

WAITSFIELD DEVELOPMENT REVIEW BOARD MEETING AGENDA

Tuesday, January 9th, 2024 @ 7:00pm
Meeting to be held in-person and via Zoom

**PUBLIC ACCESS TO THIS MEETING WILL BE AVAILABLE BOTH IN-PERSON
AT THE TOWN OFFICES OR REMOTE VIA ZOOM. TO PARTICIPATE
REMOTELY, PLEASE USE THE FOLLOWING LINK:**

<https://us02web.zoom.us/j/9190265312>

Meeting ID: 919 026 5312

Or call: 1 929 205 6099

**Development
Review Board
Members**

Duncan Brines
John Donaldson,
Chair
Gib Geiger
Steve McKenzie,
Vice-Chair
Rudy Polwin
James Tabor
Jonathan Ursprung

**Planning & Zoning
Administrator/
E911 Coordinator**
J.B. Weir

**Town
Administrator**
Annie Decker-
Dell'Isola

Town Clerk
Jennifer Peterson

Treasurer
Randy Brittingham

**Waitsfield Town
Office**
4144 Main Street
Waitsfield, VT
05673
(802) 496-2218

1. CALL TO ORDER

2. REVISIONS TO AGENDA, IF ANY

3. PUBLIC FORUM

4. Application #4163-CU by Eric Koepele off 547 Airport Road, Waitsfield VT. Applicant requests a front setback waiver down to 52.5 feet for a building envelope off Airport Road and Bertha Springs Road. The parcel is identified as #06006.000 in the Agricultural-Residential District.

5. APPROVAL OF MINUTES – November 28, 2023

6. ADJOURNMENT

7. DELIBERATIONS

Documents related to the above item(s) are available for review in the Town Office, on the town website, and via email. Reasonable accommodations shall be provided upon request to ensure that the meeting is accessible to all individuals regardless of disability. Please contact the Planning & Zoning Office and at 496-2218 x4 for more information.



DEVELOPMENT REVIEW BOARD

STAFF REPORT by J.B. Weir for January 9, 2024 Meeting

Application #:	4163-CU
Land Owner:	Rosemary & David Eric Koepele
Property Address:	547 Airport Road
Parcel Number:	06006.000 in the Agricultural-Residential District
Meeting Dates:	January 9, 2024
Proposal/Type:	Requesting front setback waiver down to 52.5 feet for proposed building envelope.

A. GUIDING ORDINANCE and POLICY PROVISIONS

1. [Town of Waitsfield Zoning Bylaws](#), as adopted March 2, 1971 and amended through September 28, 2020:
 - a. Table 2.07 Agricultural-Residential District
 - b. Section 5.03 Conditional Use Review
 - c. Section 6.05 (E) Setback Waivers
2. [Waitsfield Town Plan](#), as adopted on December 18, 2017.

B. MATERIALS SUBMITTED

1. On December 15, 2023, the applicant submitted a conditional use application #4163-CU, Zoning permit application #4163, responses to General and Specific Review Standards, narrative, written waiver request, and a site plan titled “Eric Koepele – Setback Waiver for Building Envelope – Airport & Bertha Spring Roads”, Sheet S-2, dated 11/7/2023 (McCain Consulting).

C. PROPOSED FINDINGS OF FACT

1. The property is located at 547 Airport Road and consists of the remnants of a former camp. The parcel is identified as 06006.000 in the Agricultural-Residential District.
2. The parcel is a corner lot with frontage on both Airport Road and Bertha Springs Road.

