

**WATERBURY PLANNING COMMISSION
MEETING
Wednesday, December 15, 2010
Approved Minutes**

Members: Darren Higgins, Chair; Joel Baker; Rebecca Washburn; Kane Smart
Staff: Stephen Lotspeich, Patti Spence
Public: Jennifer Kimmich, Amy Kinsell

Darren Higgins opened the meeting at 7:00 pm.

REVIEW MINUTES

The minutes of December 1, 2010, were reviewed.

MOTION:

Kane Smart moved and Joel Baker seconded the motion to approve the minutes of December 1, 2010, as amended.

VOTE:

The motion passed unanimously.

APP. NO. 69-10-T, TOWN OF WATERBURY, CENTER CHAINS GOLF COURSE.

At 7:15pm the Chair opened the site plan review for Application No. 69-10-T. Steve Lotspeich, Representing the Town of Waterbury, was sworn in.

This is an application for an informational kiosk for the disc golf course located at Hope Davey Park at 116 Maple St. in Waterbury Center. It is reviewed under the sign bylaws, Section 801.7(d) and 801.7(e). The Center Chains Golf Course distributes information for the users such as rules of the course and course layout.

EXHIBITS:

- Exhibit A Zoning Permit Application
- Exhibit B Overall Site Plan dated 12-15-10
- Exhibit C Detailed Site Plan dated 12-15-10
- Exhibit D Elevations of Kiosk dated 12-15-10
- Exhibit E Notice Sent to the Adjacent Landowners dated 12-3-10

FINDINGS OF FACT:

This project is an informational kiosk for the Center Chains disc golf course at Hope Davey Park located at 116 Maple St. The purpose of the kiosk is to provide information about the existing disc golf course including but not limited to a course map, course rules, message board, donation box, and additional information about tournaments and course closings. The kiosk will be located near the existing timber bridge at the rear of the ball field complex that serves the disc golf course and nature trail as shown on Exhibit B, the Overall Site Plan, and Exhibit C, the Detailed Site Plan.

The kiosk will be made of wood and will include three panels as shown on Exhibit D, Elevations of Kiosk. It will be a total of approximately 8' wide and approximately 7' tall. The wood will be stained or painted in an earth tone in order to blend in with the surrounding natural area of the park. The kiosk will not be very visible from the public roads due to the distance that is more than 500' from both Maple St. and Loomis Hill Rd.

The Hope Davey Park is approximately 28 acres in size and the purpose of the kiosk is informational and directional.

Conclusion:

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

MOTION:

Joel Baker moved and Jeff Whalen seconded the motion to approve Application 69-10-T for construction of an informational kiosk for the disc golf course located at Hope Davey Park at 116 Maple St. in Waterbury Center, and pursuant to 801.7(d), with the following condition:

- 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.*

VOTE:

The motion passed unanimously.

REPORT FROM THE ZONING ADMINISTRATOR

The Village Trustees were given notice of two reviews that are happening in Moretown. If it comes to an ACT 250 permit the Planning Commission may be noticed as an adjacent land owner. The building is located off Rte. 2 at the location behind where the Juniper Fare Restaurant is currently located. Jeff Whalen offered to attend the upcoming Development Review Board hearing in Moretown .

APPLICATION 40-10-V, JEFF HACHMANN, ALCHEMY CANNING, LTD

At 7:50 pm the chair opened the site plan review for application 40-10-V, Jeff Hachmann, Alchemy Canning, LTD for changing the use of a portion of the existing mixed-use light industrial/business professional office building at 35 Crossroad in Colbyville, to retail space associated with a beer canning and sales facility with tours for the general public.

Present were the applicant, Jennifer Kimmich, and an adjoining landowner and current business tenant of the building at 35 Crossroad, Amy Kinsell.. Both were sworn in.

The light industrial use is currently permitted. The retail space requires site plan review. Parking, outdoor lighting and landscaping would not change.

The public portion of the hearing was closed at 8:45 pm.

