



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

Steve Lewis

Waitsfield Town Office

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

Tuesday, January 14th, 2025 @ 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

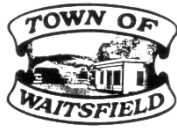
4. SUB24-02 (Preliminary Plan Review) by Mavis LLC for a 14-unit Planned Unit Development off Mad River Park Road. The parcel is identified as #06001.000 and is located in the Agricultural-Residential District and Industrial District. Sketch Plan review was held June 11, 2024.

5. APPROVAL OF MINUTES – November 12, 2024

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 14, 2025 meeting

Application #:	SUB 24-02
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; Preliminary Plan Review on January 14, 2025
Proposal/Type:	Sketch Plan review for a 14-unit clustered housing Planned Unit Development. The parcel is identified as #06001.000 and is located in both 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 December 9, 2024, applicant submitted Preliminary Plan Review application #SUB 24-02, cover letter, a site plan titled “Glideslope Villas Project Site Plan, Mavis LLC, Mad River Park” -Sheet C-1 (Grenier Engineering), dated 11/14/2024; a site plan titled “Glideslope Villas Overall Site Plan, Mavis LLC, Mad River Park” Sheet C-1 (Grenier Engineering), dated 11/14/2024; a list of adjoining landowners; a proposed set of covenants/bylaws for the PUD association titled “Bylaws of Glideslope Villas Condominium Association, Inc.”; a draft sewer line easement agreement; and a copy of the Fire Chief site plan approval email.
2. On January 9, 2025, the PZA included in the file an ANR Wetlands Inventory Map of the parcel.

C. PROPOSED FINDINGS OF FACT

1. The property is located off Airport Road and Mad River Park Road and consists of 15.1-acres, and concerns the remaining lands of the Mad River Park property. The parcel is

identified as #06001.000 and is located in the Agricultural Residential District and the Industrial District.

2. Applicants propose a planned unit development of 14 units situated within 7 residential buildings on a proposed 15.1-acre lot. The development is proposed in a compact clustered design with 2-unit duplex style buildings.
3. The existing lot is identified as parcel #06001.000 – consisting of approximately 25.7-acres – will be reduced to 10.6-acres.
4. As proposed, the proposed PUD consists of one new access drive off the existing Mad River Park Road.
5. The PUD will utilize an existing prior-approved septic system located in the Park. The sewer connection will require an easement to be provided from the abutting parcel owned by the Mad River Valley Recreation District, a draft of which has been submitted by the applicant. 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 the collection of site-runoff for treatment and disposal within a gravel wetland stormwater practice. 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.
6. 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. Per applicant's updated submittal for Preliminary Plan Review, only a sliver of the proposed duplex consisting of Units 13 and 14 is located within the Industrial District.
7. Per Section 5.04 (D) (6), 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.
8. Pursuant to Section 5.04 (C), density in a PUD 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 PUD the density is calculated based on the total acreage of the 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 proposed new PUD 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).

9. PUDs 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 PUDs, 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 14 total units.
10. 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).
11. Per the Board's determination on Sketch Plan Review, the Board determined that the proposed project shall be reviewed as a Major Subdivision which shall meet the standards in Article 3 of the Waitsfield Subdivision Regulations (Section 2.2 (C) (1)). Although applicant proposes only a two-lot subdivision of the existing 25.7-acre parcel, applicant proposes a Planned Unit Development consisting of 14 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.
12. The project satisfies the dimensional standards of Table 2.07 (D) for the Agricultural-Residential district. The proposed PUD lot of 15.1-acres meets the minimum lot size requirement of 1-acre. Per applicant's submittal, the project satisfies the District property line setbacks on the outer boundaries. The proposed PUD parcel borders both Airport Road and Route 100/Main Street. Pursuant to Table 2.07 (D), the 90-foot minimum road frontage of a lot off Airport Road in the Agricultural-Residential District is well-exceeded by approximately 837 feet of frontage. It also noted that, pursuant to Section 3.10 of the Zoning Bylaws, this stretch of Route 100 is delineated as a scenic road. Scenic roads require 200 feet of road frontage, which again is exceeded by the proposed 702 feet of frontage along Route 100.
13. Section 3.3 (C): Protection of wetlands, floodplains and surface waters: Lot boundaries and development envelopes shall be located and configured to avoid any undue adverse impact to wetlands, floodplains, streams and rivers and designated water supply Source Protection Areas (SPAs). There are State jurisdictional wetlands on the parcel.

