

**Town of Waitsfield  
DEVELOPMENT REVIEW BOARD  
Meeting Minutes  
May 9, 2023**

**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, Rudy Polwin, Jim Tabor, Jonathan Ursprung

**Staff:** Planning & Zoning Administrator JB Weir

**Others:** Jonny Adler, Peter Boynton, Charley Burbank, Lisa Loomis, Chris Pierson, Michael Sharkey, TJ Greenwood, Eric Kingsbury, Kathleen Kingsbury

**2. REVISIONS TO AGENDA, IF ANY**

No changes were made to the agenda.

**3. PUBLIC FORUM**

No members of the public asked for time to address the Board.

**4. Application #4102-CU** by Rider's Outpost, LLC at 7575 Main Street, Waitsfield VT. Request to amend the approved Master Plan to include 6 cabins, 6 seasonal tent pads and one bath house. As per the Adaptive Redevelopment Overlay standards, amended master plan and PUD approval is required for new uses/structures not identified in the approved master plan. The parcel is identified as #99216.000 in the Agricultural-Residential District and Adaptive Redevelopment Overlay District

This hearing was continued from April 11, 2023.

A site visit took place on April 20, 2023, and was attended by John Donaldson, Rudy Polwin, James Tabor, and Duncan Brines.

Board members agreed that the application was complete.

Mr. Adler presented information related to the items included on the punch list from the April 11 meeting, and the following was noted:

- Elevation drawings had been submitted and Board members were satisfied they were complete.
- A comparison of the original main building renovation plans and completed work was provided; Board members acknowledged there was a minimal addition of square footage created.
- A requirement of 67 parking spaces had been calculated, and Mr. Adler pointed out the additional overflow parking that has been defined to accomplish providing the required number of spaces, clarifying where some hard-to-notice spaces are located.
- A traffic impact study was provided; Board members confirmed they had read this, and had no related questions.
- The number of occupants that can be accommodated at full capacity is included in the application materials.

- Written feedback from Shannon Morrison, State Wetlands Ecologist, was available, as well as information from Ned Swanberg, State Floodplain Manager. Much of the information provided was regarding the tent platforms:
  - Mr. Adler explained the difference between the River Corridor and the required fifty-foot buffer area along the River.
  - Platforms are allowed in the Corridor, but not the buffer area.
  - The tent pads will be wooden removable structures, approved by Mr. Swanberg. Act 250 review will also be coordinated with Mr. Swanberg.
  - The State has no restrictions related to the months when the tent platforms are in use.
  - The Lotus Belle tent, which can contain a wood stove, may or may not be used in a winter common area tent.
  - The platforms can be readily moved in situations where flooding is imminent.

Board members had no further questions for Mr. Adler; no members of the public raised questions or concerns regarding this application.

**MOTION:** *Mr. Brines moved to close the hearing for Application #4102-CU. Mr. Geiger provided the second. All voted in favor.*

**6. Application #SUB23-04** (Final Plan Review) by the Estate of Don Joslyn off Common Road, Waitsfield VT. Applicant proposes to subdivide an existing 79-acre lot into two lots of 7.1-acres and 71.9-acres. The property is identified as #04013.000, located in the Agricultural-Residential District.

Mr. Burbank provided an overview of the plans submitted, noting that a waiver was already granted for the reduction of road frontage to 197 feet, that only the 7.1-acre lot will be developed under the current application, and that the wetlands on the other portion of the parcel will not be affected by this development. Mr. Donaldson pointed out that the septic systems proposed for deferred development on the 79-acre lot should not be depicted on the plans, as no proposed development for that acreage is being reviewed at this point.

Mr. Burbank acknowledged that power will be installed underground to the house if required by the Board.

The curb cut was discussed, with Mr. Burbank noting that it will be located either where the current logging access exists or to the north side of the stone walls. He confirmed that a drive would not be established between the stone walls, as this area provides some drainage for the property. Board members reminded Mr. Burbank that a curb cut will need to be approved by the Road Foreman; he indicated that a culvert already exists at the logging entrance.

The building envelope location depicted on the plans was clarified, although it was not clear whether the area indicated was for a house only or for a small envelope based upon setbacks and wet areas. Mr. Weir pointed out that a future buyer has the option to come in for an amendment if necessary to adjust the envelope.

It was agreed that due to the narrow lot, narrow access, short distance to the house site, and slight slope of the parcel, no screening of the house site will be required.

It was explained that a State Wastewater and Potable Water Supply Permit will need to be obtained for final approval of this subdivision, and that Mr. Burbank's engineer should be able to assist with that application.

It was agreed that the 6-month deadline between Sketch Plan review and this hearing will be waived if necessary.

Peter Boynton and Chris Pierson both spoke of springs on the Joslin parcel that serve their and other properties, indicating that some are misidentified and others not included on the application drawings. It was confirmed that all water rights are deeded. Mr. Burbank noted that he will get this information corrected; Mr. Weir offered to assist by coordinating with Mr. Burbank's engineer to have the springs as well as the wetland portion of the seven-acre lot delineated on the plans.

A site visit was scheduled for May 16, 2023 at 10 am. The Board requested that Mr. Burbank stake the spring locations, the proposed building envelope, and the proposed well location prior to the site visit.

All the neighbors present requested to be included as interested parties to this hearing and were approved by the Board to be so designated. The interested parties are Peter Boynton, Chris Pierson, Michael Sharkey, and Eric and Kathleen Kingsbury.

**MOTION:** *A motion to continue the hearing for Application #SUB23-04 until June 13 at 7 pm passed unanimously.*

## **7. APPROVAL OF MINUTES**

The minutes of April 11, 2023 were amended and approved.

## **8. OTHER BUSINESS**

The upcoming schedule was reviewed.

## **9. ADJOURNMENT**

The public portion of the meeting was adjourned at 8:20 pm to move into deliberations.

## **10. DELIBERATIONS**

Respectfully submitted,  
Carol Chamberlin, Recording Secretary