

Town of Waitsfield
DEVELOPMENT REVIEW BOARD
Meeting Minutes
August 13, 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, Steve McKenzie (Chair), Jim Tabor
Staff: Zoning Administrator JB Weir
Others: Sammi Moulton, John Pitrowski, Mick Rookwood, Taylor Armstrong

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 #4201-CU by Rookwood Properties d/b/a Featherbed Inn at 5864 Main Street, Waitsfield, VT. Applicant requests conditional use approval to construct a 288 sq. ft. sauna as an accessory structure to the inn operation. The parcel is identified as #99185.000 in the Agricultural-Residential District.

Mick Rookwood provided an overview of the proposed sauna building, which will replicate the sugar shack, using old barn beams and having an exterior appearance the same as the barn. He noted that there will be no public access to the sauna, and no plumbing is required. In response to questions from Board members, Mr. Rookwood explained that the structure will be screened from the road by foliage, and will have one downcast porch light on the side facing away from Route 100. The total height of the building from the ground will be just under fifteen feet, including the planned cupola.

MOTION: *Mr. Donaldson moved to close the hearing for Application #4201-CU. The motion was seconded by Mr. Brines. All voted in favor.*

5. Application SUB 24-01 by Shea Property Services off Main Street/Route 100, Waitsfield VT. Applicant requests approval for a subdivision of an existing 24.7-acre lot into three lots of 22.64-acres, 1.06-acres and 1-acre. The parcel is identified as #99031.005 in the Agricultural-Residential District.

John Pitrowski reviewed the application information, which outlines developing a duplex on each lot, with a common drive serving the houses. Water will be provided via an extension of the municipal line, and an in-ground shared septic system is planned, for which the State permit materials have been submitted. Wetland and deer yard delineations have been completed for

the entire acreage, very little of either extends onto the parcels planned for development; stream and wetland setbacks/buffer areas have been established and depicted on the plans. The impervious surface to be created by the project falls well under the half-acre threshold for requiring stormwater permitting. Mr. Pitrowski indicated that the balance of the property consists of 22.5 acres, for which there are no current development plans. He also noted that the Sheas will likely have the duplexes built and use them as rental properties.

Sammi Moulton and Taylor Armstrong requested that they be considered interested parties. Ms. Moulton's parents own land adjacent to the property being subdivided, and Mr. Armstrong lives on an adjoining parcel.

Mr. Pitrowski answered some questions from those present, first clarifying that Lot 5 is not being designated as open land in perpetuity; it is not included in this development plan, but may be proposed for development in the future. He also allowed that the driveway surface has not yet been decided upon, but that VTrans will likely require that the apron be paved; the VTrans access permit is pending. He outlined the power lines, which will be underground to the two properties from a common pole.

Mr. Donaldson raised the matter of ensuring that a homeowners' agreement is in place; Mr. Pitrowski indicated that there would be no issue with that requirement being a condition of any permit issued.

Mr. McKenzie asked about screening, particularly along the northeastern side of the property. Mr. Pitrowski noted that there is no intent to plant trees where the sight distance might be encumbered, and that no trees of significant size should be within a certain distance of the septic system. He indicated that there will be plantings in place closer to the houses. He also noted that, while most of the trees on the plan are deciduous, it is intended to keep existing conifers, where possible, along the water line.

Mr. Armstrong inquired about raising the first-floor level of the proposed buildings, noting that the field where they will be located was under water during the most recent flooding. Mr. Pitrowski indicated that no basements are planned, and that the buildings will be slightly above the level of Route 100's elevation at the point where the driveway will be located. He agreed it would be prudent to raise them a little higher based upon the water level seen recently, to elevations of 673' and 672' respectively. He noted that the grading plan would need to be revised were the houses planned to be located higher than these elevations.

Mr. Armstrong also asked about the hedge line between the Shea and Armstrong properties; Mr. Pitrowski explained that it appears the trees are along both sides of the property line, and that it may be possible to adjust the water line placement, if necessary, in order to save trees. Mr. Armstrong also asked about the existing waterway running through the property, which Mr. Pitrowski explained is considered to be part of the stream/wetlands area which needs to be protected by a buffer area, in which no impacts are permitted.

MOTION: *Mr. Tabor moved to close the preliminary hearing for this subdivision. The motion was seconded by Mr. Brines. All voted in favor.*

Mr. McKenzie opened the Final Plan Review for this subdivision.

MOTION: *Mr. Donaldson moved to close the hearing for Application SUB 24-01. The motion was seconded by Mr. Brines. All voted in favor.*

6. APPROVAL OF MINUTES

The minutes of June 11, 2024 were amended and approved.

The upcoming schedule was reviewed.

7. ADJOURNMENT

The public portion of the meeting was adjourned at 7:45 pm to move into deliberations.

8. DELIBERATIONS

Respectfully submitted,
Carol Chamberlin, Recording Secretary