

TOWN OF HIGHGATE

Development Review Board

June 9, 2016 @ 6pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

I. CALL TO ORDER

The meeting was called to order by chairman, Rick Trombley at 6:00pm, noting there is a quorum present.

Present at this meeting:

- **DRB members:** Rick Trombley, Chair; Tim Reynolds, Vice-Chair; Scott Martin; Julie Rice; *absent – Woody Rouse*
- **Staff:** Wendi Dusablon- Planning & DRB Clerk; Heidi Britch-Valenta – Zoning Administrator (arrived @ 6:45pm)
- **Public / Other:** Brian Hehir; Dan Brosseau; Mike Fontaine; Debbie Spears; Shawn Spears; Nathan Howells; Roy Hango; Paul Thibault; Charles Christolini; Pete Paquette

II. REORGANIZE THE DRB

Rick stated that the DRB was never reorganized back in March after town meeting. Motion by Julie Rice to nominate Rick Trombley as Chair of the DRB. The motion was seconded by Tim Reynolds – **APPROVED**. Motion by Scott Martin to nominate Tim Reynolds as Vice-Chair of the DRB. The motion was seconded by Julie Rice – **APPROVED**.

III. PUBLIC HEARINGS

Fontaine, Michael

*Conditional Use Application
79 Gore Road
Village District*

Rick swore in Mike Fontaine. There was no one else present for this hearing. It was noted that no one on the board needed to recuse themselves. The proposal is to add a 30' x 40' storage building / garage next to the existing building and eventually adjoin them with a 6' covered breezeway. The new structure will not be used for the public. It will be for storage and a workshop. The front and rear will match the existing building with the space in between will eventually have the breezeway, but that won't happen this year. So Mr. Fontaine won't have to come back, they asked him to draw the breezeway on the permit he has already submitted to the town, so it can all be included in this review. Scott had questions about other access to the new structure. There will be a 10' overhead garage door on the front and there will also be a 30" walk in door, no windows. Mike also marked the doors and walkways on the permit that was previously submitted. Nothing in the business (M&R Guns & Ammo) will be changing at all. Rick ran through the conditions of approval from the Town of Highgate Development Regulations. There were no further questions from the board or from Mr. Fontaine. The board will issue a written decision within 45 days, but it won't take 45 days. If approved, Mr. Fontaine can come in to get his permit and if denied he has options through environmental court that he can pursue. Mr. Fontaine asked about a time frame. The board will likely make a decision tonight in deliberative session. Motion by Rick Trombley to close the hearing @ 6:11pm. The motion was seconded by Tim Reynolds – **APPROVED**.

Brosseau, Daniel & Lise

*Preliminary Plan Review – 6 Lot Subdivision
off Morey Road & Darlene Drive (Maple Lane)
Medium Density Residential District*

Present for this hearing were Dan Brosseau, Roy Hango, Brian Heir, Charles Christolini, Shawn & Debbie Spears, Paul Thibault and Nathan Howells. All were sworn in at previous hearings. It was noted for the

record that Scott Martin will be recusing himself from this hearing, and we still have a quorum. Rick began by reading aloud from some recent email correspondence beginning on 5/26/16 through 6/6/16 between Nathan Howells (Project Manager / Trudell Consulting Engineers), Laura Lapierre (Wetlands Program Manager) and Shannon Morrison. The correspondence also included Alexander Hango towards the end of the thread, as well as Debbie Spears, Wendi Dusablon, Heidi Britch-Valenta and Laura Woods throughout. Please refer to the screen shots below of what Rick read aloud from.



Civil Engineering Land Surveying Landscape Architecture Environmental Services
 100 Main Street, Suite 1000, Montpelier, VT 05602
 Please consider the environment before printing this email

From: Nate Howells
 Sent: Tuesday, May 31, 2016 12:01 PM
 To: Lapierre, Laura; Morrison, Shannon
 Cc: Heidi Britch-Valenta <Heidi.Britch-Valenta@higgatevt.org>; Wendi Dusablon <Wendi.Dusablon@higgatevt.org>; Woods, Laura
 Subject: RE: #2104-115 Dinosaur Wetland Permit

Laura,
 Thanks for your response, for the attachments, and for alerting me to the typographical error you mention below.
 On my client's behalf and at their request I have taken a closer look at the site plan revisions proposed by Mr. Grosseau from your attachments as they relate to this wetland permit. You are correct that the total numerical increase in disturbance area, based on the numbers shown in the "legend" section of Mr. Hango's "Wetland Site Map" dated 9/23/14 and that dated 2/13/16, is 1065F.

2340+2540+4880SF buffer disturbance under original permit
 2340+2646+4986SF buffer disturbance proposed as administrative amendment
 4986-4880=106 SF

However, looking more closely at the permit conditions and the 2/13/16 plan I note multiple areas of concern where disturbance area may have been omitted from these simplistic figures (see attached).