However, the development has been sited outside the wetlands buffer, thereby preserving the natural wetlands. Given Act 250 jurisdiction over the project, review by the regional Wetlands Division is anticipated.

14. Section 3.3 (D): Protection of Steep Slopes and Ridgelines: Lot boundaries and development envelopes shall be located and configured to minimize undue adverse impacts to slopes greater than 15%, to avoid disturbance to slopes in excess of 25%, and to avoid the placement of structures on ridgelines. Per applicant's submittal as well as natural observation, there are no steep slopes present on the subject parcel.
15. Section 3.3 (E): Protection of Wildlife Habitat: Lot boundaries and development envelopes shall be located and configured to minimize undue adverse impacts on wildlife habitat, including travel corridors, identified in the Waitsfield Town Plan, by the Vermont Department of Fish & Wildlife, through site investigation, or as identified in habitat inventories conducted by qualified wildlife experts. Per the ANR map included by the PZA, no wildlife habitat, including deer wintering areas (DWA) are mapped on the subject parcel, as it has already been heavily-developed. DWA and other wildlife habitat exist only across Airport Road to the south of the proposed development.
16. Section 3.3 (F): Protection of Historic & Cultural Resources: (1) Historic features, including stone walls, should be preserved and integrated into the subdivision design (e.g., driveways may follow stone walls) to the extent practical. No historic or cultural resources are present on or near the proposed PUD lot.
17. Section 3.3 (G): Protection of Farmland: Lot boundaries and development envelopes shall be located and configured to avoid undue adverse impacts to primary agricultural soils and other open farm fields. Methods for avoiding such adverse impacts include, but may not be limited to, the following: (1) Development envelopes shall be located and configured to minimize the development of primary agricultural soils, and subdivision boundaries shall not fragment land characterized by primary agricultural soils unless the parcel, due to site conditions or prior disturbance, is not viable for future agricultural management, or unless the portion of the subdivided parcels characterized by the primary agricultural soils will remain available for future agricultural production. Neither prime agricultural soils nor open farmland is present on the subject parcel.
18. Section 3.3 (I): Protection of Scenic Resources: Lot boundaries and development envelopes shall be located and configured to avoid undue adverse impacts to scenic resources. Methods for avoiding such adverse impacts include but may not be limited to the following: Subdivisions within view of scenic roads, as identified in the Town Plan, shall be designed to avoid adverse impacts to identified scenic resources; and Development envelopes located within view of identified scenic roads or within identified scenic viewsheds should be located to avoid prominent placement within the foreground or background of the viewshed; rather, development should be placed within the middle ground of the view to the extent practical. Pursuant to Section 3.10, Route 100/Main Street is designated as a scenic road. In its Sketch Plan Review Determination, the Board requested a landscape/screening plan and a tree-cutting plan for the new PUD lot. Per applicant's submittal, naturally-forested areas border the project site and will provide screening to Route 100/Main Street. The existing screening from

Route 100 will be mostly maintained, but that there will be some tree removal. Applicant's updated plans reflect the specific trees to be removed and those to be retained to provide adequate screening from Route 100. (See Project Site Plan, Sheet C-1 depicting existing vegetation and proposed vegetation.)

