

**WATERBURY PLANNING COMMISSION  
MEETING  
Wednesday, April 20, 2011  
Approved Minutes**

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Members: Darren Higgins, Chair; Craig McKenzie; Jason Wulff; Jeff Whalen  
Staff: Stephen Lotspeich; Patti Spence  
Public: Natalie Howell-Sherman, Everett Coffey; Georgiana Bjornlund, Niall Bjornlund  
Applicants: Green Mountain Coffee Roasters represented by Steven Shackett, Project Manager

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Darren Higgins opened the meeting at 7:05 p.m.

**REVIEW MINUTES**

The minutes of April 6, 2011 were reviewed.

**MOTION**

Jason Wulff moved and Jeff Whalen seconded the motion to approve the minutes of April 6, 2011, as amended.

**VOTE**

The motion passed unanimously.

**APP. NO. 32-10-T, WARREN NELSON**

The application for the Planned Unit Development subdivision has been withdrawn.

**APP. NO. 08-11-V, COFFEY COMMERCIAL PROPERTIES LLC, GREEN MOUNTAIN COFFEE ROASTERS (GMCR)**

At 7:15 p.m. Darren Higgins opened the site plan review for App. No. 08-11-V, for a proposed 460 sq. ft. salt shed, 900 sq. ft. tent structure, additional business professional office space, and an addition to the existing wood shop at the existing GMCR maintenance facility at 110 S. Main Street.

Those offering testimony were sworn in.

Testimony offered by the applicant:

1. The site is located in Industrial Zoning District and in the Mixed Use Sub-district of the Downtown Design Review Overlay District.
2. One bay in the existing building is currently being used for the storage of road salt.
3. There is no new exterior lighting in the plan.
4. The typical hours of operation are 8:00 a.m. to 5:00 p.m. with one night manager who works from noon to 9:00 p.m.
5. 19 parking spaces are identified with 11 employees.
6. There are plans to hire one additional staff member.
7. There is a tent, that is not permitted, which has a dumpster for scrap metal and a trash dumpster.
8. There is an additional recycle dumpster on the property, located outside of the tent.
9. The concrete portion of the walls of the new salt shed will be 4 feet below ground and 8 feet above ground.

10. The salt shed is empty in the off-season.
11. Start time is approximately 5:00 a.m. on a snow day, earlier as needed; One salt truck is used by GMCR.
12. The Village of Waterbury fills their sidewalk plow with salt at this location.

Testimony from adjacent landowner Georgiana Bjornlund, and Niall Bjornlund:

1. The tent structure was never permitted and encroaches on the setback to this landowner's property therefore, the tent does not meet the setback requirements.
2. There is a concern about the amount of trash that is stored at this site.
3. There is a concern that the salt being stored could leach and possibly contaminate the neighboring property at some point in future requiring clean up.
4. They will check with their tenant regarding any concerns with noise at this site.

Testimony from the Community Planner:

1. The existing garage/shop/office building on the site does not meet the setbacks, but the building pre-exists the enactment of Zoning in the Village of Waterbury.

At 8:15 p.m. the site plan review was continued to May 4, 2011 at 7:15 p.m.

**APP. NO. 06-11-V, GRENIER LAND CO.,**

At 8:21 p.m. the site plan review was opened for App. No. 06-11-V, Grenier Land Co., for the creation of an access right-of-way less than 50' in width to serve a proposed two-lot subdivision located in the vicinity of 136 and 155 Demeritt Pl.

The applicant was sworn in.

Testimony offered by the applicant:

1. The need for a review is that the Zoning Administrator can only approve a right-of-way that is at least 50' in width.
2. Lot 2A would be 1.3 acres and Lot 2B would be 1.9 acres, both meeting the minimum lot size requirement for the Industrial Zoning District where the property is located.
3. The application has been referred to the Village Board of Adjustment for a request for a variance to the setback requirements.

