



WAITSFIELD DEVELOPMENT REVIEW BOARD MEETING AGENDA

Development Review Board Members

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

Planning & Zoning Administrator/ E911 Coordinator

J.B. Weir

Town Administrator

Vacant

Town Clerk

Jennifer Peterson

Treasurer

Vacant

Waitsfield Town Office

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

Tuesday, June 11th, 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

1. CALL TO ORDER

2. REVISIONS TO AGENDA, IF ANY

3. PUBLIC FORUM

4. Application #4184-CU by Sean Lawson/Lawsons Finest Liquids off 155 Carroll Rd., Waitsfield VT. Applicant requests approval to construct a 750 sq. ft. expanded beer garden and outdoor seating area. The parcel is identified as #23003.000 in the Irasville Village District.

5. Sketch Plan Review by Mavis LLC for a 16-unit Planned Unit Development off Mad River Park Road. The parcel is identified as #06001.000 and is located in the Agricultural-Residential District.

6. APPROVAL OF MINUTES – May 28, 2024

7. ADJOURNMENT

8. 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 July 11, 2023 Meeting

Application #:	4184-CU
Land Owner:	Sean Lawsons / Lawsons Finest Liquids
Property Address:	155 Carroll Road
Parcel Number:	23003.000 in the Irasville Village District
Meeting Dates:	June 11, 2024
Proposal/Type:	Expansion of existing conditional use for construction of a 750 sq. ft. deck to expand beer garden and outdoor seating area

A. GUIDING ORDINANCE and POLICY PROVISIONS

1. [Town of Waitsfield Zoning Bylaws](#), as adopted March 2, 1971 and amended through January 8, 2024:
 - a. Table 2.03 Irasville Village District
 - b. Section 3.09 Parking & Loading Standards
 - c. Section 5.03 Conditional Use
2. [Waitsfield Town Plan](#), as adopted on October 9, 2023.

B. MATERIALS SUBMITTED

1. On May 12, 2024, the applicant submitted a conditional use permit application #4184-CU, zoning permit application #4184, responses to General and Specific Review Standards, a cover letter / narrative of the project, and three site plans: “Dog Park Site Plan” (Wagner Hodgson Landscape Architecture dated 5/2/2024), “Detail Landscape Plan” Sheet LI.1 (Wagner Hodgson Landscape Architecture dated 1/3/2017), and “Existing Conditions” Sheet C-1 (Wagner Hodgson Landscape Architecture dated 1/20/2017).
2. On June 6, 2024, the PZA included in the file an email from the applicant concerning the construction plans for the proposed deck.
3. On June 6, 2024, the PZA included in the file an email from State Wetlands Ecologist Shannon Morrison and site plan title “Lawsons Wetland Impact Plan.”

4. On June 7, 2024, the PZA included in the file this Board's decisions in #3734-CU and #3796-CU.

C. PROPOSED FINDINGS OF FACT

1. The property is located at 155 Carroll Road and the principal use is as a taproom and brewery. The parcel is identified as 23003.000 in the Irasville Village District.
2. Applicant proposes an as-built 750 sq. ft. deck just to the east of the entrance to the taproom and adjacent to the existing boardwalk. The deck and surrounding greenspace will be enclosed by a perimeter fence.
3. As proposed, the deck will be at grade level and anchored using helical piles which screw into the ground to minimize disturbance. Applicant proposes no increase in impervious surface, as the deck will extend over an existing grassy area. Per applicant's submittal, some sod will be peeled back and placed elsewhere. Drainage fabric and course stone will be utilized for filtration and drainage underneath the structure.
4. As proposed, the deck satisfies the surrounding setbacks for the Irasville Village District as set forth in Table 2.03.
5. The deck design is proposed to be consistent with the existing boardwalk type and materials.
6. Access to the proposed outdoor seating area is via a 4-foot-wide entry gate off the existing boardwalk. Applicant also proposes an 8-foot-wide entry gate into the fenced-in greenspace surrounding the new deck.
7. The one-way driveway into the taproom parking lot would separate the existing outdoor seating area and the proposed new deck seating. Applicant submits that plans for traffic control include adding removable speed bumps, adding additional pedestrian and "slow" signage, a new painted crosswalk, and staff monitoring of the outside areas at all times.
8. Applicant has not indicated the amount of additional seating that the deck would provide. *The PZA recommends the Board inquire as to the additional capacity that the expanded outdoor seating would provide.*
9. Parking is ample given the existing tap room parking lot in addition to the larger lot across Carroll Road.
10. No existing vegetation will be removed.

11. No lighting is proposed at this time.
12. The proposed deck is *not* within the mapped wetlands as delineated by the applicant in 2017 and submitted to the State Wetlands Division. Per email from Shannon Morrison dated May 28, 2024, the applicant needs to re-delineate the wetlands there due to the expiration of the 2017 mapping. In addition, the applicant must apply for wetlands permitting on account of the fact that the proposed deck is located within the wetland buffer and does not conform with the boardwalk's allowed use dimensions.
13. A public hearing will be held on Tuesday, June 11th, 2024. Notice was sent to *The Valley Reporter* on May 21, 2024 and it appeared in the May 23, 2024 issue of *The Valley Reporter*. Abutting property owners were sent notice on May 21, 2024.



May 17, 2024

To: Town of Waitsfield

Re: Amendment to Outside Consumption Permit (alcohol)

Greetings,

We are seeking to add the fenced in area with a new deck for seating with tables to expand our outdoor capacity as defined in the attached layout. The area is located directly adjacent to our taproom and currently permitted outside consumption area on the patio and front side of the building.

I discussed this request for an amendment to Lawson's Finest Liquids outside consumption permit yesterday (5/16/24) with Martin Prevost at the Department of Liquor and Lottery (DLL). He advised that there is currently no process or form in the DLL online portal to apply for an amendment. He also advised that we send this request by letter to the Town of Waitsfield for consideration and approval, in order for DLL to review and consider our request.

Note, that a driveway does separate the two areas. This driveway is currently designated and signed for one-way traffic only from Carroll Road (right side of map) to the parking lot (left side). All vehicles exit from the opposite side of the building, which is a two-way entry and exit to our parking lot. Our plans for vehicle control include adding speed bump as depicted, adding additional pedestrian and "slow" signage, and monitoring by staff of the outside areas at all times to ensure safety and compliance with DLL laws and regulations.

We also plan to add "no open alcohol beyond this point" sign at each of the key locations where people will be advised - at the exit of the building on the parking lot side at the driveway in both directions, and on the boardwalk at the entry / exit gate to the deck.

Please let me know what additional questions or information you will need in order to consider this amendment to our outside consumption permit.

As discussed, we are seeking to move this project forward as soon as is feasible, in order to be able to enjoy this new and expanded area (that is also dog friendly) for the upcoming summer months.

Thank you

Sean Lawson

802-272-8436 // sean@lawsonsfinest.com

Lawson's Finest Liquids, LLC - Warren and Waitsfield, VT - 802-496-HOPS
www.lawsonsfinest.com

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: Sean Lawson, Lawson's Finest Liquids Telephone #'s: 802-272-8436
(If not owner, letter from owner authorizing agent status is required.)

Mailing Address: PO Box 89, Waitsfield, VT 05673

Location of Property: 155 Carroll Road, Waitsfield, VT 05673 Parcel ID #: 23003.000

Flood Hazard Zone? N Area/Acreage of Lot: 9.64

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 checked="" 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"/> Telecommunication facility (see 4.11) |
| <input type="checkbox"/> Unspecified parking approval (see Table 3.1) | <input type="checkbox"/> Other _____ |

Please describe the proposed change: Expanded beer garden and outdoor seating area

☒ 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.

<u>JAY & SARAH GAUTHIER, FAYSTON, VT</u>	<u>FHS HOLDINGS LLC</u>
<u>SUNSHINE ENTERPRISE, LLC, WAITSFIELD, VT</u>	<u>MANCHESTER CO, VT</u>
<u>SKATUM, INC., WAITSFIELD, VT</u>	<u>GREEN MTN. POWER</u>
<u>ANNE ROBERTS, STOWE, VT</u>	<u>ROSLAND, VT</u>
<u>TOWN OF WAITSFIELD</u>	
<u>WILLIAM & JULIE PARKER, WAITSFIELD</u>	
<u>REVOLUTION THEATER, LLC, WAITSFIELD, VT</u>	
<u>POTTER, PROPERTIES, LLC, WAITSFIELD, VT</u>	

(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: Sean Lawson Date: 5/20/24

Please print: SEAN LAWSON, LAWSON'S FINEST LIQUIDS

Office Use Only

Application Number: 4184-CU Date Referred: 5/21/24
(from Zoning Application)

Zoning District: IND Curb Cut Required: no

Meeting date(s): 6/11/24

Decision: _____

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.).

Construction will utilize helical piles instead of posts and sona tubes which will minimize soil disturbance. Otherwise, minimal impact

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

Design is consistent with existing board walk type, materials, and aesthetic.

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.)

Use is consistent with district

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

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.).

Expanded use will be consistent with existing use. No significant change

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

TOWN OF WAITSFIELD, VERMONT

4144 Main Street, Waitsfield, VT 05673

APPLICATION FOR A ZONING PERMIT

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

Application #: 4184 Date Received: 5/12/24 Fees: Zoning: 175-
 Parcel #: 23003.000 Zoning District: Fresville Vill. DRB: 265
 Special Zoning Areas: Newspaper:
☐ Approved (or ☐ Denied) by ZA on: Total: 340-
☐ Referred to DRB because: Accessory structure to CW
 Meeting Date(s): 6/11/24
 Decision:
 Comment:

Owner: Lawsons Finest Liquids Phone: 802 272 8346
 (If not owner, letter from owner authorizing agent status is required) E-mail:
 Mailing Address: 155 Carroll Road, PO Box 89 Easements? Yes
 Location of Property (E-911 address): 155 Carroll Road Flood Plain? No
 Existing Use and Occupancy: Lawsons Tap Room and Brewery Wetlands? Yes
 Name of Business (if applicable): Lawsons Public Building? Yes

Application is made to

- ☒ erect ☐ one family dwelling
☐ repair ☐ commercial/bus
☐ alter ☐ light industrial
☐ extend ☐ accessory building
☐ remove ☐ industrial
☐ change use ☐ sign
☐ other ☐ other

Description of proposed use and/or
 structure: At grade wooden deck

Site Plan

- ☒ Enclosed
☐ On next page
 (Show dimensions listed
 below on the site plan)

Roads: (some have restrictions)

- ☐ Private ☒ Town ☐ State
☐ Scenic Route 100
☐ Not Applicable

Type of Construction:

Foundation: Wood
 Exterior Walls: N/A
 Roofing: N/A
 Estimated Cost of Construction:
\$30,000

Lot Size/Acreage of Lot: Lots 7-11 6.52a Frontage along Road: 470'
 (i.e., 100x200; 20,000 sq.ft.; ½ acre, etc.)