EXHIBITS:

- Exhibit A Zoning Permit Application
- Exhibit B Site Plan as revised 5-9-97
- Exhibit C Site Grading Plan dated 4-28-06
- Exhibit D Floor Plans and Elevations
- Exhibit E Narrative Description of the Alchemist Cannery

FINDINGS OF FACT:

General Description:

This project is a change of use for approximately 800 sq. ft. on the first floor of the former Green Mountain Chocolate Building at 35 Crossroad, from light industry/business professional offices to retail. The current use of approximately 4,600 sq. ft. of space on the first floor is business professional offices and light industry and the balance of this area will remain in the same use. The approximately 2,500 sq. ft. second floor of the building will be used primarily for storage of materials.

The building will be used for a 15-barrel beer brewery and canning operation. The retail space will be used for selling beer and related retail items. There will be limited tour component to the business that will be primarily self-guided. The typical hours of operation for the brewery will be 8:00 a.m. to 5:00 p.m., seven days per week. The hours of operation for the retail space will be 9:00 a.m. to 9:00 p.m., seven days per week. The tours will take place primarily during these hours that the retail shop is open. There will be a maximum of five employees during the busiest time.

The exterior of the building including the existing handicap ramp will remain unchanged. The project will be as shown on Exhibits B through E and is further detailed as follows:

Traffic Access:

Vehicular access will be via the existing curb cut on Crossroad. The curb cut and associated ditches and drainage structures will remain unchanged. The nearby intersection of Crossroad and Waterbury-Stowe Rd. (Route 100) is known to be problematic, especially for left turns from Crossroad onto Waterbury-Stowe Rd. The small amount of additional vehicular traffic from this project will have a minimal additional impact on this intersection.

Circulation and Parking:

Vehicular circulation on the site will remain unchanged as shown on the Site Plan, Exhibit B. The circulation pattern will accommodate trucks maneuvering in and out of the loading dock.

The existing parking area has 15 spaces plus three parallel spaces along the main entrance drive for a total of 18 spaces, as shown on Exhibit B, the Site Plan. The minimum parking requirement is three spaces for the retail space plus five spaces for the employees for a total of eight spaces. The remaining seven spaces will be available for additional members of the general public who are visiting the brewery and retail shop.

Landscaping, Screening, and Lighting:

All the existing landscaping and screening will remain undisturbed as shown on the Site Plan, Exhibit B.

The dumpster is located near the loading dock. It is screened from view from the neighboring properties and the road by existing vegetation. The dumpster will be emptied between the hours of 8:00 a.m. and 5:00 p.m.

There will be two exterior lights added for the building. One will be a pass door light at the rear door that will be a maximum of 100-watt incandescent or more energy-efficient equivalent. The second will

be a Wall Pac light over the loading dock at the rear of the building that will be a maximum 150-watt metal halide or more energy efficient equivalent. Both of these lights will be downcast and shielded and will be turned on by motion sensors. The existing pole lights in the rear of the building are controlled by photocells and are on all night for security purposes.

Conclusion:

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

MOTION:

Jeff Whalen moved and Joel Baker seconded the motion to approve application 40-10-V for Jeff Hachmann, Alchemy Canning, LTD a site plan review for changing the use of a portion of the existing mixed-use light industrial/business professional office building at 35 Crossroad in Colbyville, to retail space associated with a beer canning, sales facility with tours for the general public 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 of the building require a revision of the site plan.*

VOTE:

The motion passed unanimously.

DISCUSS DRAFT SUBDIVISION REGULATIONS

The subcommittee will be meeting after the holidays.

DISCUSS DRAFT FLOOD HAZARD AREA REGULATIONS

1. A draft letter written by Joel Baker was handed out with the intention that it be delivered to the Waterbury Select Board and the Village Board of Trustees.
2. The letter will be amended and delivered to both boards prior to their next meetings.

PLANNER'S REPORT

1. Energy-efficient LED street lights will be going up. They are here and ready to be installed.
2. Steve Lotspeich is working with the Library on a land swap for a proposed new Library site.
3. Mr. Lotspeich met with the Select Board and presented the proposed Planning Dept. budget for 2011. Revision of the Municipal Plan is a top priority for the upcoming year. 2010 census data will allow the Town to start revision the data in the Municipal Plan.
4. Handling the transition to a DRB will also be a priority.

ADJOURNMENT

Meeting adjourned at 9:25 p.m.

Respectfully Submitted,



Patti Spence

****THESE MINUTES WERE APPROVED ON January 19, 2011 ****