

**Town of Waitsfield
DEVELOPMENT REVIEW BOARD
Meeting Minutes
April 22, 2025**

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, Chris Cook, John Donaldson (Chair), Gib Geiger, Steve McKenzie, and Jim Tabor

Staff: Zoning Administrator JB Weir

Others: David Roberts, Marguerite Roberts

2. REVISIONS TO AGENDA, IF ANY

No changes were made to the agenda.

3. PUBLIC FORUM

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4. 4214-CU by David & Marguerite Roberts at 124 Butternut Hill Rd., Waitsfield, VT. Applicants request conditional use approval to construct a 493 sq. ft. studio addition to an existing single-family dwelling. The parcel is identified as #29011.000 in the Agricultural-Residential District Agricultural Residential District, Special Flood Hazard Area (SFHA) Overlay, and the Fluvial Erosion Hazard Overlay (FEHO).

Mr. Roberts indicated that there was no information to present other than what was included in the application materials. He explained that the concept behind the addition is to gain some more living space, as the couple has retired and plan to age in place.

Mr. Donaldson pointed out that several aspects of the application should be addressed: the non-conforming structure, the SFHA, and a letter received from neighbors.

It was confirmed that, although the structure is currently non-conforming, the proposed addition is smaller than the 50% limit allowed for such structures.

It was noted that the recent appraisal provides a more realistic value for the house, and can be used when determining if the SFHA requirements that substantially improved structures be elevated are in effect.

Although the application states that no floods have impacted the home in the 40 years since its construction, Mr. Roberts confirmed that there was some water on the lower floor following Tropical Storm Irene; it is unknown whether that water came from the Mad River or from runoff above the house.

Mr. Weir outlined that the proposed addition to the footprint is allowable in the SFHA; and that the bottom floor of the house is already at an elevation to be considered in the high risk area of the FEHO, the addition will not be lower than this.

It was calculated that the proposed addition will need to be completed for \$212K or less in order to not require elevation of the entire structure. The Roberts indicated that they would be able to provide a cost estimate demonstrating that this is possible.

Ms. Cook asked for confirmation that other options had been considered in order to create the space desired, and Mr. and Mrs. Roberts explained why the current plan is the most suitable, as well as having the new construction located on a side of the house that is farther from the river edge. Ms. Cook also cautioned that construction should be of a quality level, and that a lesser level of construction quality should not be used in order to satisfy the cost requirement to avoid the need to raise the elevation of the entire structure.

Concerns raised in correspondence received from the Whites, who are neighbors of the property, were reviewed. The question raised regarding the location of the new shed on the Roberts' property was addressed by Mr. Roberts, who explained that they had learned it was not allowed to stay in the SFHA were they have it placed, and that it will be moved. Another concern raised by the Whites was regarding construction of a deck. It was explained that this was part of the original design, but has been removed from the plans included in the application materials and is no longer intended to be built.

MOTION: *A motion to close the hearing for Application 4214-CU passed unanimously.*

5. APPROVAL OF MINUTES

The minutes of January 14, 2025 were amended and approved.
The minutes of March 25, 2025 were amended and approved.

6. OTHER BUSINESS – Mr. Weir outlined the upcoming schedule and provided some updates related to recent hearings.

7. ADJOURNMENT – The public portion of the meeting was adjourned at 7:36 pm and the Board entered Deliberative Session.

8. DELIBERATIONS

Respectfully submitted,
Carol Chamberlin, Recording Secretary