After construction of the proposed structure, what will the setback be on the

Front Side (from road centerline) 55' Left Side: N/A
 Right Side: N/A Rear: N/A

Nearest streambank/riverbank/pond: 350' % grade/slope from development to bank: N/A

Existing Structures/Use:

Existing square footage: Total:
 Height of tallest structure:

Proposed Structures:

Proposed use: (ie, garage, shed, barn, etc.)

Wood deck at grade Height: 0; 1st floor: 2nd floor: 3rd floor: Total:
 Height: 1st floor: 2nd floor: 3rd floor: Total:
 Height: 1st floor: 2nd floor: 3rd floor: Total:

Total proposed square footage: 750sf

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

Lot coverage %: .002% (all ground cover including driveways, walkways, etc.)

Parking spaces have: N/A need:

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.

See attached drawing

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)

.....

.....

.....

.....

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)

.....

.....

.....


.....

Other facts for the Development Review Board to consider:

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.

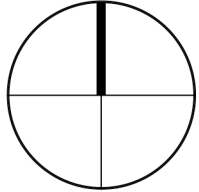
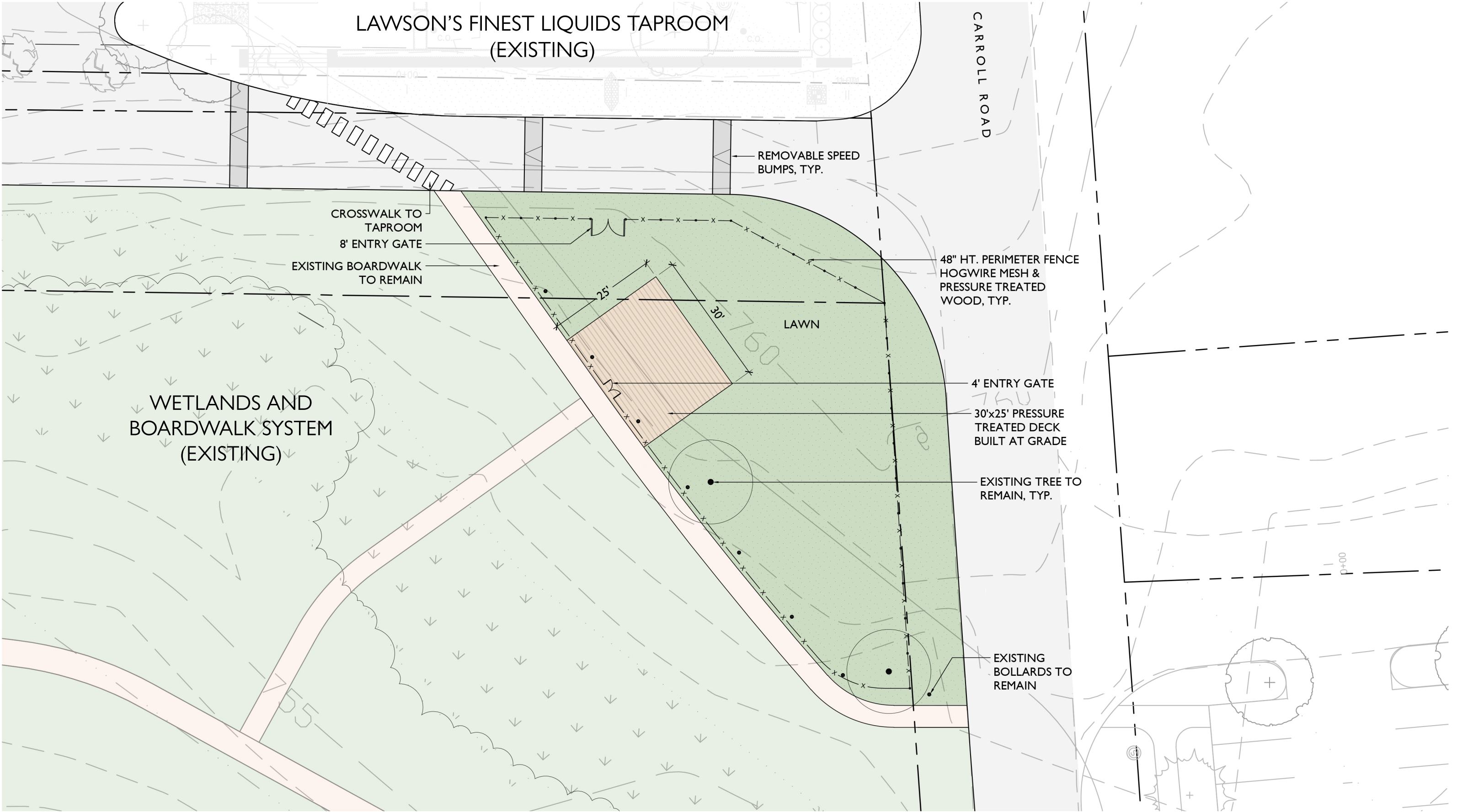
PLEASE NOTE THAT THIS APPLICATION DOES NOT AUTOMATICALLY QUALIFY YOU FOR A STATE PERMIT. CONTACT THE STATE PERMIT SPECIALIST AT (802) 476-0195.

Signature.....

Phone(s).....802 272 8436.....Date.....5/12/24

Please print your name legibly.....SEAN LAWSON.....

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.



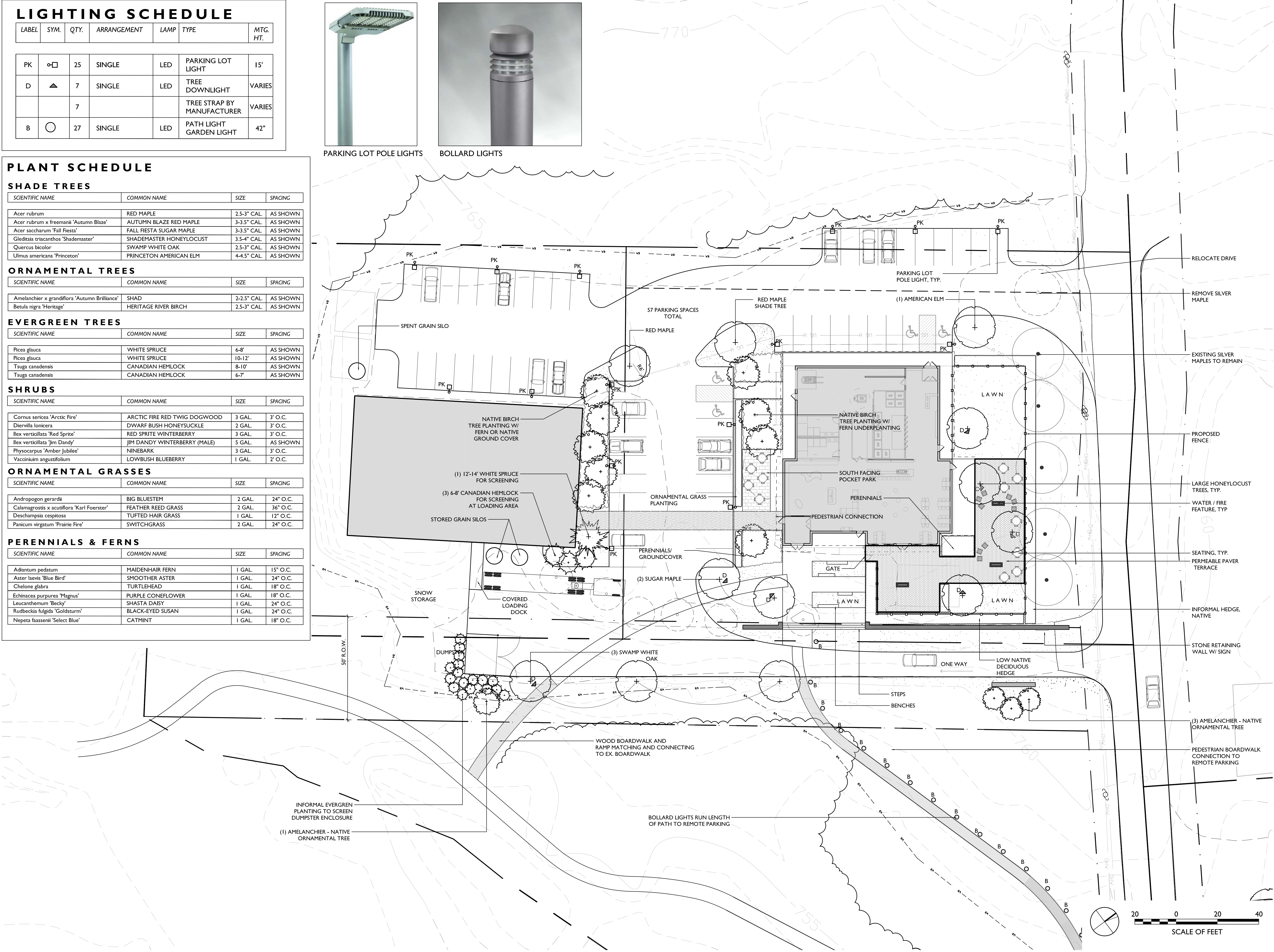
**LAWSON'S
FINEST LIQUID**

**DOG PARK
SITE PLAN**

JOB NO. 22-240
SCALE 1"=20'
DATE 05.02.2024

LIGHTING SCHEDULE						
LABEL	SYM.	QTY.	ARRANGEMENT	LAMP	TYPE	MTG. HT.
PK	◻	25	SINGLE	LED	PARKING LOT LIGHT	15'
D	▲	7	SINGLE	LED	TREE DOWNLIGHT	VARIES
		7			TREE STRAP BY MANUFACTURER	VARIES
B	○	27	SINGLE	LED	PATH LIGHT GARDEN LIGHT	42"