3. Applicant requests approval of a maximum 30% front setback waiver (down to 52.5 feet) for a building envelope. The front setback waiver is requested for both Airport Road and Bertha Springs Road. Per Section 3.07 F of the Zoning Bylaws, a corner lot shall have only front and rear yards.
4. Per applicant's submittal, the request is triggered by a change in Vermont Wetland Rules. Applicant submits that "The property, when purchased, contained a large Class 3 wetland, but there was sufficient upland area on the parcel to support a house site, driveway, and other associated infrastructure for a single-family home. Due to a change in the Vermont Wetland Regulations that occurred in 2010, the class 3 wetland that existed was reclassified to a class 2 wetland, which requires a 50' vegetated buffer around the wetland to remain in an undisturbed state." Due to the change in classification and newly-required buffer, applicant submits that there will be no buildable area without the front setback waiver "as the VT wetlands program requires an addition 10' separation from the building envelope to the wetland buffer to facilitate construction of the future structure."
5. Pursuant to Table 2.07 (D), the minimum front setback for the Agricultural-Residential District is 75 feet. Due to the change in State Wetlands rules, applicant is requesting a front setback waiver down to 52.5 feet.
6. Pursuant to Section 6.05 (E), the DRB may grant a waiver of building setbacks for a *new accessory structure or an addition or expansion of an existing structure* as a conditional use reviewed in accordance with Section 5.03 and subject to the following:
 - a. The parcel associated with the waiver request was legally in existence prior to January 1, 2009;
 - b. The Board may allow for a reduction in of the front, side and rear setback, providing the reduction will not adversely impact the use and enjoyment of adjacent parcels, and the reduced setback complies with all conditional use standards set forth in Section 5.03; and
 - c. The waiver of the setback standard is consistent with the predominant building setbacks within the surrounding area of the parcel, and does not result in a reduction of the setback standard for the district in which the parcel is located by greater than 30% (e.g., a 50-foot setback may be reduced in accordance with this provision by up to 15 feet).

7. The date the subject parcel was created is not known. However, per the Town's lister card for the subject parcel, the applicants purchased the property on 1/29/2007.
8. No impact to the use and enjoyment of adjoining parcels is anticipated. There are two adjoining parcels: the Estes Landing housing development and an undeveloped parcel (# 06006.100) off Bertha Springs Road. Only the landowner of the Estes Landing development has reached out to the PZA, and no concerns have been expressed with regard to the setback waiver.
9. Given that the rear yard setback for the Agricultural-Residential District is 75 feet and that the applicant is requesting a waiver down to 52.5 feet from the centerlines of both Airport Road and Bertha Springs Road, the existing and proposed location constitutes a 30% reduction of the setback standard, which satisfies the 30% maximum allowance under subsection c above. The maximum reduction allowable under subsection c for a 75-foot setback is 22.5 feet. The applicant is requesting 22.5 feet.
10. The PZA submits, however, that the applicant's proposal does not qualify for a setback waiver as set forth in Section 6.05 (E). Pursuant to Section 6.05 (E), the DRB may grant a waiver of building setbacks for a *new accessory structure or an addition or expansion of an existing structure*. Applicant's proposal, however, is tailored to a reduction for a building envelope alone – no principal structure exists for addition or expansion, and there can be no accessory structure without an existing principal structure. Furthermore, there is no building proposed whatsoever.
11. As the subject parcel was not created via subdivision, an application for a subdivision amendment to adjust the building envelope is not an available avenue for relief.
12. Accordingly, the PZA submits that a variance is the only proper standard from which the applicant can seek relief.
13. Pursuant to Section 6.05 (A), the Board may grant a variance, and render a decision in favor of the appellant, only if all of the following facts are found, and the findings are specified in its written decision: (1) that there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that unnecessary hardship is due to such conditions and not the circumstances or conditions generally created by the provisions of the regulations in the neighborhood or district in which the property is located; (2) that because of such physical circumstances and conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning regulation and that the authorization of a

variance is necessary to enable the reasonable use of the property; (3) that the unnecessary hardship has not been created by the appellant; (4) that the variance, if authorized, will not alter the essential character of the neighborhood or district in which the property is located, substantially or permanently impair the appropriate use or development of adjacent property, reduce access to renewable energy resources, nor be detrimental to the public welfare; and (5) that the variance, if authorized, will represent the minimum that will afford relief and will represent the least deviation possible from the zoning regulation and from the plan.

