, and Site Plan Review for a two-lot residential subdivision located at the end of Burt Farm Lane, Waterbury Center, VT in the RT100 Zoning District (Tax Map #05-061.020) meets the requirements in Article XII (Subdivisions), Section 1202, and Section 301, Site Plan Review.

MOTION:

On behalf of the Waterbury Development Review Board Mike Bard moved and David Frothingham seconded the motion to approved application #19-16-T with the following conditions.

- 1. The applicant completes the project consistent with the Board's findings and conclusions and the approved plans and exhibits;
- 2. All exterior lighting will be downcast and shielded;
- 3. The applicant brings a copy of the Final Plat to Zoning Administrator within 150 days so that the Development Review Board can review, approve, and sign off on the Final Plat and meet the 180 day timeline for recording the plat that is required by 24 V.S.A., Section 4463.

VOTE: The motion passed unanimously.

THESE MINUTES WERE APPROVED ON S- 18-16

Date: 5-18-16

Town & Village of Waterbury Development Review Board Approved Hearing Minutes, #22-16-T May 4, 2016

IN ATTENDANCE:

Board Members Present: Dave Rogers, Chair; David Frothingham; Mike Bard; Tom Kinley; Rob Dombrowski, Martha Staskus

Staff Present: Dina Bookmyer-Baker, Zoning Administrator; Steve Lotspeich, Community Planner; Patti Spence,

Secretary

Owner:

Steven and Dixie Martin

Applicant:

Joshua Martin

Address/location:

483 Kneeland Flats, Waterbury, VT 05676

Zone:

Medium-Density Residential (MDR) zoning district

Application #:

22-16-T

Tax Map #:

13-226.000

Applicant Request

The applicant seeks approval to construct a new cold-storage shed within the side yard setback at 483 Kneeland Flats.

Present and sworn in

Kelly and Joshua Martin, Applicants

Materials submitted

Application #22-16T (3 pp: Zoning Permit and Conditional Use), submitted 4/4/16

Exhibit A: Aerial photo of site with tax map boundary.

Exhibit B: Letters to adjoining landowners, dated 4/18/16

Testimony:

- 1. There will be no heat or electricity in the structure.
- 2. There will be no exterior lighting.
- 3. There will be solar lights for the inside of the structure and the solar panels will be mounted on the outside.

Findings of Fact:

1. Existing conditions: Steven and Dixie Martin own a 0.38± acre parcel located at 483 Kneeland Flats. The property is developed with a 1 1/2 story single-family dwelling and a 1-story garage. The property is served by an existing septic system and municipal water. The parcel includes approximately 115' of frontage and has access to Kneeland Flats, a class 3 town road. The parcel is located in the Medium-Density Residential (MDR) zoning district.

2. <u>Dimensional requirements</u>: The minimum lot size in the MDR zoning district is two acres, minimum frontage: 200', maximum height: 35', and minimum setbacks of: front 60', sides 50', and rear 50'.

The lot does not meet the minimum lot size and frontage requirements. The adjacent lots on either side (#471 and #501 Kneeland Flats) of the parcel are of similar dimensions. The existing dwelling and garage do not meet the front and side setbacks. The dwelling was constructed prior to the enactment of zoning regulations for the Town of Waterbury.

- 3. <u>Waiver Request</u>: The applicant proposes to construct a 16' x 20' x 11'1" tall, 320 sF cold-storage shed and to place it behind the garage, resulting in the following setbacks: Left side (west) 10', Right side (east) 85', Rear (north) 30', and Front (south) 106'. The Setback Waiver request is: rear 20' and left-side 40'.
- 4. Conditional Use/Waiver criteria:
- a. <u>Community facilities</u>: No change in use or occupancy is proposed, therefore, the proposed use will not have an undue adverse impact on the capacity of existing or planned community facilities. [Section 303(e)(1)]
- b. <u>Character of the area</u>: No change in use is proposed; the use of the property and structures will remain residential. The proposed shed is subordinate to the primary dwelling and is appropriate in scale and design in relation to existing uses and structures in the area. [Section 303(e)(2)]
- c. <u>Municipal bylaws in effect</u>: The proposed use will support the existing residential use and will not violate any municipal bylaws and ordinances in effect. [Section 303(e)(3)]
- d. Methods to control fumes, gas, dust, smoke, odor, noise, or vibration: The proposed shed is for cold storage only and will not have heat or electricity and no work will be done inside. This provision does not apply. [Section 303(f)(2)]
- e. Removal of earth or mineral products conditions: The proposed use does not include earth removal activities. This provision does not apply. [Section 303(h)]
- 5. This project was referred to the DRB for Setback Waiver Request. In accordance with Section 309, the DRB may grant a waiver of building setbacks as a conditional use reviewed in accordance with Section 303; provided that the encroachment does not have an undue adverse impact on the use and enjoyment of adjoining properties from which the setback waiver is sought.