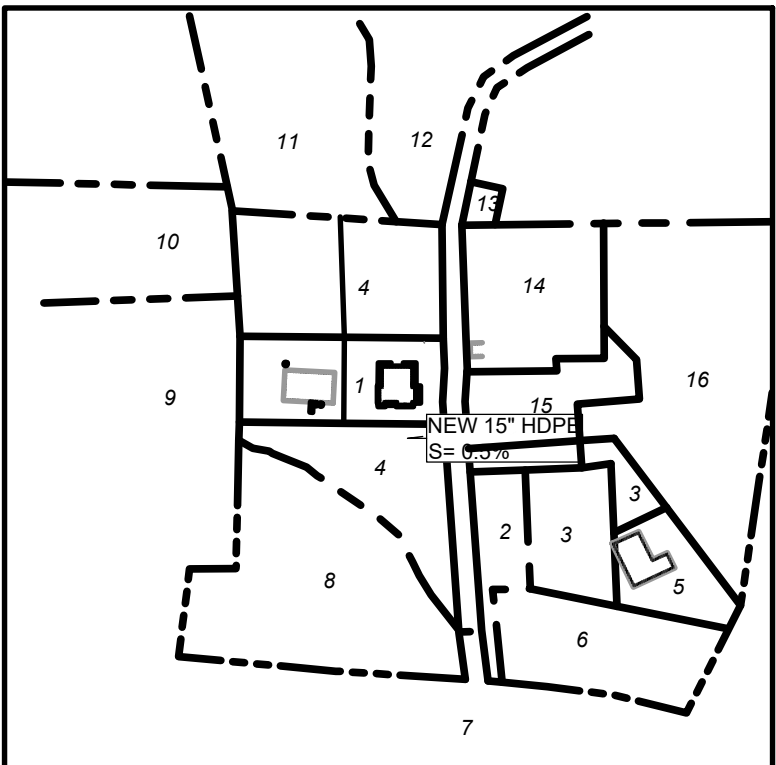
PLANT SCHEDULE			
SHADE TREES			
SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
Acer rubrum	RED MAPLE	2.5-3" CAL.	AS SHOWN
Acer rubrum x freemanii 'Autumn Blaze'	AUTUMN BLAZE RED MAPLE	3-3.5" CAL.	AS SHOWN
Acer saccharum 'Fall Fiesta'	FALL FIESTA SUGAR MAPLE	3-3.5" CAL.	AS SHOWN
Gleditsia triacanthos 'Shademaster'	SHADEMASTER HONEYLOCUST	3.5-4" CAL.	AS SHOWN
Quercus bicolor	SWAMP WHITE OAK	2.5-3" CAL.	AS SHOWN
Ulmus americana 'Princeton'	PRINCETON AMERICAN ELM	4-4.5" CAL.	AS SHOWN
ORNAMENTAL TREES			
SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
Amelanchier x grandiflora 'Autumn Brilliance'	SHAD	2-2.5" CAL.	AS SHOWN
Betula nigra 'Heritage'	HERITAGE RIVER BIRCH	2.5-3" CAL.	AS SHOWN
EVERGREEN TREES			
SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
Picea glauca	WHITE SPRUCE	6-8'	AS SHOWN
Picea glauca	WHITE SPRUCE	10-12'	AS SHOWN
Tsuga canadensis	CANADIAN HEMLOCK	8-10'	AS SHOWN
Tsuga canadensis	CANADIAN HEMLOCK	6-7'	AS SHOWN
SHRUBS			
SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
Cornus sericea 'Arctic Fire'	ARCTIC FIRE RED TWIG DOGWOOD	3 GAL.	3' O.C.
Diervilla lonicera	DWARF BUSH HONEYSUCKLE	2 GAL.	3' O.C.
Ilex verticillata 'Red Sprite'	RED SPRITE WINTERBERRY	3 GAL.	3' O.C.
Ilex verticillata 'Jim Dandy'	JIM DANDY WINTERBERRY (MALE)	5 GAL.	AS SHOWN
Physocarpus 'Amber Jubilee'	NINEBARK	3 GAL.	3' O.C.
Vaccinium angustifolium	LOWBUSH BLUEBERRY	1 GAL.	2' O.C.
ORNAMENTAL GRASSES			
SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
Andropogon gerardii	BIG BLUESTEM	2 GAL.	24" O.C.
Calamagrostis x acutiflora 'Karl Foerster'	FEATHER REED GRASS	2 GAL.	36" O.C.
Deschampsia cespitosa	TUFTED HAIR GRASS	1 GAL.	12" O.C.
Panicum virgatum 'Prairie Fire'	SWITCHGRASS	2 GAL.	24" O.C.
PERENNIALS & FERNS			
SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
Adiantum pedatum	MAIDENHAIR FERN	1 GAL.	15" O.C.
Aster laevis 'Blue Bird'	SMOOTHER ASTER	1 GAL.	24" O.C.
Chelone glabra	TURTLEHEAD	1 GAL.	18" O.C.
Echinacea purpurea 'Magnus'	PURPLE CONEFLOWER	1 GAL.	18" O.C.
Leucanthemum 'Becky'	SHASTA DAISY	1 GAL.	24" O.C.
Rudbeckia fulgida 'Goldsturm'	BLACK-EYED SUSAN	1 GAL.	24" O.C.
Nepeta faassenii 'Select Blue'	CATMINT	1 GAL.	18" O.C.



LAWSON'S FINEST LIQUIDS

DETAIL LANDSCAPE PLAN

REVISIONS



- Project Parcels**
- 1) Kolin Properties
 - 2) Winter Park Assoc.
- Parcels to be purchased**
- 3) Winter Park Assoc.
 - 4) Quentin Pearson Trust
- Abutting Properties**
- 5) Revolution Theatre
 - 6) Town of Waitsfield
 - 7) William & Julie Parker
 - 8) Betsy Brothers
 - 9) Skatium, Inc.
 - 10) Irasville Incubator & Storage, Inc.
 - 11) Jay & Sarah Gauthier
 - 12) Carroll House Condominiums
 - Elizabeth Hitchcliff
 - Krissa Jamison
 - Jean Hubbel
 - Ann Kerbs
 - Frances Ann Dinuzzi
 - Susan Chiappetta
 - 13) Green Mountain Power
 - 14) Nella 154 LLC
 - 15) Potter Properties, LLC
 - 16) AEGIS Wind LLC

- LEGEND**
- TRAVERSE POINT
 - WATER GATE VALVE
 - WATER SERVICE SHUT-OFF VALVE
 - FIRE HYDRANT
 - CATCH BASIN
 - UTILITY POLE
 - SEWER MANHOLE
 - MONITORING WELL
 - SHRUB
 - TREE
 - SIGN
 - STORM DRAIN
 - WATER LINE
 - GRAVITY SEWER LINE
 - SEWER FORCE MAIN
 - GAS/PROPANE LINE
 - OVERHEAD ELECTRIC LINE
 - UNDERGROUND ELECTRIC
 - PROPERTY LINE
 - RIGHT OF WAY/EASEMENT LINE
 - SETBACK/BUILDING ENVELOPE
 - WETLAND BOUNDARY
 - WETLAND BUFFER
 - TREE LINE
 - EXISTING 10' CONTOUR
 - EXISTING 2' CONTOUR
 - PROPOSED CONTOURS

GENERAL NOTES:

1. PROPERTY LINES, TOPOGRAPHY, AND EXISTING FEATURES FROM A SURVEY BY POINT OF BEGINNING LAND SURVEYING & CONSULTING.
2. THIS DRAWING IS NOT INTENDED TO BE A BOUNDARY SURVEY
3. UNDERGROUND UTILITIES ARE APPROXIMATE. CONTRACTOR SHALL CONTACT DIG-SAFE PRIOR TO ANY EXCAVATION.

Wilcox & Barton, Inc.
ENVIRONMENTAL AND CIVIL ENGINEERING
1115 ROUTE 100B, SUITE 200
MORETOWN, VERMONT 05660
802-496-4747
www.wilcoxandbarton.com

REVISION HISTORY

1.

Issued For

PERMITTING ONLY

ALL DOCUMENTS PREPARED BY WILCOX & BARTON, INC. ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE PROJECT. THEY ARE NOT INTENDED OR REPRESENTED TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS. ANY REUSE WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY WILCOX & BARTON, INC. FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO WILCOX & BARTON, INC. OWNER SHALL INDEMNIFY AND HOLD HARMLESS WILCOX & BARTON, INC. FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

Client

LAWSON'S FINEST LIQUIDS

Site

**155 CARROLL RD
WAITSFIELD, VT**

Drawing Title

Existing Conditions

Scale	1" = 30'	Date	1/20/2017
Drafted By	DLF	Checked By	PCL
Project Mgr	PCL	Project Number	LAF0001

Sheet Number

C-1

From: [Morrison, Shannon](#)
To: [Sean Lawson](#)
Cc: pza@gmavt.net
Subject: RE: Deck project at Lawson's Finest
Date: Tuesday, May 28, 2024 11:39:59 AM
Attachments: [image001.jpg](#)
[Lawsons Wetlands Impact plan.pdf](#)

Hi Sean and JB

I looked up the old 2017 delineation and its attached here. It does look like the proposed deck would be in the buffer (JB, I based my initial call off the plans you sent me but those were not accurate). The deck would need a permit because its does not conform with the boardwalk allowed use dimensions. You can either redesign it outside of the buffer or come in for a permit. The delineation has expired, so you will need to get that re-evaluated if you do come in for a permit.

Let me know if you have questions



Shannon Morrison | District Wetlands Ecologist
Vermont Agency of Natural Resources
Watershed Management Division, Wetlands Program
Davis 3, 1 National Life Dr | Montpelier, VT 05620-3901
802-490-6178 (office)
<https://dec.vermont.gov/watershed/wetlands>

Check out our [draft wetland map updates](#).

From: Sean Lawson <sean@lawsonsfine.com>
Sent: Monday, May 20, 2024 12:17 PM
To: Morrison, Shannon <Shannon.Morrison@vermont.gov>
Subject: Deck project at Lawson's Finest

You don't often get email from sean@lawsonsfine.com. [Learn why this is important](#)

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Hi Shannon,

Reaching out about a new project, we are planning on at the taproom to add a area of

decking attached to the boardwalk on the upland side of the open grassy area adjacent to the top room in the triangle of open space the junction of Carol Road and our driveway.

The decking will be built on posts with a similar methodology as the boardwalk to minimize soil disturbance and footprint.

A sketch map is attached. It is certainly outside of the delineated wetlands area, but I'm not clear if a small portion the decking falls within the 50' wetland buffer and would like your opinion.

Please advise on next steps.

Thanks,
Sean

Sean Lawson

Founding Brewer (he/him)

[Lawson's Finest Liquids](#)

Waitsfield, VT

(802) 496-HOPS

[Facebook](#) | [Instagram](#)

Visit our Brewery, Taproom, and Retail Store at [155 Carroll Road, Waitsfield, VT](#)

REVISION HISTORY
1.