14. Although applicant has not specifically addressed the statutory variance criteria, the PZA submits that applicant's narrative satisfies the criteria as set forth in Section 6.05 (A). Per submittal, applicant states that "The property, when purchased, contained a large Class 3 wetland, but there was sufficient upland area on the parcel to support a house site, driveway, and other associated infrastructure for a single-family home. Due to a change in the Vermont Wetland Regulations that occurred in 2010, the class 3 wetland that existed was reclassified to a class 2 wetland, which requires a 50' vegetated buffer around the wetland to remain in an undisturbed state. The new constraint of the wetland buffer significantly reduced the amount of upland area available on the parcel. When taking into account the wetland buffer and the 75' front setback requirement from both Bertha Springs Road and Airport Road, if no setback waiver is granted there will be no buildable area on the lot, as the VT wetlands program requires an additional 10' separation from the building envelope to the wetland buffer to facilitate construction of the future structure." As mentioned above, relief via a setback waiver or subdivision amendment is not available.
15. No permits have been issued for the subject property.
16. A public hearing will be held on Tuesday, January 9th, 2024. Notice was sent to *The Valley Reporter* on December 20, 2023 and it appeared in the December 21, 2023 issue of *The Valley Reporter*. Abutting property owners were sent notice on December 20, 2023.

Town of Waitsfield Conditional Use Permit Application

Town of Waitsfield, 4144 Main Street, Waitsfield, Vermont 802-496-2218

(Please complete both front and back portions of this form and submit to the Zoning Administrator)

Owner/Applicant: Rosemary and David Eric Koepele Telephone #'s: 516 356 0326
(If not owner, letter from owner authorizing agent status is required.)

Mailing Address: 212 Bay Ave, Huntington, NY 11743

Location of Property: Airport Rd/Bertha Springs Rd Parcel ID #: 006006000

Flood Hazard Zone? no Area/Acreage of Lot: 3.9 acres

Proposed use, activity, construction, etc. (check applicable item):

- | | |
|--|--|
| <input type="checkbox"/> Access approval (see 3.02) | <input type="checkbox"/> Adaptive re-use of historic barn (see 4.02) |
| <input type="checkbox"/> Building height extension (see 3.06) | <input type="checkbox"/> Change to a non-conforming use (see 3.08.B) |
| <input type="checkbox"/> Commercial water extraction (see 4.04) | <input type="checkbox"/> Expansion of existing conditional use |
| <input type="checkbox"/> Expansion of non-conforming structure (see 3.08.A) | <input type="checkbox"/> Extraction of earth resources (see 4.05) |
| <input type="checkbox"/> Flood hazard area review (see FHA Overlay District) | <input type="checkbox"/> Home business (see 4.06.B) |
| <input type="checkbox"/> Mixed Use (see 4.07) | <input type="checkbox"/> Mobile home park (see 4.08) |
| <input type="checkbox"/> Non-residential parking in front yard (see 3.09.A) | <input type="checkbox"/> Parking or loading waiver (see 3.09.C) |
| <input type="checkbox"/> Public facility (see 4.10) | <input type="checkbox"/> Sign (see 3.11.G.) |
| <input type="checkbox"/> Unspecified parking approval | <input type="checkbox"/> Telecommunication facility (see 4.11) |

Request for setback waiver and amended building envelope in order to conform with wetland regulations that were enacted following the approval of building plans for the site

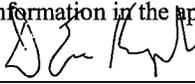
Please attach one 11"x17" maximum site plan and all other documentation as may be required in Article V, Section 5.3. Bring one set of 18"x 24" or larger site plans to the meeting.

Please provide the names of adjacent property owners (use additional sheet if needed) and stamped addressed envelopes for each.

(Please complete the next page of this form.)