**EXHIBIT LIST:**

- Exhibit A Zoning Permit Application
- Exhibit B 2-Lot subdivision Plan dated 3-28-11
- Exhibit C Letter to Alena Schnarr dated 3-28-11
- Exhibit D Notice sent to Adjacent Landowners dated 4-6-11

This review is for the creation of an access right-of-way less than 50' in width to serve a proposed two-lot subdivision located in the vicinity of 136 and 155 Demeritt Pl. The site is in the Industrial Zoning District. The application is to subdivide the existing 3.3-acre Lot #2 into Lot #2A of 1.3+/- acres and Lot #2B of 1.9+/- acres. Lot #2A will contain the existing buildings at 136 and 155 Demeritt Pl. Lot #2B will contain the four existing mini-storage buildings as shown on Exhibit B, 2-Lot Subdivision Plan. The proposed right-of-way on Lot #2A for access to Lot #2B is a minimum of 25' in width that expands to a maximum of 54' in width. The 25' wide section of the proposed right-of-way is limited

to that width due to the proximity of the existing building at 136 Demeritt Pl. to the existing storage warehouse that is on land leased from the railroad.

Lots #2A and #2B will meet the minimum lot size for the Industrial Zoning District. However, setbacks to the proposed subdivision line for the garage for the building at 155 Demeritt Pl. and the "Extra Room" Storage Building 2 will not be met. The applicant has applied to the Village of Waterbury Zoning Board of Adjustment for variances from the setbacks in this area.

### **MOTION:**

Craig McKenzie moved and Jeff Whalen seconded the motion to approve Application No. 06-11-V, Grenier Land Co., for the creation of an access right-of-way to serve a proposed two-lot subdivision located in the vicinity of 136 and 155 Demeritt Place. 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.

### **PLANNER'S REPORT**

1. There is a community event planned on April 27th at 81 Demeritt Place to get input for and to continue plans for the bicycle and pedestrian master plan project.
2. Thomas Amatulli has requested to relocate a small portion of the fencing at his property at 1024 Waterbury-Stowe Rd. where the Pizza Shoppe is located, to accommodate sandwich board signs. The Planning Commission decided that this re-location of the fence would not require a revision to the approved site plan for the property.
3. The Land and Water Conservation Fund land conversion process at the site for the proposed library is underway.
4. The Waterbury Conservation Commission is working on a project dealing with the wildlife corridor that crosses Route 100 in the vicinity of Shutesville Hill just south of the Stowe town line. A meeting is being held with the landowners in that area on May 3rd to discuss the project.
5. The findings for both fire stations say that the lights will not be on during the night except when the stations are in use. But this has become a problem at night because the keypads to get in rear doors are not visible at night without a light. The Town would like to have the lights at the rear doors to the fire stations on all night long for emergency access to the buildings. They would also like to put solar powered lights on the bell in the tower on the Main St. station. The Planning Commission determined these changes should come in for site plan review.
6. Regarding the draft Flood Insurance Rate Maps (FIRM), the topographic information for the area along S. Main St. between Elm St. and Park Row is being assembled and will be sent to the FEMA office in Boston very soon. The Town has come to an agreement with Ned Swanberg with the State of Vermont, that there are significant problems with the new mapping. The state is now willing to assist the municipality in requesting a Letter of Map Revision for the area in question.

**ACTION ITEMS**

Action Item	Follow Up 1	Follow Up 2	Follow Up 3
3/16/11: The Zoning Administrator is to review the development activity at McDermott/Blush Hill Meadows property of Blush Hill Rd., including examining the clearing limits to see if they are in compliance with the Site Plan Review approval.	04/06/11 Alena met with Dean Salvas to review. Mr. Salvas is getting the Sediment and Erosion Control plans. Another meeting will take place.	4/20/11 Received the plans. Next meeting to be scheduled.	
3/16/11: PC to discuss sign regulations, especially in light of the issues discussed that are related to the proposed signs for the new fire stations.	4/20/11 The Fire Dept. has designed a sign that complies with the zoning regulations.		
3/16/11: There was a meeting on 3/23/11 at GMCR regarding the Waterbury LEAP group that is working on a plan to integrate the bike and pedestrian facilities in the area.	4/6/11: Steve Lotspeich attended. The mapping of the corridors was reviewed and is underway.	4/20/11: Community input meeting scheduled for 4/27/11.	

**ADJOURNMENT**

The meeting was adjourned at 9:10 p.m.

Respectfully Submitted,

*Patti Spence* <sup>SKH</sup>

Patti Spence  
Secretary

\*\*THESE MINUTES WERE APPROVED ON May 4, 2011 \*\*