Issued For
PERMITTING ONLY

ALL DOCUMENTS PREPARED BY WILCOX & BARTON, INC. ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE PROJECT. THEY ARE NOT INTENDED OR REPRESENTED TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS. ANY REUSE WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY WILCOX & BARTON, INC. FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO WILCOX & BARTON, INC. OWNER SHALL INDEMNIFY AND HOLD HARMLESS WILCOX & BARTON, INC. FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

Client
LAWSON'S FINEST LIQUIDS

Site
**155 CARROLL RD
WAITSFIELD, VT**

Drawing Title
Wetland Impacts

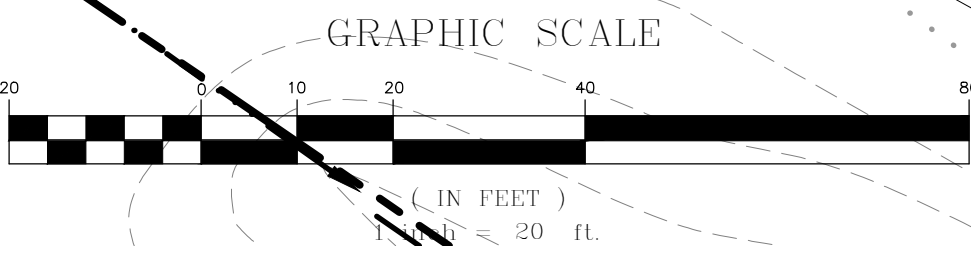
Scale	1" = 20'	Date	01/27/2017
Drafted By	DLF	Checked By	PCL
Project Mgr	PCL	Project Number	LAFLO001

Sheet Number
WL-1
1 of 1



LEGEND

	TRAVERSE POINT
	WATER GATE VALVE
	WATER SERVICE SHUT-OFF VALVE
	FIRE HYDRANT
	CATCH BASIN
	DRAIN MANHOLE
	UTILITY POLE
	SEWER MANHOLE
	MONITORING WELL
	SIGN
	EX. STORM DRAIN
	EX. WATER LINE
	EX. GRAVITY SEWER LINE
	SEWER FORCE MAIN
	OVERHEAD ELECTRIC LINE
	UNDERGROUND ELECTRIC/ UTILITY
	PROPERTY LINE
	RIGHT OF WAY/EASEMENT LINE
	SETBACK/BUILDING ENVELOPE
	WETLAND BOUNDARY
	WETLAND BUFFER
	TREE LINE
	NEW GRAVEL IN WETLAND BUFFER= 334 SF
	WETLAND BUFFER RETURN TO VEGETATION = 3900sf
	CLEARING WITHIN WETLAND FOR BOARDWALK CONSTRUCTION = 258 sf
	TEMPORARY IMPACTS TO WETLAND BUFFER = 210sf





**WAITSFIELD DEVELOPMENT REVIEW BOARD
FINDINGS OF FACT AND NOTICE OF DECISIONS**

Application #:	3734-CU-R and #SUB 17-01 PUD-R
Land Owner:	Kolin Properties, LLC; Winter Park Associates; & Quentin Pearson Trust
Applicant/Agent:	Sean Lawson, dba Lawson's Finest Liquids
Property Address:	48 & 155 Carroll Road
Parcel Number:	23003.000 (Lot 9), 23003.100 (Lot 10), 23001.001 (Lot 6) in the Irasville Village District
Meeting Date(s):	February 14, 2017 and April 25, 2017 (reconsideration)
Proposal/Type:	The applicant requests reconsideration of approvals #3734-CU and #SUB 17-01 PUD in order to modify the approved site plan (relocate crosswalk on Carroll Road) and clarify the landscaping plan and condition language related to maximum occupants. The board has authority to reconsider the approvals because the applicant filed the request within 30 days of the decision.

A. GUIDING ORDINANCE and POLICY PROVISIONS

1. Waitsfield Subdivision Regulations, amended on January 21, 2008.
2. Waitsfield Town Plan, as adopted on October 22, 2012.
3. Town of Waitsfield Zoning Bylaws, as adopted March 2, 1971 and amended through September 26, 2016:
 - a. Table 2.03 Irasville Village District (IV).
 - b. Section 3.09 Parking Requirements.
 - c. Section 4.08 Mixed Uses.
 - d. Section 5.03 Conditional Use.
 - e. Section 5.04 Planned Unit Development (PUD) Review.

B. MATERIALS SUBMITTED

1. On January 20, 2017, the applicant submitted a cover letter, zoning permit application, conditional use application, subdivision application, letters from the Winter Park Association owners whose parcels the applicant plans to purchase authorizing the buyer as their agent, site map of PUD area, and Brewery Traffic Impact Study by RSG dated 1.16.17.

2. On January 25, 2017, the applicant submitted a written waiver request to merge all stages of review into one hearing.
3. On January 25, 2017, the applicant submitted a signed Posting Sign Protocol form.
4. On February 7, 2017, the applicant submitted a Lighting Plan and light fixture cut sheet.
5. On February 7, 2017, two abutting property owners submitted written comments supporting the proposal.
6. On February 14, 2017, the applicant submitted letters of support from the following:
 - a. Mad River Valley Chamber of Commerce, dated December 29, 2016;
 - b. Central VT Regional Planning Commission, dated February 9, 2017;
 - c. Central VT Economic Development Corporation, not dated; and
 - d. Wood & Wood, dated February 13, 2017.
7. On February 14, 2017, the VT Department of Environmental Conservation's Waste Management & Prevention Division submitted a site status update, dated February 10, 2017.
8. On Friday, March 31, 2017, the applicant submitted an email requesting reconsideration of the approvals, a revised site plan (L1.0 landscape drawing), and a marked-up draft of the original decision with clarifying revision suggestions.
9. On April 24, 2017, the applicant submitted a letter from Carolyn Orben, RLA, of Wagner Hodgson Landscape Architecture, dated April 21, 2017.

C. PROCEDURAL HISTORY

1. The original public hearing was held on Tuesday, February 14, 2017. The abutting property owners were sent notice on January 25, 2017 and the notice appeared in the January 26, 2017 issue of *The Valley Reporter*.
2. The board received letters of support for the project from three adjoining property owners and three area businesses.
3. The board members visited the site individually prior to the February 14, 2017 public hearing to observe site conditions on the property and surrounding features.
4. At the public hearing on February 14, 2017, the board opened sketch plan review and determined that this was a "major" subdivision because it amended a prior PUD. The board closed sketch plan review, opened/closed preliminary plan review, and opened/closed final plan review.
5. The board opened conditional use review and discussed further criteria in the Zoning Bylaws. The board closed conditional use review on February 14, 2017.
6. The applicant requested that the board reconsider the prior approvals (#3734-CU and #SUB 17-01 PUD) in order to relocate the Carroll Road crosswalk and make clarifying revisions to the Findings of Fact and Conditions.
7. The applicant filed the request within the 30-day appeal period so the board had authority to consider the request.

8. The public hearing on the reconsideration was held on Tuesday, April 25, 2017. The abutting property owners were sent notice on April 6, 2017 and the notice appeared in the April 7, 2017 issue of *The Valley Reporter*.
9. The board closed the reconsideration hearing on April 25, 2017 and have incorporated the revisions into this final decision, #3734-CU-R and #SUB 17-01 PUD-R. This decision restates and amends the Findings of Facts and Conditions of the March 9, 2017 decision, #3734-CU and #SUB 17-01 PUD.

D. FINDINGS OF FACT

10. The property involves several parcels which comprise the Winter Park Association: a 1-acre parcel (Lot 9) with existing building, a 1-acre parcel (Lot 10) with existing building, and a 0.84-acre parcel (Lot 6) which is a vacant lot between Carroll Road and the existing 97-space parking lot adjacent to Big Picture Theater. The parcels are identified as #23003.000, 23003.100, and 23001.001, respectively, and are located at 48 and 155 Carroll Road in the Irasville Village District.
11. The applicant proposes to amend the site plan approved in PUD #85-01, which requires major subdivision review, and conditional use approval to change the use of both structures and expand the parking area.
12. The applicant proposes to demolish the existing structure (formerly Valley Rental-All) and reconstruct a new 9,400 square foot building ("taproom") on the existing foundation slab so no change in dimensions is proposed.
13. The proposed taproom requires change in use approval to become a mixed use space: office, retail, and bar/tavern for a tasting area with light food options. The applicant also proposes exterior improvements that include a beer garden area and new boardwalk to connect the site to the existing Mad River Path.
14. The applicant proposes to convert the existing barn-like structure on Lot 10 into a brewery (light industry). The applicant proposes minor exterior alterations to the existing 8,354 square foot structure, including roof repairs, three grain silos, and a new covered loading dock on the eastern side of the building.
15. None of the existing setback distances will be altered by this proposal.
16. The tractor trailer deliveries will occur from 7am to Noon. The taproom/retail hours of operation will be Noon to 9pm, seven days a week.
17. All proposed development complies with the Irasville Village design standards. The taproom construction will use vertical board and batten (tan with gray trim) siding and green standing seam metal roofing; the architecture draws reference from Vermont building vernacular and matches the character of nearby buildings.
18. The applicant is purchasing the adjacent parcels (Lots 7/8 and Lots 11/12) which are primarily Class II wetlands and therefore no development is proposed. Site work includes cleaning up and defining the edges of the wetlands.