Please note that this application does not automatically qualify you for a state permit. Contact the Permit Specialist at 802-476-0195.

I represent that the information in the application is true and that I am authorized to file this application.

Signature:  Date: 11.14.2023

Please print: David Eric Koepele

Office Use Only	
Application Number: <u>4163-CU</u> <small>(from Zoning Application)</small>	Date Referred: <u>12/19/23</u>
Zoning District: <u>Ag-Res</u>	Curb Cut Required: _____
Meeting date(s): <u>1/9/24</u>	
Decision: _____	

General Standards. According to Article V, Section 5.03 of the Waitsfield Zoning By-Law, the Development Review Board (DRB) shall determine and rule that such proposed conditional use will not adversely affect the following general standards. Please respond to each of the following:

A. The capacity of existing or planned community facilities:

n/a

B. The character of the area affected:

n/a

C. Traffic on roads and highways in the vicinity:

n/a

D. Any land use or land development regulations or ordinances of the town of Waitsfield then in effect:

n/a

E. Utilization of renewable energy resources.

n/a

Note: Each zoning district and many of the proposed uses have specific standards that must be met for a conditional use permit. Attach additional sheets as necessary.

Specific Standards. In addition to the General Standards above, the DRB shall consider whether the following standards are applicable to the application due to site conditions and/or the scale and intensity of the proposed use. Please respond to the following as applicable; use additional sheets as necessary:

1. Protection of natural resources (see Section 5.03.D.1.).

n/a

2. Design and location of structures (see Section 5.03.D.2.).

a 30% road setback waiver is being requested

2.a. Village Residential and Village Business District standards (see Section 5.03.D.2.a.)

n/a

2.b. Irasville Village District standards (see Section 5.03.D.2.b.)

n/a

2.c. Agricultural-Residential and Commercial Lodging District standards (see Section 5.03.D.2.c.)

n/a

2.d. Route 100 and scenic roads standards (see Section 5.03.D.2.d.)

n/a

3. Traffic and pedestrian circulation (see Section 5.03.D.3.).

n/a

4. Parking, Transit & Service Areas (see Section 5.03.D.4.).

n/a

5. Stormwater management (see Section 5.03.D.5.).

n/a

6. Lighting (see Section 5.03.D.6.).

n/a

7. Landscaping and screening (see Section 5.03.D.7.).

n/a

8. Water and wastewater systems (see Section 5.03.D.8.).

n/a

9.a. Performance standards: Fire and explosion (see Section 5.03.D.9.a.).

n/a

9.b. Performance standards: Vibration (see Section 5.03.D.9.b.).

n/a

9.c. Performance standards: Noise (see Section 5.03.D.9.c.).

n/a

9.d. Performance standards: Odor (see Section 5.03.D.9.d.).

n/a

9.e. Performance standards: Emissions and air pollution (see Section 5.03.D.9.e.).

n/a

9.f. Performance standards: Heat (see Section 5.03.D.9.f.).

n/a

9.g. Performance standards: Direct glare (see Section 5.03.D.9.g.).

n/a

9.h. Performance standards: Indirect glare (see Section 5.03.D.9.h.).

n/a

9.i. Performance standards: Liquid and solid wastes (see Section 5.03.D.9.i).

n/a

10. Utilities (see Section 5.03.D.10.).

n/a

Additional Narrative or Background. You are invited to use the space below to provide additional background, information, or other details about your proposal that is not provided elsewhere on your Zoning Permit application form or this Conditional Use application form.

