

**Town of Waitsfield
DEVELOPMENT REVIEW BOARD
Meeting Minutes
October 24, 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, Steve McKenzie (Vice-Chair), Rudy Polwin, Jim Tabor, Jonathan Ursprung

Staff: Zoning Administrator JB Weir

Others: Bunny Downing, Rebecca Brooke Downing, Sandy Gallup, Mark Wilson

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 #4145-CU by Rebecca Brooke Downing at 5197 Main Street, Unit 5, Waitsfield VT. Pursuant to Table 2.03 (C) (34) of the Zoning Bylaws, applicant seeks conditional use approval to operate a takeout bagel shop (restaurant). The property is identified as #99136.005, located in the Irasville Village District.

Mr. Polwin recused himself from the hearing, as his office is located in the same complex as the proposed bagel shop.

Ms. Downing provided an overview of her plans, noting that her equipment is in place and that she plans to keep the operation on the small side in the beginning.

Mr. McKenzie asked if the matter of installing a grease trap between the Unit and the wastewater system had been discussed. Ms. Downing explained that as there is no grease involved in bagel-making, this has not come up during the State review of her proposal. She confirmed that she has almost completed all necessary State applications, including for the Department of Health and the Division of Fire Safety. There was some discussion of the traffic flow, with Ms. Downing anticipating that the flow should not impact the parking availability at the property, particularly as she anticipates that a large portion of her activity will be in the early morning when most of the other businesses are not open yet.

MOTION: *Mr. Brines moved to close the hearing for Application #4145-CU. The motion was seconded by Mr. Tabor. All voted in favor.*

5. Application #4148-CU by the Waitsfield United Church of Christ at 4355 Main Street, Waitsfield VT. Pursuant to Table 2.02 (C) (12) of the Zoning Bylaws, applicant seeks to place a storage container (accessory structure) for use by the place of worship (church) for bottle and can redemption. The property is identified as #99072.000, located in the Village Residential District.

Ms. Gallup provided an overview of the plans to replace the small shed currently used for the Village Meeting House's collection of returnable bottles and cans, explaining that the program has grown beyond the capacity of the current shed and the daily work involved in running the program.

Mr. Weir explained that the back corner of the parking lot is in the Flood Hazard Overlay, and therefore Ned Swanberg (River Corridor Manager) has indicated that one corner of the new structure be anchored.

Ms. Gallup and Mr. Wilson explained that no screening is planned, as the container will not be visible from the road, and there is no space surrounding the container that would allow for plantings, as it will be in the corner of the parking lot. The container will likely be off white in color.

Mr. Weir noted that the square footage number provided on the application is incorrect, as the storage container will be 8 x 20 for a total of 160 square feet. Ms. Gallup approved Mr. Weir's correcting that number on the application.

MOTION: *Mr. Brines moved to close the hearing for Application #4148-CU. The motion was seconded by Mr. Ursprung. All voted in favor.*

6. APPROVAL OF MINUTES

The minutes of September 26, 2023 were amended and approved.

7. OTHER BUSINESS

The upcoming schedule was reviewed.

8. ADJOURNMENT

The public portion of the meeting was adjourned at 7:28 pm to move into deliberations.

9. DELIBERATIONS

Respectfully submitted,
Carol Chamberlin, Recording Secretary