19. The site includes 57 parking spaces for patrons and employees. The applicant proposes to expand the existing parking area adjacent to the Big Picture Theater, which he is purchasing, to include 40 new parking spaces. Improvements to the existing 97-space parking area are also planned, and include re-grading, striping, and new plantings.
20. This new overflow parking area will be the only portion of the plans which contains an increase in impervious surface; there will be a net reduction in impervious surface at the building site.
21. The proposed total capacity (97 spaces plus the shared 97-space lot) is adequate for the amount of parking spaces required by the Zoning Bylaws. 85% of the time, the primary parking area will be sufficient to meet the needs of the taproom customers and employees; the overflow parking area is recommended for the 15% of time when demand is at peak.
22. When there are expected busy times and the overflow lot is needed, the lot will be staffed with an attendant to ensure traffic lines are not forming along Route 100 and cars are circulated out of the lot when all spaces are full. The applicant will work with the town to install "No Parking" signs along Carroll Road.
23. During the initial hearing on February 14, 2017, the board expressed concerns regarding the Carroll Road crossing and asked if it could be relocated further west. Following that hearing, the applicant met with the Mad River Path Association board who fully support the proposed layout. The relocated crosswalk on the plan dated March 31, 2017 provides for a safer crossing for pedestrians from the remote parking area or from those on the Mad River Path.
24. The applicant submitted a Traffic Impact Study performed by RSG, dated January 16, 2017. The report concludes that the Route 100 and Carroll Road intersection is "forecast to remain acceptably operating within VTrans Level of Service policy guidelines." The report also concludes that the project "will not cause undue adverse traffic congestion or safety conditions and will not unnecessarily endanger the public investment in roads, highways, and related infrastructure." (See page 20 and February 14, 2017 DRB meeting minutes for further detail on the report and discussion.) The traffic increase predicted will not warrant a left-turn lane now or five years into the future.
25. Traffic patterns promote unobstructed flow. Pedestrian traffic will be interconnected throughout the site, between the buildings, and to various entrances. Tractor trailer deliveries will occur from 7am to Noon, prior to taproom hours (12pm to 9pm), and will therefore minimize conflicts between trucks, visitor vehicles, and pedestrians.
26. The landscaping plan aims to reduce the potential effects of noise, glare, and visual impact on adjacent properties and to screen parking and utilities from the road. The existing silver maples will remain, with honey locust trees planted on the site to add screening. It was agreed that new trees will be planted if those included in the landscaping plan die but that they can be replaced with a species other than silver maple.

27. Fencing, either wooden or composite material, will surround the outdoor beer garden which will be comprised of pervious pavers.
28. Placement of the sign on the new stone retaining wall meets the requirements in the Zoning Bylaws. All signage has been determined to require administrative approval only.
29. The lighting plan incorporates LED fixtures which are dark-sky compliant and fully shielded. The light poles are proposed in the existing and overflow parking areas only and will not exceed 12' in height. Bollard lights are proposed along the boardwalk path from the overflow parking area. The color of the bollards and poles will match each other. Bollard lights will be on motion sensors, and will have a set time to go off after employees have exited the building for the evening; this will likely be 10 pm. Other lights will be on energy-saving sensors.
30. Stormwater management on the building sites and expanded parking area will be improved; a new swale is proposed near the new parking area and there is an existing dry swale on the taproom site and pre-treatment is provided in both systems.
31. The taproom and brewery will be served by the existing municipal water system and decentralized Winter Park wastewater system. Additional wastewater pre-treatment will be constructed at the brewery to reduce the strength of the wastewater before discharge; the pre-treated wastewater will be discharged at a domestic rate of waste. Wastewater capacity is adequate for the proposed uses at about 4500 gpd, which is about half of the new Winter Park Association wastewater system's capacity.
32. Public safety guidelines for occupancy of the taproom would limit it to 199 people; the site is more limited, however, by the wastewater capacity which brings the maximum allowable seats to 80.
33. The board and members of the public had questions about traffic control and flow, so they reviewed RSG's traffic study and questioned their expert in detail. The board discussed landscaping plans, lighting plans, and the conditional use criteria.
34. A stack condenser will be installed to ensure that the brewery does not create any offensive odor.
35. The performance standards related to sound in Zoning Bylaw Section 5.03(D)(9)(c) will be met.
36. The board closed the conditional use hearing and stated that a written decision would be issued within 45 days.

E. CONCLUSIONS OF LAW

Based on its review of the application materials, submitted site plans, presented testimony, and Findings of Fact above, the Waitsfield Development Review Board hereby concludes this application as proposed, and when finalized and implemented in accordance with the Conditions of Approval listed below, does meet the conditional use criteria of the Town of Waitsfield Zoning Bylaws and is in conformance with the Waitsfield Town Plan.

Based on its review of the application materials, submitted site plans, presented testimony, supporting materials, and Findings of Fact above, the Waitsfield Development Review Board hereby concludes that the proposed PUD amendment is consistent with the purposes of the Irasville Zoning District and Planned Unit Development, as defined in Waitsfield Zoning Bylaws, and does meet the Subdivision Regulations.

F. DECISION

Application #3734-CU-R is hereby APPROVED and FINAL PLAN APPROVAL for subdivision application #SUB 17-01 PUD-R is hereby granted, subject to the following conditions:

1. The landscaping plan is approved as proposed. If any tree dies or become unhealthy at any time in the future, the trees shall be replaced, in a timely manner, with one of the same species and equal size to the caliper indicated on the site plan L1.0. Silver maples may be replaced with another hardwood species that has the potential to grow to the same size as the other surrounding trees.
2. The owner shall not install any signage, bollard lights, or any other structure within the town's right-of-way.
3. The overflow parking area on Lot 6 may be grass or gravel but shall not be paved.
4. The owner shall staff the overflow parking area with an attendant when needed and shall use reasonable efforts to prevent customers from parking on Carroll Road.
5. No tractor trailer deliveries shall occur before 7am or after 12pm. Hours of operation for the taproom and outdoor beer garden shall be from 12pm to 9pm.
6. Minor alterations to the approved landscaping, boardwalk, lighting, and design plans shall obtain prior administrative approval per the Zoning Bylaws.
7. Any material or substantive changes to the approved plans shall obtain prior Development Review Board approval.
8. In accordance with the Act [Section 4463], within 180 days of final plan approval under Section 2.4(C), the applicant shall file a copy of the final subdivision plat, for recording in the Town in conformance with the requirements of 27 V.S.A. Chapter 17. The size of the mylar plat shall be 18" x 24" for recording. Approval of subdivision plats not filed within 180 days shall expire, unless the subdivider requests and receives a 90-day extension from the Zoning Administrator based upon a determination by the Zoning Administrator that necessary final municipal, state, or federal permits are pending but have not been issued.
9. Prior to plat recording, the plat must be signed by two members of the Development Review Board who participated in the issuing the applicable decision of approval. The mylar plat shall contain the following signature line, as required by the Subdivision Regulations:

"The subdivision depicted on this plat was duly approved, as conditioned, by the Waitsfield Development Review Board in accordance with the Waitsfield Subdivision Regulations and all other applicable laws and regulations on the ____ day of _____, 20___. Subdivision Permit # ____.

Signed: _____
Signed: _____ [for the Development Review Board]."

10. This decision is subject to any and all applicable local, state, and/or federal permits.

Final Plan Approval is based on the submissions and testimony provided during the Sketch Plan and Final Plan Review.

Dated at Waitsfield, Vermont this 10th day of May, 2017 for the Town of Waitsfield
Development Review Board by:

Chris Cook

Chris Cook, Development Review Board Chair

Voting in the Affirmative: Chris Cook, John Donaldson, Michael Kingsbury, Rudy Polwin, and Brian Shupe.

Abstaining: None.

Voting in the Negative: None.

Absent: Gib Geiger and Chris Jernigan.

Appeal

Pursuant to Title 24 VSA §4471 and §4472, an interested person who has participated in the review of this application may appeal this decision to the Environmental Division of the Vermont Superior Court by filing a Notice of Appeal directly to the Court, 32 Cherry Street, Suite 303, Burlington, Vermont 05401, by certified mail within thirty (30) days of the date this decision is issued. A copy of the notice must also be sent to the Zoning Administrator or the Municipal Clerk who is required to provide a list of interested persons to the appellant within five days of receipt of the Notice. The appellant is required to send a copy of the Notice, via certified mail, to each interested person.



**WAITSFIELD DEVELOPMENT REVIEW BOARD
FINDINGS OF FACT AND NOTICE OF DECISION-**

✓ CP 10/29/18
- C

Application #: #3796-CU (amend to), SUB 17-11-PUD
Land Owner: Lawson's Finest Liquids
Representative: Sean Lawson
Property Address: 155 & 157 Carroll Road
Parcel Number: 23003.00 (Lot 9), 23003.100 (Lot 10), 23001.001 (Lot 6) in the Irasville Village Zoning District
Meeting Dates: October 9, 2018
Proposal/Type: Requesting approval to amend prior approval related to the hours of operation for the taproom, enabling opening to occur at 10:00 a.m. rather than 12:00 p.m. as proposed, and to relocate a portion of the Mad River Path connecting to Route 100 within the Town's right-of-way.

I. GUIDING ORDINANCE and POLICY PROVISIONS

1. Waitsfield Subdivision Regulations, amended on January 21, 2008.
2. Waitsfield Town Plan, as adopted on December 18, 2017.
3. Town of Waitsfield Zoning Bylaws, as adopted March 2, 1971 and amended through September 26, 2016.
 - a. Table 2.03 Irasville Village District (IV).
 - b. Section 5.03 Conditional Use.
 - c. Section 5.04 Planned Unit Development (PUD) Review.

II. MATERIALS SUBMITTED

1. On September 18, 2018, the applicant's representative, P. Mark D'Angelo, submitted an email to the interim Zoning Administrator requesting a change in hours of operation for the taproom.
2. On October 3, 2018, the applicant submitted the sketch showing the proposed relocation of a section of the Mad River Path along Carroll Road.

III. PROPOSED FINDINGS OF FACT

1. The public hearing was held on October 9, 2018. The abutting property owners were sent notice on September 21, 2018 and notice appeared in the September 25, 2018 issue of *The Times Argus*.
2. At the hearing, the applicant explained his rationale for the change in operating hours of the taproom to 10:00 a.m. to 9:00 p.m., rather from 12:00 p.m. to 9:00 p.m. The Board had no questions on this request.
3. The applicant then discussed the rationale for the proposed change in the path location – i.e. the original location would require spanning a large low spot and would be more costly. A very general outline of how the new path would be constructed was presented, however no engineering drawings or other details were submitted. The Board was informed that the Road Commissioner, Town Administrator and Selectboard had all approved the new location.
4. The applicant also disclosed his desire to pave the parking areas by the buildings at 155 and 157 Carroll Road instead of leaving them as gravel. He stated that sufficient storm water infrastructure has been built to accommodate this. Since this matter was not warned it could not properly come before the Board for a decision at this time. The Board did comment that both gravel and paving are considered impervious surfaces and a paved lot would probably drain into the stormwater system better than a gravel surface would.
4. The Board closed the hearing and stated a written decision would be issued within 45 days.
5. During the deliberative session, the Board questioned the feasibility, aesthetics and safety of building the path in the new proposed location. Subsequently some members of the Board visited the site and shared photographs with the other members.
6. On October 23, 2018 the Board Chairperson received an email from the Applicant which included a conceptual plan for the path and indicated engineering drawings would be forthcoming.