19. Section 3.4: Stormwater Management and Erosion Control: All subdivisions shall be designed to integrate development into existing topography and drainage patterns, and an erosion and sedimentation control plan should be submitted if the plans include excavation, filling or grading of land in excess of 15% in grade. No such steep slopes exist in the area of the proposed lots. As noted above, an on-site stormwater treatment system that will consist of the collection of site-runoff for treatment and disposal within a gravel wetland stormwater practice. Sheet C-1 of the Project Site Plan depicts a proposed stormwater treatment area which includes a man-made pond to be repurposed.
20. Section 3.7: Water Supply and Wastewater Disposal: Applicant has provided both septic system type and location details for lots 6 and 7 in addition to well locations. As noted above, The PUD will utilize an existing prior-approved septic system located in the Park. The sewer connection will require an easement to be provided from the abutting parcel owned by the Mad River Valley Recreation District, a draft of which is has been submitted by the applicant. For potable water supply, applicant proposes individual drilled wells.
21. Section 3.8: Utilities: All utilities, existing and proposed, throughout the subdivision shall be shown on the final plat, and be located as follows: (1) All utility systems, which may include but not be limited to electric, gas, telephone, fiber optics and television cable, shall be located underground throughout the subdivision, unless deemed unreasonable or prohibitively expensive by the Development Review Board due to site conditions; (2) The subdivider shall coordinate subdivision design with the utility companies to insure adequate and suitable areas for installation, both for the proposed subdivision and anticipated development on lands adjacent to the subdivision; (3) Utility corridors shall be shared with other utility and/or transportation corridors, and be located to minimize site disturbance, the fragmentation of farmland and other designated open space, and any adverse impacts to natural, cultural or scenic resources and public health. Applicant's plans do depict the locations of existing overhead power. *The PZA recommends inquiring as to whether utilities to the new units will be underground.*
22. Sketch Plan review was held on June 11th, 2024.
23. Per the Board's determination on Sketch Plan Review, the applicant was to submit screening and tree-cutting plans for Preliminary Plan review. As discussed above, applicant has updated the site plans to include further detail on specific trees to be removed and those to be retained for project screening.
24. Per the Board's determination on Sketch Plan Review, the applicant was to adjust the location of the proposed duplex-unit 8 such that the unit is predominantly situated within the extended 50-foot district boundary. Subsequent to Sketch Plan Review, applicant revised the proposed building layout to include only 7 duplex buildings all of which are

situated within the Agricultural-Residential District and/or the extended 50-foot district boundary.

25. Per the Board's determination on Sketch Plan Review, the applicant was to contact the Waitsfield-Fayston Fire Department for a site visit to confirm the adequacy of emergency access to the proposed development. The fire chief has provided his review and approval of the proposed PUD site plan which is included in the submittal.
26. 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. A draft "Bylaws of Glideslope Villas Condominium Association" is included in the submittal.
27. A public hearing will be held on Tuesday, January 14th, 2025. Notice was sent to *The Valley Reporter* on December 16, 2024, and it appeared in the December 19, 2024 issue of *The Valley Reporter*. Abutting property owners were sent notice on December 16, 2024.

TOWN OF WAITSFIELD

4144 Main Street, Waitsfield, Vermont 05673

SUBDIVISION APPLICATION

802-496-2218

Application #: SUB 24-02 Fee Paid: \$665 pd 12/11/24
Date Application Received: 12/19/24 Sketch Plan Review (applies to minor and major): \$25
Discussion Phase Meeting Date: 6/11/24 Minor Subdivision: 1-4 lots, \$150/lot; Amendment: \$75
Warned: 12/16/24 Major Subdivision: 5 lots, 800' road, PUO/PRD: \$175/lot
Classification: Major / Minor Site Visit Date: _____
Final Plan Hearing(s) Date: Preliminary: 1/14/25 Abutter Notifications Sent: 12/16/24
Decision: _____ Date Signed: _____
Comments: _____
Mylar Due Date: _____ Slide #: _____

Name of Development Glideslope Villas
Has 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 amendments

Owner/Applicant: Mavis LLC Telephone: _____
(If not owner, please submit letter authorizing agent status) e-mail: tkingsbury@kingsburyco.com
Mailing Address: 58 Center Road Middlesex, VT 05602
Physical Location of Property: 0 Airport Rd
Parcel #: 06001.000 Zoning District Ag-Res/Ind. Flood Hazard Area: Y ☒ N Wetlands: ☒ N
Total Acreage of parcel to be subdivided: 15 +/- acres Number of Lots Proposed: 14 units
Acreage in Each Lot: Lot 1: 15.1 +/- Lot 2: 10.6 +/- 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: [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 adjoining owners 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.			