~~This is a fully approved building lot since 2005. The lot was purchased by the owners to provide accesst to Bertha Springs that did not require a new intersection on Rte 100. At the time of the acquisition, the town had not asked or required the owners to find access other than via Rte 100 but was pleased when the owners purchased the lot and moved Bertha Springs access from Rte 100 to Airport Rd. This lot remained undeveloped in part due to the 2007/9 financial turbulence. More recently the State changed buffering regulations for class 2 wetlands which caused the building envelope on the lot to become untenable. The value of the property without a building envelope of sufficient size is diminished if not reduced to near \$0. Throughout the ownership of the property the owners have paid taxes on land value based on a buildable housing envelope.~~

TOWN OF WAITSFIELD, VERMONT

APPLICATION FOR A ZONING PERMIT

4144 Main Street, Waitsfield, VT 05673

802-496-2218; Fax: 802-496-9284

Application #: 4163 Date Received: 12/15/13 Fees: Zoning...
Parcel #: 0606.020 Zoning District: Ag-Res DRB: 2.15
Special Zoning Areas: Newspaper:
Approved (or Denied) by ZA on: Total: 2.15
Referred to DRB because: Setback Violations
Meeting Date(s): 1/9/14
Decision:
Comment:

Owner: Rosemary & David Eric Koepele Phone: 516 356 0326
Mailing Address: 212 Bay Ave, Huntington NY 11743
Location of Property: Airport Rd/Bertha Springs Rd intersection
Existing Use: approved and undeveloped building site
Name of Business: (if applicable)

Application is made to: erect, repair, alter, extend, remove, change use, other
Site Plan: Enclosed, On next page, Roads: Private, Town, State
Type of Construction: Foundation, Exterior Walls, Roofing, Estimated Cost of Construction

Lot Size/Acreage of Lot: 3.9 acres Frontage along Road: Airport Rd, Bertha Springs Rd

After construction of the proposed structure, what will the setback be on the
Front Side (from road centerline)... Left Side...
Right Side... Rear...
Nearest streambank/riverbank/pond... n/a % grade/slope from development to bank...

Existing Structures/Use:

Existing square footage... Total:
Height of tallest structure:

Proposed Structures:

Proposed use: (ie, garage, shed, barn, etc.) Square footage: (exclude attics < 7 1/2' high and below-grade basements):
house Height: ; 1st floor: 2nd floor: 3rd floor: Total:
garage Height: ; 1st floor: 2nd floor: 3rd floor: Total:
Total proposed square footage:

Building Coverage %: 4.6% (perimeter of floor space including porches, balconies, roof overhangs > 30")

Lot coverage %: 23% (all ground cover including driveways, walkways, etc.)

Parking spaces have: 4 were approved need: 4

prior to change in wetlands rules

Site Plan: The box below represents your property. Draw your existing buildings and proposed buildings here. Identify all existing and proposed buildings and all front, back, and side measurements from all buildings. Please provide a separate sketch showing the height of the building.

please see attachment

THIS SECTION PERTAINS ONLY TO THOSE REQUESTS REQUIRING CONDITIONAL USE REVIEW BY THE DEVELOPMENT REVIEW BOARD:

(Refer to Sections 5.2 and 5.3 of the Waitsfield Zoning Bylaws)

- 1. Application Requirements (5.2)
- 2. Conditional Use Review Criteria: Submit responses to each of the review criteria listed.
- 3. Stamped addressed envelopes for all abutters (list below)

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.....

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THIS SECTION PERTAINS TO THOSE REQUESTS FOR DIMENSIONAL VARIANCE AND THEREFORE DEVELOPMENT REVIEW BOARD REVIEW:

(Refer to Section 6.5 of the Waitsfield Zoning Bylaws)

- 1. Submit narrative with application.
- 2. Stamped addressed envelopes for all abutters (list below)

.....

Due to changes in the State wetland buffer regulations after the approval of the site plan, this is...
 a request for a setback waiver in order to maintain a building envelope sufficiently large for a
 house with a 1250 and a garage with a 500 square foot footprint.....