IV. CONCLUSIONS OF LAW

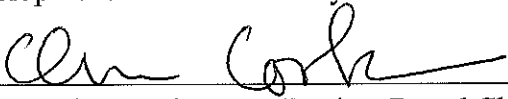
Based on its review of the application materials, presented testimony, supporting materials, and Findings of Fact above, the Waitsfield Development Review Board hereby concludes that the proposed new hours of operation of the taproom do meet the conditional use provisions of the Town of Waitsfield Zoning Bylaws and is in conformance with the Waitsfield Town Plan.

Based on its review of the application materials, presented testimony, supporting materials, and Findings of Fact above, the Waitsfield Development Review Board hereby concludes that the information provided to date regarding the proposed new path location is not sufficient to resolve feasibility, aesthetic and safety concerns.

V. DECISION

Based on the foregoing Findings of Fact and Conclusions of Law, the application is approved only with regard to the change of operating hours for the taproom. The hearing should be reopened once additional information is provided by the Applicant regarding the request to change the path location.

Dated at Waitsfield, Vermont this 29th day of October, 2018 for the Town of Waitsfield Development Review Board by:


Chris Cook, Development Review Board Chair

Voting in the Affirmative: Chris Cook, John Donaldson, Gib Geiger, Mike Kingsbury, Rudy Polwin, and Brian Shupe

Abstaining: None.

Absent: Chris Jernigan.

Appeal

Pursuant to Title 24 VSA §4471 and §4472, an interested person who has participated in the review of this application may appeal this decision to the Environmental Division of the Vermont Superior Court by filing a Notice of Appeal directly to the Court, 32 Cherry Street, Suite 303, Burlington, Vermont 05401, by certified mail within thirty (30) days of the date this decision is issued. A copy of the notice must also be sent to the Zoning Administrator or the Municipal Clerk who is required to provide a list of interested persons to the appellant within five days of receipt of the Notice. The appellant is required to send a copy of the Notice, via certified mail, to each interested person.



DEVELOPMENT REVIEW BOARD

STAFF REPORT by J.B. Weir for June 11, 2024 meeting

Application #:	Sketch Plan Review
Landowner:	Mavis, LLC
Property Address:	off Airport Road / Mad River Park Road
Parcel Number:	#06001.000
Meeting Dates:	Sketch Plan Review on June 11, 2024
Proposal/Type:	Sketch Plan review for a 16-unit clustered housing Planned Unit Development. The parcel is located in the Agricultural-Residential District and the Industrial District.

A. GUIDING ORDINANCE and POLICY PROVISIONS:

1. [Waitsfield Subdivision Regulations](#), amended on January 21, 2008.
2. [Waitsfield Zoning Bylaws](#), as adopted March 2, 1971 and amended through January 8, 2024.
3. [Waitsfield Town Plan](#), as adopted on October 9, 2023.
 - a. Agricultural-Residential District (12-6)
 - b. Industrial District (12-10)

B. MATERIALS SUBMITTED:

1. On June 4, 2024, applicant submitted a sketch plan review application, cover letter and two proposed site plans titled "Estes II Housing Project, Mavis LLC, Mad River Park" - Sheet EX-01 (Grenier Engineering).
2. On June 7, 2024, the PZA included in the file an ANR Wetlands Inventory Map of the parcel.

C. PROJECT SUMMARY:

The property is located off Airport Road and Mad River Park Road and consists of 15.1-acres. The project concerns the remaining lands of the Mad River Park property. As submitted, applicant proposes a Planned Unit Development consisting of 16 clustered housing units in a design of 2-unit duplexes. The new development will have direct access of the existing Mad River Park Road via two short driveways that will serve a cluster of eight two-story, 2-unit duplex style buildings. Each building site will have a two-car parking area and a garage.

The PUD will utilize an existing prior-approved septic system located in the Park. For potable water supply, applicant proposes individual drilled wells. Per applicant's submittal, the project will also include an on-site stormwater treatment system that will consist of collect site runoff

via grass swales and either a bio-retention or infiltration basin. State permitting for wastewater, potable water and stormwater discharge will be required. The project site is subject to Act 250 jurisdiction and an Act 250 amendment will be required.

Applicant submits that the PUD will utilize a condominiumization approach that will consist of a future homeowners' association and bylaws regarding shared maintenance, preservation of open space and architectural guidelines.

There are State jurisdictional wetlands on the parcel. However, the development has been sited outside the wetlands buffer. Given Act 250 jurisdiction over the project, review by the regional Wetlands Division is anticipated.

Permits issued for this property include: There are many permits for the mother parcel dating back to 1972. Most recently, in #SUB20-10, applicant was approved for a 20-unit Planned Unit Development off Airport Road on the westernmost portion of the mother parcel.

D. SKETCH PLAN REVIEW

Subdivisions are subject to review under [Article 3](#) of the Subdivision Regulations. A preliminary analysis of applicable subdivision regulations is provided below.

Section 2.2 (C) (1): The Board needs to classify the application as one for a minor or major subdivision. Although no lot is proposed to be subdivided, applicants propose a Planned Unit Development consisting of 16 units. Pursuant to Section 2.1 (D) of the Waitsfield Subdivision Regulations, subdivision applications for Planned Unit Developments (PUD) shall be reviewed as *major* subdivisions under this Article. PUDs shall meet the standards set forth in Section 5.4 of the Waitsfield Zoning Bylaws, as well as subdivision standards included in Article 3, unless otherwise waived by the Development Review Board.

The PZA recommends that the Board deem this application one for a major subdivision.

Section 2.2 (C) (2): No waivers have been requested at this time.

Per Section 2.2 (C) (3), the Board should determine whether to include recommendations for proposed changes in subsequent submissions, including any requests for additional studies or supporting documentation, which, in the Development Review Board's judgment, would be necessary for the proposed subdivision to comply with applicable subdivision review standards under Article 3, the goals, objectives and policies of the Waitsfield Town Plan, and with other municipal regulations currently in effect.

The PUD site is split between two zoning districts, with the majority of the site located within the Agricultural-Residential District and a small portion in the neighboring Industrial District. Pursuant to Section 2.2 (F) of the Zoning Bylaws, "Where a district boundary divides a lot in single ownership as of the effective date of this bylaw, or any amendment thereto, the Development Review Board may permit, subject to conditional use review under Section 5.03, the extension of district standards for either portion of the lot up to 50 feet beyond the district line into the remaining portion of the lot." Applicant's site plan incorporates this provision and

proposed an extension of the Agricultural-Residential District boundary 50 feet into the Industrial District.

This is notable due to the fact that neither a single-family residence or a duplex is a permitted or conditional use in the Industrial District. Per Table 2.06, the only allowable dwelling in the district is an “accessory dwelling.” *The PZA notes that, as depicted on the site plans, the 50-foot district boundary extension encompasses most of the proposed duplexes. However, a slice of Unit 7 and most of Unit 8 are situated outside the boundary extension. The Board must decide whether those units can be included in the current proposal, i.e. whether the Board is satisfied that the boundary extension touches the proposed duplex rather than completely encompasses it. The PZ notes that the drawing of this district boundary is somewhat arbitrary. Hence, the PZA believes some avenue of relief must exist to allow Units 7 and 8.*

The PZA submits that potential relief can be found in Section 5.04 (D) (6). Per that section, where a district boundary line divides a parcel, the Development Review Board may allow the development of a single PRD with a total density based on the combined allowable density of each district. Alternatively, the applicant may wish to apply for a variance to allow those units to extend beyond the 50-foot boundary.

Density

Density in a PRD is based on the total allowable number of dwelling units that could be developed if the land were subdivided into lots in conformance with the regular zoning bylaws. In a PRD the density is calculated based on the total acreage of the pre-existing site regardless of the presence of wetlands, flood hazards areas, etc. Land with a slope of 25% or more, and the area occupied within public or private road rights-of-way shall not be included in the calculation of density. Per applicant’s submittal, the existing remaining lands lot is approximately 15.1-acres. The sum is approximately 13.3-acres after subtraction of the road ROWs. For a 13.3-acre site, 13 individual parcels would be allowed with one principal dwelling per parcel (based on a 1-acre minimum lot size in the Ag-Res District).

PRDs allows for a 25% density bonus for clustered development. Pursuant to Section 5.04 (C) (6) (a), the total number of allowed units may be increased, subject to Development Review Board approval, by up to 25% for PRDs, as an incentive for clustered rather than dispersed development which protects open space, agricultural land or other critical resource lands, as identified in the Waitsfield Town Plan, and/or through site analysis. Applicant submits that the project is clustered by design and protects open space and critical Class II wetlands, and thus that the 25% increase in density is available. Applicant submits that, when private and public ROWs are subtracted from the 15.1-acre lot, the remaining land consists of 13.3-acres. When applying the 25% density bonus under Section 5.04 (C) (6) (a), the total available density for the project site is 17 total units. Applicant is requesting 16 total units.

Natural Resource Protection

Pursuant to Section 5.04 (C) (12), in the Agricultural-Residential District, a minimum of 60% of the total project site shall be set aside as open space in any PUD. Applicant submits that the project area of this PUD is approximately 2.6-acres, reserving a total open space of 12 +/-acres.

Accordingly, approximately 80% of the parcel remains as open space, thus satisfying the 60% open space requirement set forth under Section 5.04 (C) (12).

It also noted that, pursuant to Section 3.10 of the Zoning Bylaws, this stretch of Route 100 is delineated as a scenic road. Applicant submits that the existing screening from Route 100 will be mostly maintained, but that there may be some tree removal. *The PZA recommends that the Board require a screening/landscaping plan for Preliminary Plan review. The Board may want to discuss a tree cutting plan as well given the Class II wetlands on the property.*

ATTACHMENTS:

- A. Sketch Plan Application
- B. Cover letter / Narrative
- C. Site plans titled “Estes II Housing Project, Mavis LLC, Mad River Park” -Sheet EX-01 (Grenier Engineering).
- D. ANR Wetlands Map



John B. Weir, Zoning Administrator
Town of Waitsfield
4144 Main Street
Waitsfield, VT 05673

June 4, 2024

RE: Proposed PUD- 16-Unit Clustered Housing Development. Off Mad River Park Rd. Ag-Res. District.
Sketch Plan Review. Applicant/Landowner: Mavis, LLC.

Dear John,

Please find enclosed with this letter a Town of Waitsfield subdivision application for sketch plan review, a copy of the project site plan as well as an overall site plan, and a fee check made payable to Town of Waitsfield for \$50.00 to cover the fee.