Guiding ordinance sections

Section 309—Waivers

Section 303—Conditional Uses

Table 5.2—Dimensional Requirements by District

Conclusion:

Based upon these findings (and subject to the conditions set forth below) the Waterbury Development Review Board concludes that application # 22-16-T, to construct a new cold-storage shed within the side yard setback at 483 Kneeland Flats, Waterbury, VT (MDR zoning district), Tax Map # 13-226.000 meets the standards in Section 303, Conditional Uses and 309, Waivers, of the Waterbury Zoning Regulations.

Motion:

On behalf of the Waterbury Development Review Board Dave Frothingham moved and Rob Dombrowski seconded the motion to approved application #22-16-T with the following conditions.

- 1. The applicant completes the project consistent with the Board's findings and conclusions and the approved plans and exhibits;
- 2. There will be no exterior lighting.

VOTE: Passed unanimously.

THESE MINUTES WERE APPROVED ON

Town & Village of Waterbury Development Review Board Approved Hearing Decision #23-16-T May 4, 2016

IN ATTENDANCE:

Board Members Present: Dave Rogers, Chair; David Frothingham; Mike Bard; Tom Kinley; Rob Dombrowski,

Martha Staskus

Staff Present: Dina Bookmyer-Baker, Zoning Administrator; Steve Lotspeich, Community Planner;

Patti Spence, Secretary

Owner/Applicant:

Richard Danyew

Address/location:

782 Maple Street, Waterbury Center, VT 05677

Zones:

Medium-Density Residential (MDR) zoning district,

Flood Hazard Area (FHA) overlay district

Application #:

23-16-T

Tax Map #:

09-124,000

Applicant Request

The applicant seeks approval to remove an existing single-family dwelling and construct a 1 1/2 story single-family dwelling within the front and side yard setbacks at 782 Maple Street.

Present and sworn in:

Richard and Elizabeth Danyew, Applicants

Materials submitted

Application #23-16T (3 pp: Zoning Permit and Conditional Use), submitted 4/1/16

Exhibit A: Site plan of parcel and proposed structure location.

Exhibit B1, B2: Aerial photos of site with tax map boundary and map of Floodplain limits.

Exhibit C: Letters to adjoining landowners, dated 4/14/16

Testimony

- 1. The applicant intends to construct a garage sometime in the future.
- 2. The applicant is using an existing slab making this the most cost efficient location.
- 3. Any exterior lighting will be downcast and shielded.
- 4. Exterior will be vinyl siding, consistent with the neighborhood.
- 5. The heat will be oil baseboard.

FINDINGS OF FACT:

1. Existing conditions: Richard & Elizabeth Danyew own a 1.55± acre parcel located at 782 Maple Street. The property is developed with an existing double-wide mobile home single-family dwelling

and a 1-story garage. The property is served by an existing septic system and municipal water. The parcel includes approximately 210' of frontage and has access to Maple Street, a class 2 town road. The parcel is located in the Medium-Density Residential (MDR) zoning district and partially within the Flood Hazard Area.

- 2. <u>Dimensional requirements</u>: The minimum lot size in the MDR zoning district is two acres, minimum frontage: 200', maximum height: 35', and the minimum setbacks are: front 60', sides and rear 50'. The lot does not meet the minimum lot size requirements. The existing dwelling does not meet the front and side setbacks.
- 3. Waiver Request: The applicant proposes to construct a 30' x 50' x 24'± tall, 2400 sF 1 ½ story cape to replace the existing 27' x 64' x 14' tall, 1728 sF single-story mobile home. The new dwelling will be placed no closer to the front and left-side property lines than the existing dwelling, resulting in the following setbacks: Front (west) 45', Left side (north) 66', Right side (south) 38', and Rear (east) 309'. The Setback Waiver request is: front 15' and right-side 12'.