~~Other facts for the Development Review Board to consider:~~
 This is a fully approved building lot since 2005. The lot was purchased by the owners to provide access to Bertha Springs that did not require a new intersection on Rte 100. At the time of the acquisition, the town had not asked or required the owners to find access other than via Rte 100 but was pleased when the owners purchased the lot and moved Bertha Springs access from Rte 100 to Airport Rd. This lot remained undeveloped in part due to the 2007/9 financial turbulence. More recently the State changed buffering regulations for class 2 wetlands which caused the building envelope on the lot to become untenable. The value of the property without a building envelope of sufficient size is diminished if not reduced to near \$0. Throughout the ownership of the property the owners have paid taxes on land value based on a buildable housing envelope.

No Certificate of Occupancy/Compliance shall be issued for any use and/or structure unless constructed and completed in conformity with the representations contained in the application for the zoning permit.

The undersigned hereby applies for a Zoning Permit to be issued on the basis of the representations contained here, and to the best of his/her knowledge believes them to be true.

PLEASE NOTE THAT THIS APPLICATION DOES NOT AUTOMATICALLY QUALIFY YOU FOR A STATE PERMIT. CONTACT THE STATE PERMIT SPECIALIST AT (802) 476-0195.

Signature.....  Phone(s)..... 516 356 0326 Date..... 11.14.2023

Please print your name legibly..... David Eric Koepele

If this request is to be reviewed by the Development Review Board, then the completed application must be received 25 days in advance of the meeting.

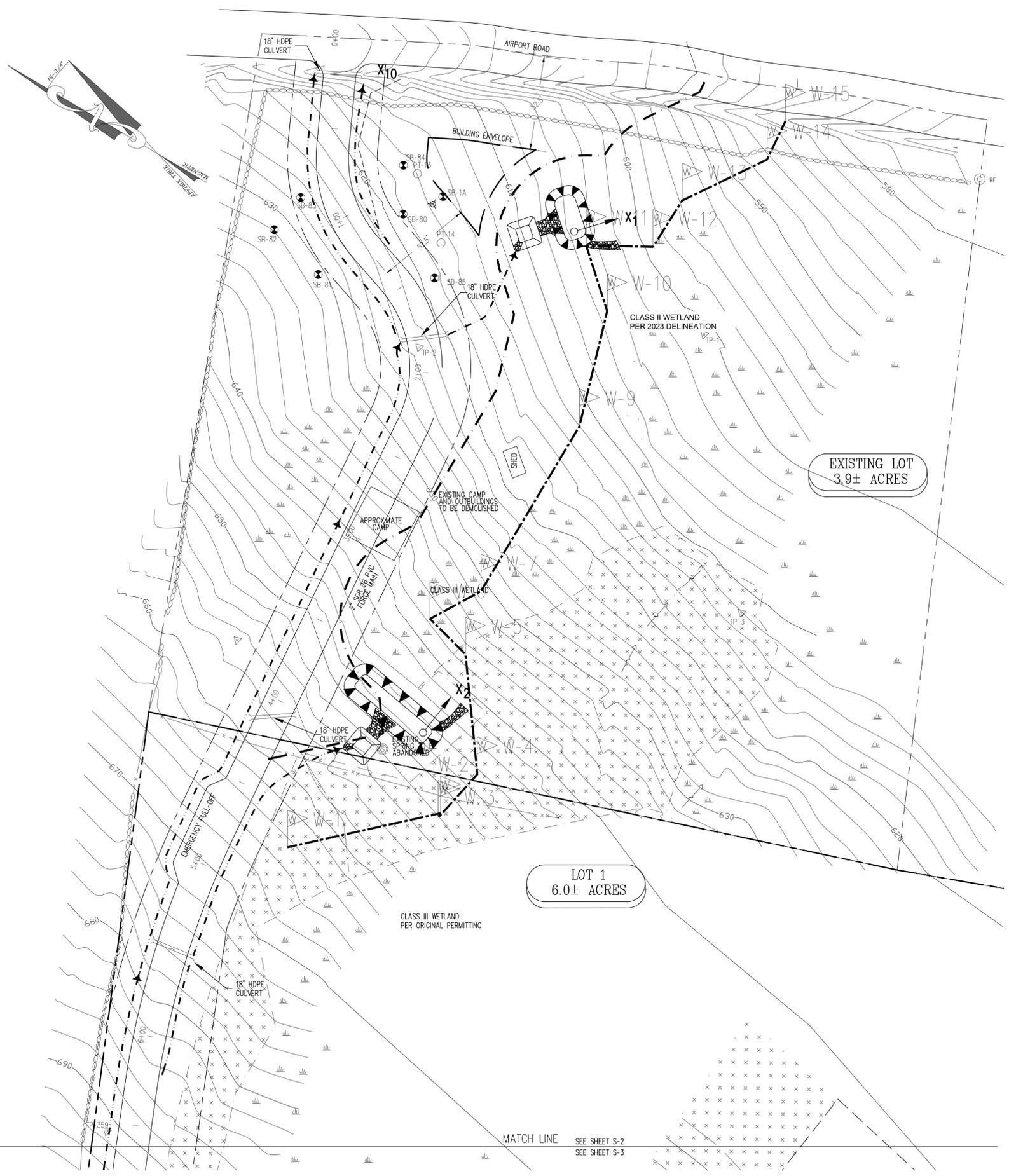
The lot has been legally in existence since before we purchased the parcel back in 2005. The property, when purchased, contained a large Class 3 wetland, but there was sufficient upland area on the parcel to support a house site, driveway, and other associated infrastructure for a single-family home. Due to a change in the Vermont Wetland Regulations that occurred in 2010, the class 3 wetland that existed was reclassified to a class 2 wetland, which requires a 50' vegetated buffer around the wetland to remain in an undisturbed state. The new constraint of the wetland buffer significantly reduced the amount of upland area available on the parcel. When taking into account the wetland buffer and the 75' front setback requirement from both Bertha Springs Road and Airport Road, if no setback waiver is granted there will be no buildable area on the lot, as the VT wetlands program requires an additional 10' separation from the building envelope to the wetland buffer to facilitate construction of the future structure. In my opinion the setback waiver should be granted, as the lot was previously in existence prior to 1/1/09, it will not adversely impact the use and enjoyment of adjacent parcels, and the requested relief does not exceed the 30% maximum allowed by the Rules.