Mavis LLC is applying for sketch plan review of a proposed PUD involving a 16-unit clustered housing development on the "Remaining Lands" lot of 15.1 +/- acres off Mad River Park Rd. The project aims to take advantage of highly developable land along the existing infrastructure that serves the adjacent Mad River Park. Ample open space and preservation of natural wetland areas are included in the project. Naturally forested areas border the project site and will provide screening to the adjacent roadways. The project site provides easy access to Route 100 and easy access to the neighboring recreation fields.

The new housing project will have direct access off the existing Mad River Park Rd via two short access driveways that will serve a cluster of eight 2-story, 2-unit duplex style buildings. Each building site will have a 2-car parking area as well as a garage.

The proposed clustered housing development aims to provide some economy of scale by utilizing existing infrastructure, clustered development and duplex buildings. Through utilization of a compact clustered design along with 2-unit duplex buildings, the goal of the project is to provide a median level of affordability to the housing market in the Mad River Valley.

The current design of the project intends for the units to be via a condominium approach that will include a future homeowners association that will have bylaws regarding shared maintenance, preservation of the open space land, and architectural guidelines.

The project will utilize an existing previously approved septic system located nearby in Mad River Park. The project will utilize individual drilled wells for water supply. Connection to the existing septic system and use of the proposed drilled wells will be approved via a State of VT WW permit. The project will also utilize an on-site stormwater treatment system that will consist of collecting site runoff via grass swales and either a bio-retention or infiltration basin. The stormwater system will be approved via a State of VT Stormwater Discharge permit. The project site is subject to State of VT Act 250 jurisdiction; therefore, an Act 250 permit amendment will be required for the project.

The project site is split between two zoning districts. The vast majority of the project is within the Ag-Res. District. A small portion of the site is within the neighboring Industrial district. As illustrated on the site plan and in accordance with Section 2.2 (F) of the Waitsfield zoning regulations, the project requires an extension of use for 50' from the Ag-Res. District into the Industrial District. Density for the project is based on the Ag-Res. District requirement of 1 acre per unit. Due to the fact the project is clustered by design and therefore protects open space and critical Class II wetlands, a 25% increase in density is available via Section 5.03, Item a. The remaining lands lot consists of 13.3 +/- acres when the private and public Right of Way's are subtracted from the lot area. By utilizing the 25% increase available as described above, the available density for the project site equals 17 units. The project includes a project area of approximately 2.6 +/- acres and a



GRENIER
ENGINEERING, PC

resulting open space reservation of 12+/- acres. This results in an open space that is approximately 80% of the project and this exceeds the 60% requirement as listed in Section 5.04, item #12. The project is benefitted by use of the standard Ag-Res. District property line setbacks on the outer boundary of the project.

It is the applicant's position that the clustered PUD housing project being proposed is in conformance with the Waitsfield zoning regulations and the Town Plan. Due to the significant preservation of open space and natural features, and due to the fact that a majority of the infrastructure required for the project already exists on site, this project represents low impact and cost controlled development that is suitable to help support the housing needs of the Mad River Valley.

Thank you for your time in considering this project under Sketch Plan Review. We look forward to meeting with the Development Review Board at the earliest available date, June 11, 2024.

Respectfully,

Chris Austin
Permit Coordinator
Grenier Engineering, PC

TOWN OF WAITSFIELD

4144 Main Street, Waitsfield, Vermont 05673

SUBDIVISION APPLICATION

802-496-2218

Application #: _____ Fee Paid: 50 ✓
 Date Application Received _____ **Sketch Plan Review** (applies to minor and major): ~~\$25~~ **X** \$50.00
 Discussion Phase Meeting Date: _____ **Minor Subdivision:** 1-4 lots, \$150/lot; Amendment: \$75
 Warned: _____ **Major Subdivision:** 5 lots, 800' road, PUD/PRD: \$175/lot]
 Classification: Major / Minor Site Visit Date: _____ Abutter Notifications Sent: _____
 Final Plan Hearing(s) Date: _____
 Decision: _____ Date Signed: _____
 Comments: _____
 Mylar Due Date: _____ Slide #: _____

Name of Development Estes IIHas this been subdivided in the past? If yes, when 2017-Lot Line Adj. by Kingsbury# Lots 2 Act 250 # (if applicable) Yes- LUP#5W0147 and amendmentsOwner/Applicant: Mavis LLC

Telephone _____

(If not owner, please submit letter authorizing agent status)

e-mail: tkingsbury@kingsburyco.comMailing Address: 58 Center Rd Middlesex, VT 05602Physical Location of Property: 0 Airport RdParcel #: 06001.000 Zoning District Ag-Res/Industrial Flood Hazard Area: Y ~~N~~ Wetlands: ~~Y~~ **N**Total Acreage of parcel to be subdivided: 15+/- acres Number of Lots Proposed: 16 units - **PUD**

Acreage in Each Lot: Lot 1: _____ Lot 2: _____ Lot 3: _____ Lot 4: _____ Lot 5: _____ Lot 6: _____

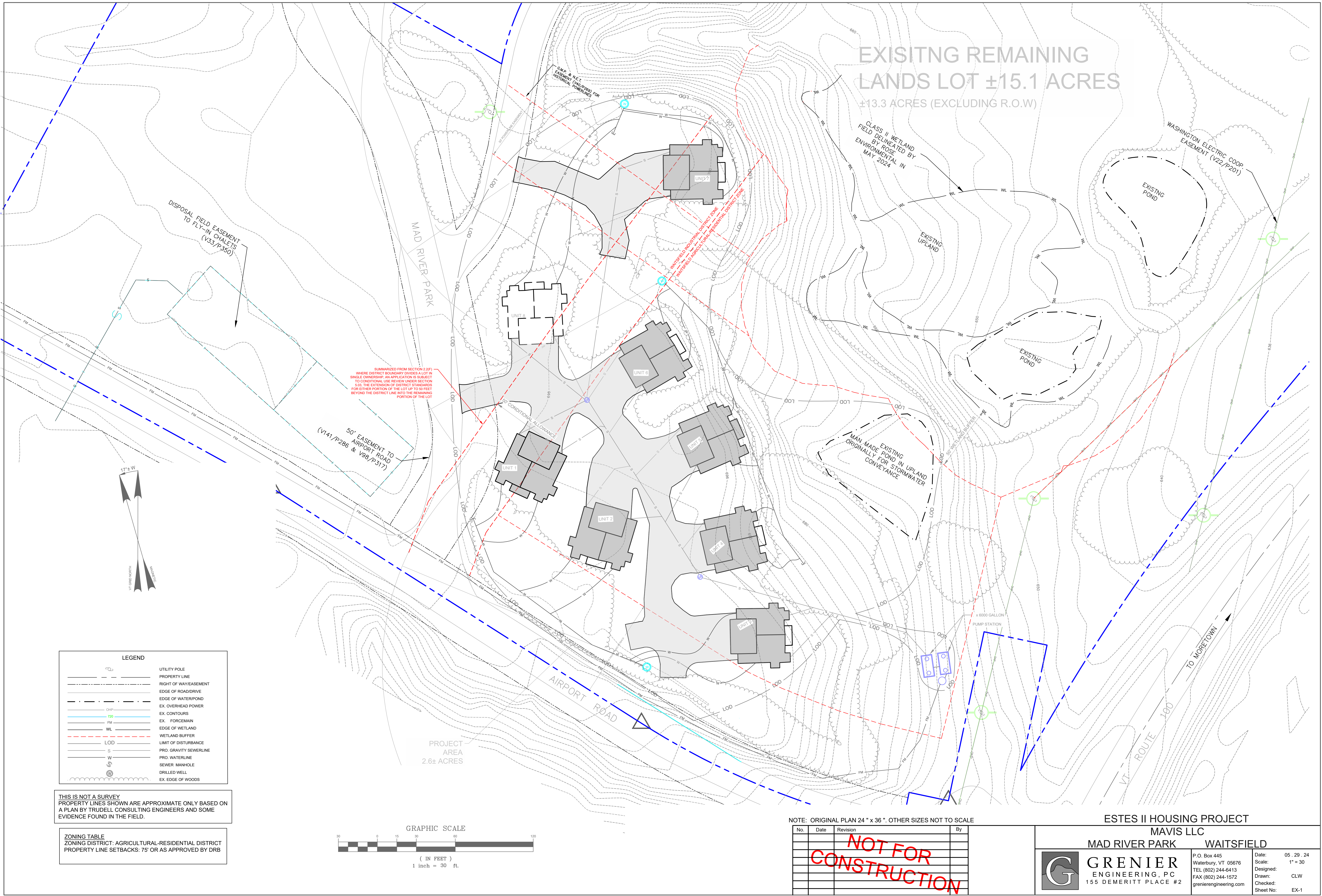
Lot 7: _____ Lot 8: _____ Lot 9: _____ Lot 10: _____ Lot 11: _____

Do the proposed lots meet the requirements of the Zoning District? ~~Y~~ **N**Signature 

Please submit the information listed below with this application.