4. Conditional Use/Waiver criteria:

In accordance with Section 309, the DRB may grant a waiver of building setbacks as a conditional use reviewed in accordance with Section 303; provided that the encroachment does not have an undue adverse impact on the use and enjoyment of adjoining properties from which the setback waiver is sought.

- a. <u>Community facilities</u>: No change in the residential use and no increase in occupancy is proposed (the existing dwelling has four bedrooms and the proposed dwelling, although larger in square footage, will have three bedrooms). The proposed use will not have an undue adverse impact on the capacity of existing or planned community facilities. [Section 303(e)(1)]
- b. <u>Character of the area</u>: No change of use is proposed; the use of the property will remain residential. The new dwelling is appropriate in scale and design in relation to existing uses and dwellings in the area. [Section 303(e)(2)]
- c. <u>Municipal bylaws in effect</u>: The proposed dwelling will continue to be for single-family occupancy and will not violate any municipal bylaws and ordinances in effect. [Section 303(e)(3)]
- d. Methods to control fumes, gas, dust, smoke, odor, noise, or vibration: No change in the existing residential use is proposed. This provision does not apply. [Section 303(f)(2)]
- e. Removal of earth or mineral products conditions: The proposed use does not include earth removal activities. This provision does not apply. [Section 303(h)]
- 5. <u>Flood Hazard Area</u>: While the rear (westerly) portion of the parcel lies within the flood hazard area (FHA), all of the proposed development will be on ground that is outside of the FHA. (Exhibit B2)

Staff referral

This project was referred to the DRB for Setback Waiver Request under Article III and consideration of Flood Hazard Area review under Article VI.

Guiding ordinance sections

Section 309—Waivers

Section 303—Conditional Uses

Table 5.2—Dimensional Requirements by District

Article VI Interim Flood Hazard Area Regulations and Overlay District

Conclusion

Based upon these findings (and subject to the conditions set forth below) the Waterbury Development Review Board concludes that application #23-16-T, Richard Danyew, to remove an existing single-family dwelling and construct a 1 1/2 story single-family dwelling within the front and side yard setbacks at 782 Maple Street tax map #09-124.000 meets the standards in Sections 303, Conditional Uses and 309, Waivers of the Waterbury Zoning Bylaws.

Motion

On behalf of the Waterbury Development Review Board Dave Frothingham moved and Mike Bard seconded the motion to approved application #23-16-T with the following conditions.

- 1. The applicant completes the project consistent with the Board's findings and conclusions and the approved plans and exhibits;
- 2. All exterior lighting will be downcast and shielded.

Date: <u>5-4-16</u>

VOTE: Passed unanimously.

THESE MINUTES WERE APPROVED ON 5-4-16

Town & Village of Waterbury Development Review Board Approved Hearing Decision #06-16-V May 4, 2016

IN ATTENDANCE:

Board Members Present: Dave Rogers, Chair; David Frothingham; Mike Bard; Tom Kinley; Rob Dombrowski,

Martha Staskus

Staff Present: Dina Bookmyer-Baker, Zoning Administrator; Patti Spence, Secretary

Owner: Village of Waterbury

Applicant: Waterbury Area Trails Alliance Address/location: 546 River Road, Waterbury, VT

Zones: Industrial (IND) zoning district,

Flood Hazard Area (FHA) overlay district

Application #: 06-16-V Tax Map #: 16-009,000

Applicant Request:

The applicant seeks approval to re-grade a previously-approved bike terrain park and re-surface the existing pump tracks with crushed stone at 546 River Road.

Present and sworn in:

Dana Allen, Applicant Rebecca Washburn, Applicant Steve Lotspeich, Town of Waterbury

EXHIBITS:

- Application #06-16V (5 pp: Zoning Permit and Overlay District), submitted 4/8/16
- Exhibit A: Pump track design and proposal, submitted by Sinuosity LLC, March 4, 2016.
- Exhibit B: Referral letter to Rebecca Pfeiffer, Asst. NFIP Coordinator, April 29, 2016
- Exhibit C: Letter from Grenier Engineering, May 4, 2016.
- Exhibit D: Site Plan: Proposed Dog and Bike Park, prepared by Grenier Engineering, revised 4/8/16
- Exhibit E: Aerial photos of site with tax map boundary and map of Floodplain limits.
- Exhibit F: Letter (email) and ANR Atlas map from Rebecca Pfeiffer, May 4, 2016.
- Exhibit G: Documentation from previous approvals, including: *
 - Planning Commission Meeting Minutes of April 6, 2011
 - Letter from Grenier Engineering, April 25, 2011
 - Zoning Board of Approval Meeting Minutes of April 26, 2011
 - Referral letter to Rebecca Pfeiffer, 2/24/15
 - Letter from Kari Dolan, NFIP Coord. to Alena Schnarr, May 20, 2011
 - DRB March 4, 2015 meeting minutes and decision on application 03-15-V