Request for setback waiver and amended building envelope

A 30% road setback waiver is being requested in order to conform with wetland regulations that were enacted following the approval of building plans for the site.

The lot was fully approved as a building lot by the town and all state agencies in 2005. The property has remained undeveloped in part due to 2007/9 financial turbulence. More recently the State changed buffering regulations for class 2 wetlands which caused the building envelope on the lot to become untenable. Throughout the ownership of the property the owners have paid taxes on land value based on a buildable housing envelope.

Allowing 30% setback waivers from Airport Rd and Bertha Springs Rd facilitates a building envelope that is large enough for a modest sized house while respecting current regulations for wetlands buffers.

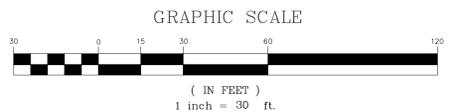


Setbacks:
 The following are general setback distances that must be met unless otherwise authorized by the permitting authority and/or the consultant. This list does not necessarily include all required setback distances and the listed setback distances may not apply to all sites:

ITEM	LEACHFIELD	SEPTIC TANK	SEWER
DRILLED WELL	SEE PLAN	50	50
SPRING	SEE PLAN	75	75
LAKES, PONDS, IMPOUNDMENTS	50	25	25
RIVERS, STREAMS	50	25	10
PROPERTY LINE	25	10	10
ROADWAY, DRIVEWAY, PARKING LOTS	10	5	SEE PLAN
TREES	10	10	10
SERVICE WATER LINE	25	25	SEE PLAN