		Sketch Plan	Preliminary Plan	Final Plan
✓	(A) Application Information			
	Application Form [number of copies]	2	2	2
	Application Fee	✓	✓	✓
	Name of project, if any	✓	✓	✓
	Name, address of applicant (landowner and subdivider, if different)	✓	✓	✓
	Written description of proposed development plans, including number and size of lots; general timing of development	✓	✓	✓
	Waiver request, in writing [optional]	✓	✓	
	Evidence of written notification to adjoiners of intent to subdivide; to include copies of any waiver request if any)*		✓	
	(B) Plan/Plat Mapping Requirements	Sketch	Prelim. Plan	Final Plat
	Materials	Paper	Paper	Mylar
	Date, North Arrow, Legend	✓	✓	✓
	Preparer Information, Certifications	✓	✓	✓
	Scale (not less than 1 inch = 200')	✓	✓	✓
	Project boundaries and property lines	Drawn	Drawn	Surveyed
	Existing and proposed lot lines, dimensions	Drawn	Drawn	Surveyed
	Adjoining land uses, roads and drainage	✓	✓	✓
	Zoning district designations and boundaries	✓	✓	✓

	Location of all significant natural features, including but not limited to: - wetlands; - flood hazard areas; - slopes with a gradient of 15% or greater, and 25% or greater; - significant wildlife habitat; - historic sites and features, including stone walls; - scenic features identified in the Town Plan; - existing trail corridors, - surface waters and associated buffer areas; and - other significant geologic features and landforms, including prominent knolls and ridgelines.	General location based on available maps & data	Specific boundaries, unless waived by PC because of limited potential impact	Specific boundaries, unless waived by PC because of limited potential impact
	Existing and proposed elevations, contour lines*		5' interval	5' interval
	Existing and proposed roads, paths, parking areas, associated rights-of-way or easements	Drawn	Drawn	Surveyed
	Proposed utilities, water and wastewater systems and associated rights-of-way or easements*		√	√
	Proposed development envelopes		√	√
	Monument locations*			√
	Road profiles; road, intersection and parking area geometry and construction schematics*		√	√
	Proposed landscaping and screening*		√	√
	Proposed conservation buffer and/or easement areas*		√	√
	Notation prepared in accordance with Section 2.5			√
	Reduced (11' x 17') copies of proposed plan [number of copies]	10	10	10
	(C) Supporting Information & Documentation	Sketch Plan	Preliminary Plan	Final Plan
	Site location map showing proposed subdivision in relation to major roads, drainage ways, and adjoining properties	√	√	√
	Statement of compliance with the town plan and applicable local regulations	√	√	√
	Engineering reports (water and wastewater systems)		√	√
	Existing and proposed traffic generation rates, volumes*		Estimated	Documented
	Off-site easements (e.g., for water, wastewater, access)*	Description	Draft	Final
	Proposed phasing schedule*	Description	Draft	Final
	Proposed covenants and/or deed restrictions*	Description	Draft	Final
	Proposed homeowner or tenant association or agreements*	Description	Draft	Final
	Proposed performance bond or surety*		Description	Final
	(D) As may be required by the Planning Commission			
	Stormwater and erosion control plan			
	Grading plan (showing proposed areas of cut and fill)			
	Building footprints			
	Open space management plan			
	Site reclamation plan (for subdivisions involving extraction)			
	Traffic impact analysis (current and proposed traffic volumes, capacities, levels of service, proposed improvements)			
	Visual impact analysis and mitigation plan			
	Wildlife habitat impact assessment and mitigation plan			
	Fiscal impact analysis (analysis of fiscal costs and benefits to the town)			
	Other			
	* Upon written request may be waived by the Planning Commission.			



EXISTING REMAINING
LANDS LOT ±15.1 ACRES

±13.3 ACRES (EXCLUDING R.O.W)

CLASS II WETLAND
FIELD DELINEATED BY
ENVIRONMENTAL IN
MAY 2024

WASHINGTON ELECTRIC COOP
EASEMENT (V22/P201)

DISPOSAL FIELD EASEMENT
TO FLY-IN CHALET
(V33/P350)

MAD RIVER PARK

50' EASEMENT TO
AIRPORT ROAD
(V141/P286 & V88/P317)

SUMMARIZED FROM SECTION 2.3(f)
WHERE DISTRICT BOUNDARY DIVIDES A LOT IN
SINGLE OWNERSHIP, AN APPLICATION IS SUBJECT
TO CONDITIONAL USE REVIEW UNDER SECTION
5.03. THE EXTENSION OF DISTRICT STANDARDS
FOR OTHER PORTION OF THE LOT UP TO 50 FEET
BEYOND THE DISTRICT LINE INTO THE REMAINING
PORTION OF THE LOT

50' CONDITIONAL ALLOWANCE

EXISTING POND IN UPLAND
ORIGINALLY FOR STORMWATER
CONVEYANCE

x 6000 GALLON
PUMP STATION

TO MORE TOWN

AIRPORT ROAD

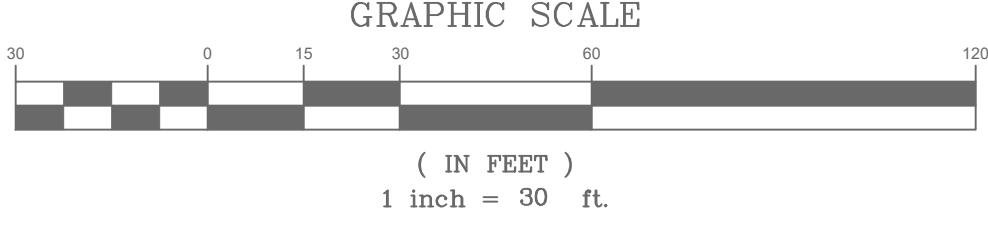
PROJECT
AREA
2.6± ACRES

LEGEND

- UTILITY POLE
- PROPERTY LINE
- RIGHT OF WAY/EASEMENT
- EDGE OF ROAD/DRIVE
- EDGE OF WATER/POND
- EX. OVERHEAD POWER
- EX. CONTOURS
- EX. FORCEMAIN
- EDGE OF WETLAND
- WETLAND BUFFER
- L.O.D.
- PRO. GRAVITY SEWERLINE
- PRO. WATERLINE
- SEWER MANHOLE
- DRILLED WELL
- EX. EDGE OF WOODS

THIS IS NOT A SURVEY
PROPERTY LINES SHOWN ARE APPROXIMATE ONLY BASED ON
A PLAN BY TRUDELL CONSULTING ENGINEERS AND SOME
EVIDENCE FOUND IN THE FIELD.

ZONING TABLE
ZONING DISTRICT: AGRICULTURAL-RESIDENTIAL DISTRICT
PROPERTY LINE SETBACKS: 75' OR AS APPROVED BY DRB



NOTE: ORIGINAL PLAN 24" x 36". OTHER SIZES NOT TO SCALE

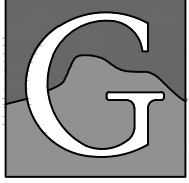
No.	Date	Revision	By

ESTES II HOUSING PROJECT

MAVIS LLC

MAD RIVER PARK

WAITSFIELD



GRENIER
ENGINEERING, PC
155 DEMERITT PLACE #2

P.O. Box 445
Waitsfield, VT 05676
TEL (802) 244-6413
FAX (802) 244-1572
grenierengineering.com

Date: 05.29.24
Scale: 1" = 30'
Designed: CLW
Checked: EX-1
Sheet No:



Wetlands Inventory Map

Vermont Agency of Natural Resources

Wetlands Inventory Map

vermont.gov



LEGEND

- Wetland
- Wetland Projects
- Wetlands - VSWI
 - Class 1 Wetland
 - Class 2 Wetland
 - Buffer
- Wetlands - VSWI Advisory Lay
- Vermont Vernal Pool Atlas
 - Confirmed
 - Potential
 - Probable
- VT List of Priority Rivers and S
 - Part B (impaired TMDL not require
 - Part C (stressed needs more asses
 - Part D (impaired with approved TMI
 - Part E (altered exotic species)
 - Part F (altered flow regulation)
 - Part G (channel alteration)
- VT List of Priority Lakes and P
 - Part B (impaired TMDL not require
 - Part C (stressed needs more asses
 - Part D (impaired with approved TMI
 - Part E (altered exotic species)
 - Part F (altered flow regulation)
- DFIRM Floodways
- Special Flood Hazard Areas (A Counties)
 - AE (1-percent annual chance flood)
 - A (1-percent annual chance floodpl



1: 3,419

June 7, 2024



174.0 0 87.00 174.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

© Vermont Agency of Natural Resources

1" = 285 Ft. 1cm = 34 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

IMPORTANT!: The Wetlands Viewer is designed to help the public research wetland locations and features. Only a qualified wetland scientist may determine the absence or presence of a wetland and the boundaries. Not all wetlands are mapped. Wetlands not mapped on the Vermont Significant Wetland Inventory may still be considered significant.

Town of Waitsfield
DEVELOPMENT REVIEW BOARD
DRAFT Meeting Minutes
May 28, 2024

1. CALL TO ORDER: The meeting was called to order at 7:00 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, Jim Tabor

Staff: Zoning Administrator JB Weir

Others: Chach Curtis, John Pitrowski, Aaron Shea

2. REVISIONS TO AGENDA, IF ANY

No changes were made to the agenda.

3. PUBLIC FORUM

Nobody requested time to address the Board.

4. Application #4177-CU by Charles Curtis and Katherine Dolan off 958 East Rd., Waitsfield VT. Applicants request approval for a second curb cut on the same parcel to serve a permitted barn/workshop. The parcel is identified as #16004.000 in the Agricultural-Residential District.

Mr. Curtis summarized that physical features on the property would make it necessary to construct a driveway much longer than access that would be enabled by a second curb cut. He noted that he has spoken with Josh Rogers about the site, and that Mr. Rodgers did not express concerns about the curb cut. Mr. Weir confirmed that Mr. Rodgers has looked at the site, and will work with Mr. Curtis to determine the exact location for the driveway edges.

Mr. Curtis explained that the solar array at the location will be moved onto the roof of the workshop when it is constructed.

Mr. Weir indicated that no concerns have been raised by adjoining property owners regarding the workshop space, and Mr. Curtis explained that there will be no water supply or wastewater system installed for the workshop. The configuration of the curb cut in relation to a nearby driveway was reviewed, and the building setbacks in the area also discussed.

MOTION: *Mr. Tabor moved to close the hearing for Application #4177-CU. The motion was seconded by Mr. McKenzie. All voted in favor.*

5. Sketch Plan Review by Shea Property Services for a subdivision of an existing 22-acre lot into three lots of 1-acre, 1-acre and 20-acres. The parcel is identified as #99031.001 and is located in the Agricultural-Residential District.

Mr. Pitrowski outlined that the Master Plan materials for the Shea's previous subdivision included information about this property as well. He indicated that the two lots proposed for development at this point are each being designed to contain duplexes, with a shared

conventional septic system for the four dwelling units. A common driveway access from Route 100 will serve both sites; access from a neighboring drive is also being explored. There are no development plans for the remaining 20 acres. The Master Plan will be revised to include that this further development has been initiated. The dimensions of setbacks, property lines, etc. were reviewed with the Board. A wetlands report is available for the parcel, as well as wildlife habitat, endangered species, and other resource reports. No Board members requested further studies of any kind.

There was some discussion of screening requirements, utilities being placed underground, and potential driveway access configurations. The applicant was encouraged to discuss the potential for driveway sharing with the adjacent Armstrong property.

MOTION: *Mr. Brines moved to designate this as a Minor Subdivision. The motion was seconded by Mr. Geiger. All voted in favor.*

6. APPROVAL OF MINUTES

The minutes of May 14, 2024 were amended and approved.

The upcoming schedule was reviewed.

7. ADJOURNMENT

The public portion of the meeting was adjourned at 7:34 pm to move into deliberations.

8. DELIBERATIONS

Respectfully submitted,
Carol Chamberlin, Recording Secretary