

WATERBURY DEVELOPMENT REVIEW BOARD
Approved General Minutes—August 20, 2025

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

Staff: Mike Bishop (Zoning Administrator)

Public: Rob Colbert, Skip Flanders, Sara Whitehair

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 6:30 p.m.

Continuance from June 18, 2025 **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: Rob Colbert, owner/applicant's representative

The applicant's representative was the applicant's architect. 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. The Selectboard would need to authorize the approval of the R.O.W. encroachment. The architect explained why the design of the ramp remains in the front yard and in the R.O.W. Access from other entrances are not feasible due to the distance from the street, which would increase the length of the proposed ramp. The closest south side entrance is not suitable because the snow slides off the south facing slate roof, which would create a hazard. The same issue exists on the north side entrance. The revised ramp proposal provides 55 feet for the clients to travel from the sidewalk to the front door of the Common Market. The front door is 40 inches wide, making it the only door wide enough to accommodate the ramp.

The existing sign will be moved to a different location, which would be the lawn space of the north side of the front walk. The shrub would be moved.

The designer explained additional details about the ramp to the DRB. The DRB followed up with questions. As it is in the Design Review District, some of the comments were related to the scale and size of the ramp that would be attached to a historic structure. Other comments related to the necessity of the ramp and location of parking for the ramp. The historic character of the structure on S. Main Street could be negatively affected if the proposed ramp is installed.

Concerns were raised about the proposed ramp being located within the public R.O.W. as well.

Sara Whitehair explained why the ramp is needed to the board. There are parts of the Common Market that are inaccessible to people using wheelchairs.

The board continued the item to the September 17th DRB meeting.

GZ-25-0004 State of Vermont (owner/applicant) Change of Use, from a directly operated government facility to a non-profit operated facility. 294 Armory Drive.

This application was not reviewed by the DRB as it did not fall under DRB review per town counsel.

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

Approved: _____ Date: _____
David Frothingham III, (Chair)