LEGEND

- △ TP-1 Traverse Point
- SB-1 Test Pit
- PT-1 Percolation Test
- ⊙ IR Iron Rod Found
- ⊙ W Proposed Well
- ⊙ L/L Latitude/Longitude Point
- ⊙ B Benchmark
- ⊙ E-10 Wetland Flag
- ⊙ S Class II Wetland
- ⊙ Existing Spring
- W — Water Line
- 100 — 10' Contours
- 2' — 2' Contours
- ⊙ Wetland Boundary
- — Property Line
- - - - - Property Line - Existing Lot
- — — — — Right of Way Line
- - - - - Building Envelope
- - - - - Septic/Sewer Line Casement
- ⊙ Stone Wall
- ⊙ Culvert
- — — — — Stream



Topography by Total Station
 Contour Interval 2'
 Assumed Datum

THE CONTRACTOR SHALL REVIEW ALL CONSTRUCTION ACTIVITIES, COMPONENT LOCATIONS, SPECIFICATIONS, AND DETAILS PRIOR TO COMMENCEMENT OF SITE WORK AND SHALL NOTIFY MCCAIN CONSULTING OF ANY ISSUES OR DISCREPANCIES THAT ARISE FROM THAT REVIEW.

THIS IS NOT A SURVEY. THIS PLAN DOES NOT MEET THE REQUIREMENTS OF 27 VSA SEC. 1403 FOR THE FILING OF SURVEY PLATS.

PRELIMINARY
 NOT FOR CONSTRUCTION

SITE PLAN
ERIC KOEPELE
 SETBACK WAIVER FOR BUILDING ENVELOPE

AIRPORT & BERTHA SPRINGS ROADS WAITSFIELD, VT

MCCAIN CONSULTING, INC.
 93 SOUTH MAIN STREET
 WATERBURY, VERMONT 05676

SCALE : 1" = 30'
 DESIGNED BY: GMJr PROJECT 22076
 DRAWN BY: GMJr
 CHECKED BY:

DATE: NOVEMBER 7, 2023 SHEET S-2

Town of Waitsfield
DEVELOPMENT REVIEW BOARD
DRAFT Meeting Minutes
November 28, 2023

1. CALL TO ORDER: The meeting was called to order at 7:02 pm, and was held in person at the Waitsfield Town Offices and online via Zoom.

DRB Members Present: Duncan Brines, John Donaldson (Chair), Gib Geiger, Steve McKenzie (Vice-Chair), Jim Tabor, Jonathan Ursprung

Staff: Zoning Administrator JB Weir

Others: Jonny Adler

2. REVISIONS TO AGENDA, IF ANY

No changes were made to the agenda.

3. PUBLIC FORUM

Nobody requested time to address the Board.

4. APPROVAL OF MINUTES

The minutes of November 14, 2023 were approved.

5. Application #4157-CU by Riders Outpost at 7575 Main St., Waitsfield VT. Request to amend the approved Master Plan to replace a shed and water tank with two 126 sq. ft. saunas. As per the Adaptive Redevelopment Overlay standards, amended master plan and PUD approval is required for new uses/structures not identified in the approved master plan. The parcel is identified as #99216.000 in the Agricultural-Residential District and Adaptive Redevelopment Overlay District.

Mr. Adler had nothing to add to his application; he indicated that the work will begin soon rather than waiting until spring.

MOTION: *Mr. Tabor moved to close the hearing for Application #4157-CU. The motion was seconded by Mr. Brines. All voted in favor.*

Mr. Donaldson provided some explanation of when administrative review of amendments to Master Plans is possible, and noted that the Board would consider potential specific allowances for Rider's Outpost when in deliberations. Mr. Adler had suggested that administrative review, when possible, would help streamline the process for everybody involved, and thanked the Board for this information and consideration.

6. OTHER BUSINESS

No other business was taken up by the Board.

7. ADJOURNMENT

The public portion of the meeting was adjourned at 7:16 pm to move into deliberations.

8. DELIBERATIONS

Respectfully submitted,
Carol Chamberlin, Recording Secretary