

**WATERBURY DEVELOPMENT REVIEW BOARD**  
**Approved General Minutes—June 18, 2025**

**Attending:** Board members present: David Frothingham III, (Chair), David Rogers, Alex Tolstoi (Co-Chair), Bud Wilson, Harry Shepard, George Lester, Tom Kinley, Brooks Fortune (alternate)

Staff: Mike Bishop (Zoning Administrator)

Public: George McCain, McCain Consulting

David Frothingham III, Chair, opened the public meeting at 6:45 p.m. and made the following introductory remarks: Applicants should have one spokesperson. Staff will give an overview of the project. The Applicant/Spokesperson will present any new information to the Board. The DRB members will ask questions, followed by staff questions and comments. The hearing will then be opened to the public for comments and questions. Note that the DRB is a seven-member Board, nine members are present, meaning the alternate cannot vote, but can make comments; an approval requires at least four votes in the affirmative. If you wish you can continue your hearing to a later date, when more members may be in attendance.

The hearing was opened at 6:38 p.m.

**020-25:** Wesley United Methodist Church/Waterbury Common Market (owner/applicant)  
Site Plan/Downtown Design Review (DDR), Installation of a Handicap Ramp.  
57 South Main Street

Present and sworn in: George McCain, owner/applicant's representative

The applicant's representative was George McCain, McCain Consulting. George McCain introduced the proposed project to the board. It is an ADA ramp that will provide access to the building at 57 S. Main, which contains the food shelf. Mike Bishop added that the ramp would be located within the town's R.O.W., which has been relayed to the Public Works Director. The Selectboard would need to authorize the approval of the R.O.W. encroachment.

Bud Wilson asked if the applicant had considered a porch lift instead. McCain responded that he does not know the answer to the question and would have to ask the applicant. He also noted that the ramp could potentially be designed to be within their property, and not encroach into the R.O.W. Harry Shepard questioned the degree of incline on the ramp. George Lester was concerned about the ramp running parallel to the sidewalk for 12-15 ft. The DRB was concerned about the precedent the design of this ramp would set for Main Street. A discussion about snow and ice removal ensued. Slip hazards were discussed. Harry asked George McCain if he thought there was a way to design the ramp outside of the R.O.W. David Frothingham asked if there was a way to do an interior modification to allow for the access to the food bank to be accessed from the rear of the building, at grade. He mentioned that an ADA ramp should be accessed from the shortest distance from an ADA parking space. He noted that from a Downtown Design Review district perspective, the location of the ramp is not appropriate.

The board continued the item to the July 16<sup>th</sup> DRB meeting.

**025-25:** Brian Touchette (owner/applicant) Site Plan/Downtown Design Review (DDR), Addition to a multi-family dwelling.  
110 South Main Street. The applicant requested to be continued to the July 16<sup>th</sup> DRB meeting.

The hearing was closed at 7:02 p.m.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
David Frothingham III, (Chair)