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

December 9, 2024

RE: Proposed PUD- "Glideslope Villas". 14-Unit Clustered Housing Development. Off Mad River Park Rd.
Ag-Res District. Preliminary Review. Applicant/Landowner: Mavis, LLC.

Dear John,

Please find enclosed with this letter a Town of Waitsfield subdivision application for preliminary review, two fee checks totaling \$715.00 to cover the application fee, a copy of proposed covenant/bylaws for the proposed PUD association, a copy of draft sewer line easement agreement, a copy of Fire Chief site plan approval email, stamped and addressed envelopes for neighbor notification. Also enclosed are one full size copy (24" x 36") and seven reduced size copies (11" x 17") of the following site plans:

1. Overall Site Plan- dated 12/9/2024
2. Project Site Plan- dated 12/9/2024

Mavis LLC is applying for preliminary review of the proposed PUD previously receiving Sketch Plan approval on 6/20/2024. The proposed clustered housing development will now contain 14 units situated within 7 new residential duplex buildings on proposed Lot A of 15.1 +/- acres. The existing remaining lands lot will be reduced to 10.6 +/- acres as result (remaining lands within Mad River Park).

As previously noted in Sketch Plan Review, the project aims to take advantage of the 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 via Mad River Park Rd. The project site also provides easy access to the neighboring recreation fields.

The proposed PUD consists of one new project access drive off Mad River Park Rd. Through utilization of a compact clustered design with 2-unit duplex style buildings, the goal of the project is to provide a median level of affordability to the housing market in the Mad River Valley.

The project will utilize a previously approved septic system located nearby in Mad River Park. The sewer connection requires an easement to be provided from the neighboring recreation district parcel, which has been drafted and included in the application. The project will utilize individual drilled wells for water supply. Connection to the existing septic system and installation of the proposed drilled wells will require a State of VT WW permit. The project will also utilize an on-site stormwater discharge treatment system. The stormwater system will involve collection of site runoff for treatment and disposal within a gravel wetland stormwater practice. The stormwater system will require a State of VT SW 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 shown 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. As result of the sketch plan review determination and due to continued project planning, please note that the site plan layout has been modified as requested in terms of the location of proposed buildings and the district boundaries.

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. Proposed Lot A consists of 15.1+/- acres (13.3+/- acres when public and private ROW's are subtracted). By utilizing the 25% increase available as described above, the available density for the project site equals 17 units, and 14 units are proposed. The project includes a project area of approximately 2.6+/- acres, resulting in open space totaling 12+/- acres. This results in an open space that is approximately 80% of the project, which 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.

In response to the Sketch Plan determination, we have provided the following details to aid in Preliminary Review:

- a./b.- The site plans now contain further detail on specific trees to be removed and to be retained for project screening.
- c.- The proposed building layout has been revised. The project now only includes 7 duplex buildings and they are all situated within the Ag-Res. District and/or the extended 50' district boundary.
- d. The Waitsfield Fire Chief has provided his review and approval of the proposed PUD site plan, which is enclosed.

It is the applicant's position that the clustered PUD housing project proposed for Preliminary Review is in conformance with the Waitsfield zoning regulations and the town plan. The project includes significant open space and preservation of natural wetland features while providing needed clustered housing options for the Mad River Valley.

Thank you for your time in considering this project for Preliminary Review. We look forward to meeting with the DRB at the earliest available date in January 2025. Please let us know if you have any further questions.