Exhibit H: Letters to adjoining landowners, dated April 18, 2016

Testimony:

- 1. The changes to the track encourage a broader group of users in terms of both age and ability.
- 2. The features will be safe and the plan is that the park will be better maintained.
- 3. There will be low points in the pump tracks to allow floodwaters to pass.
- 4. The volume of material located below the BFE will not increase. There will also be no increase in total material on the site.
- 5. There will be no new encroachments on the floodway.

Findings of Fact:

- 1. Existing conditions: The Village of Waterbury owns a 40± acre parcel located at 546 River Road. The property is currently developed with a 34,310 sq. ft. Ice Center, a small storage shed, sporting fields, a bike terrain park, and an access to the Perry Hill mountain biking trails. Parking areas exist for the Ice Center/sporting fields, and for the bike terrain park and trails. The property gains access from the west, via River Road. The Grand Trunk Western Railroad owned railroad abuts the parcel's north/northeast boundary. The parcel is bordered by the Winooski River to the west, south and east. The property does not include water or wastewater facilities. The parcel is located in the Industrial (IND) zoning district and portions lie within the Special Flood Hazard Area (SFHA) and Flood Hazard Area Floodway overlay districts (Exhibit E).
- 2. <u>Background</u>: The bike terrain park and other improvements have been approved previously. The Planning Commission granted site plan approval of application 05-11-V for a dog park, bicycle terrain park, and signage and the Zoning Board of Adjustment granted flood hazard approval for the project. The Development Review Board granted site plan approval and flood hazard review for application #03-15-V to complete the dog park with a shelter, signage, and parking and to reconfigure the bike terrain park and the existing parking serving the bike trails and park. Generally, the above proposed improvements have all been completed; however, the bicycle terrain park was partially constructed and now should be constructed with a more durable surface. (Exhibit A)
- 3. Scope of work: The review and approval conducted by the DRB in 2015 still applies. However, the limits of disturbance marked on the 2011 site plan did not encompass the current area proposed to be cleaned up, re-graded, and resurfaced. Therefore, the impact of the project being located in the SFHA and the Floodway must be evaluated and approved.
- 4. <u>Development Review in Flood Hazard Areas</u>: Section 605(b) states: "(1) Encroachment or development above grade and less than one foot above the base flood elevation are prohibited unless hydrologic and hydraulic analyses are performed in accordance with standard engineering practice, by a registered professional engineer certifying that the proposed development will: (A) Not result in any increase in flood levels (0.00 feet) during the occurrence of the base flood; and (B) Not increase any risk to surrounding properties, facilities, or structures from erosion or flooding."

John Grenier, a registered professional engineer, has submitted a letter stating that the project should qualify for no net increase. (Exhibit C)

As proposed, the project will not encroach into the SFHA or Floodway and will be in compliance with Section 605(b).

See Rebecca Pfeiffer's letter and map (Exhibit F) with more detail on addressing the floodway encroachment and determining if more information or an engineering analysis is necessary.

Staff referral:

This project was referred to the DRB for Site Plan amendment under Article III and Flood Hazard Area review under Article VI.

Guiding ordinance sections:

Section 301—Site Plan Review and Approval Article VI Interim Flood Hazard Area Regulations and Overlay District

Conclusion:

Based upon these findings (and subject to the conditions set forth below) the Waterbury Development Review Board concludes that application # 06-16-V the Village of Waterbury and Waterbury Area Trails Alliance, to re-grade a previously-approved bike terrain park and to resurface the existing pump tracks with crushed stone at 546 River Road tax map #16-009.000 meets the standards in Section 301, Site plan review and Article VI Interim.

Motion:

On behalf of the Waterbury Development Review Board Dave Frothingham moved and Tom Kinley seconded the motion to approve application #06-16-V with the following conditions.

1. The applicant completes the project consistent with the Board's findings and conclusions and the approved plans and exhibits;

THESE MINUTES WERE APPROVED ON 5-18-16