Respectfully,

Chris Austin
Permit Coordinator
Grenier Engineering, PC

44C

PROPOSED
STORMWATER
TREATMENT
AREA

EXISTING MAN
MADE POND TO BE
REPURPOSE

PROJECT —
AREA
2.6± ACRES


















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

OWNER : MAVIS LLC

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

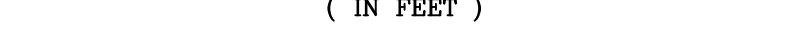
Date: 11.14.24
Scale: 1" = 30'
Designed: CLW
Drawn: CLW
Checked: JDG
Sheet No: C-1

[illegible]

LEGEND	
	UTILITY POLE
	PROPERTY LINE
	RIGHT OF WAY/ESSEMENT
	EDGE OF ROAD/DRIVE
	EDGE OF WATERPOND
	EX. OVERHEAD POWER
	EX. CONTOURS
	EX. FORECMAIN
	EDGE OF WETLAND
	WETLAND BUFFER/SETBACKS
	LIMIT OF DISTURBANCE
	PRO. GRAVITY SEWERLINE
	PRO. WATERLINE
	SEWER MANHOLE
	DRILLED WELL
	EX. EDGE OF WOODS
	PRO. EDGE OF WOODS

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

GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.



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 requirec
 - 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 requirec
 - 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.





DEVELOPMENT REVIEW BOARD

SKETCH PLAN REVIEW DETERMINATION

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 off 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 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 Industrial district is an “accessory dwelling.” 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.

Density in a PUD 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 PUD 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).

PUDs 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 PUDs, 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.

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 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 has not committed to whether the units will be sold individually or created as rental units.

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 DETERMINATION

1. At the meeting held on June 11, 2024, the DRB determined that as per Section 2.1 of the Subdivision Regulations, the proposed project shall be reviewed as a Major subdivision which shall meet the standards in Article 3 of the Waitsfield Subdivision Regulations. Section 2.2 (C) (1). 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.
2. No waivers were requested at this time.
3. The DRB has made the following recommendations for Preliminary Plan Review, per Section 2.2 of the Subdivision Regulations, for which an application must be submitted within 6 months of the date of this determination:
 - a. A screening/landscaping plan shall be submitted for Preliminary Plan review.
 - b. A tree cutting plan shall be submitted for Preliminary Plan review.
 - c. Applicant shall adjust the location of the proposed Unit 8 such that the unit is predominantly situated within the extended 50-foot district boundary.
 - d. Applicant shall contact the Waitsfield-Fayston Fire Department for a site visit to confirm the adequacy of emergency access to the proposed development.

Town of Waitsfield
DEVELOPMENT REVIEW BOARD
DRAFT Meeting Minutes
November 12, 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: Kellee Mazer

2. REVISIONS TO AGENDA, IF ANY

No changes were made to the agenda.

3. PUBLIC FORUM

Nobody requested time to address the Board.

4. 4209-CU by 4429 Main LLC/Kellee Mazer at 4429 Main St., Waitsfield, VT. Applicant requests conditional use approval for a change in use in one a portion of the building from a school to retail. The parcel is identified as #99108.300 in the Village Business District.

Mr. Donaldson noted that board members had received and reviewed the application materials for the space to be rented as retail. Ms. Mazer explained that she is planning to rent space in the building as separate units again, with the other portion of the building to be office space. She confirmed that at this time there are no plans for new signage or outside lighting, although the business owner may request a sign permit.

It was discussed that, barring significant changes to the operations, upcoming changes which fall under the retail or office space category may be able to be approved administratively. Ms. Mazer was advised to consult with the Zoning Administrator when any new use is anticipated.

MOTION: *Mr. Geiger made a motion to close the hearing for Application 4209-CU. The motion was seconded by Mr. Brines, and passed unanimously.*

5. APPROVAL OF MINUTES - The minutes of September 10, 2024 were approved.

6. OTHER BUSINESS - The upcoming schedule was reviewed.

7. ADJOURNMENT - The public portion of the meeting was adjourned at 7:12 pm to move into deliberations.

8. DELIBERATIONS

Respectfully submitted,
Carol Chamberlin, Recording Secretary