1. An area about 130 SF of "area cleared of trees cut for surveying in 50' buffer" adjacent to the "area of new road in buffer zone" that was not included in the revised disturbance area calculations.
2. An area of about 1420 SF of wetland buffer area inside the proposed "new split rail fence" that can be presumed to be proposed for compliance with Condition F of the permit. That condition states:
 "Permanent disturbance for the limits of disturbance shall be installed in the form of a split rail fence along the access drive as part of the construction process."
 If disturbance is to be allowed from the proposed road to this fence line, then these areas have not been accounted for in Mr. Hango's "legend" nor the calculations or permit areas.
3. Assuming the same disturbance pattern from #2 above, there are about 101 SF of Class II wetland that will be disturbed by the proposal. This is not discussed in the permit, rather, the permit references "zero" SF of actual wetland disturbance.
4. Finally, the permit mentions the 2340 SF of "temporary impact" as it relates to the areas shown on Mr. Hango's plan as "area cleared of trees cut for surveying in 50' buffer". However, this area omits the about 907 SF of cleared area that planned to become "area of new road in buffer zone".

With these omissions singularly, or together, it appears that the proposal should require a formal amendment of the wetland permit. Please let me know if you have any questions, or would like to discuss my observations further. We look forward to hearing how you intend to proceed. A determination in advance of the 6/9 local hearing on this project, for which this determination is important, would be greatly appreciated.

Thanks
 Nathan Howells, P.E.
 Project Manager

20160527 10:01 AM
20160527 10:01 AM
20160527 10:01 AM



Civil Engineering Land Surveying Landscape Architecture Environmental Services

135 West Park Road, Williston, Vermont 05495 www.tcevt.com

Please consider the environment before printing this email

From: Lapierre, Laura [mailto:Laura.Lapierre@tcevt.com]
Sent: Friday, May 27, 2016 4:28 PM
To: Nate Howells; Morrison, Shannon
Cc: hivesdent@bioboston.org; Wendi Dusebin (wdu@tcevt.com); Woods, Laura
Subject: RE: #2104-115 Brousseau Wetland Permit

Nate,

Shannon was out in the field yesterday, and is out today returning on Tuesday. You are correct that the notice stated 4,800sqft of impact, however the permit approved 4,880sqft. It appears that the notice had a typographical error. See the attached permit. The amendment was for 106sqft.

Regards,

Laura



Laura Lapierre, PWS NHICWR
Wetlands Program Manager
1 National Life Drive, Main 2
Montpelier, VT 05602-3323
802-496-4177 laura.lapierre@tcevt.com
www.watershedmanagement.vt.gov
Check out our new and improved webpage! <http://tcevt.vermont.gov/watershedmanagement>

From: Nate Howells [mailto:Nathan.Howells@tcevt.com]
Sent: Friday, May 27, 2016 2:57 PM
To: Morrison, Shannon <Shannon.Morrison@vermont.gov>
Cc: Lapierre, Laura <Laura.Lapierre@vermont.gov>; dusebin@bioboston.org; Wendi Dusebin (wdu@tcevt.com); wdu@tcevt.com
Subject: RE: #2104-115 Brousseau Wetland Permit

Shannon,
I'm follow up on the below with you. Can you provide me the current wetlands permit, the plans used to make the original determination of affected area and the more recent determination ("106 SF"), and also comment on my calculations below that show a formal permit amendment is needed?
Thanks

Nathan Howells, P.E.
Project Manager

20160527 10:01 AM
20160527 10:01 AM
20160527 10:01 AM



Civil Engineering Land Surveying Landscape Architecture Environmental Services

135 West Park Road, Williston, Vermont 05495 www.tcevt.com

Please consider the environment before printing this email

From: Nate Howells
Sent: Thursday, May 26, 2016 12:34 PM
To: Shannon Morrison@vermont.gov
Cc: Laura.Lapierre@vermont.gov; hivesdent@bioboston.org; Wendi Dusebin (wdu@tcevt.com)
Subject: FW: #2104-115 Brousseau Wetland Permit

Shannon,
I contacted Laura Lapierre this morning and I am now in receipt of the attached email correspondence between you and Mr. Alex Hengo. On 4/10/16 he states that there is a change of "106 SF of buffer impact". The Notice of issuance for this permit (see attached) states that there is an impact of "4800 square feet of Class II wetland buffer zone". However, on the attached "Wetland Site Map" dated 5/20/16 which I received from the Town, there are two disturbance areas stated in the Legend:

"Area cleared of trees cut for surveying in 50' buffer (2340 SF)"
"Area of new road in buffer zone (2646 SF)"

Notwithstanding the accuracy of these disturbance area representations, the sum of these two areas is 4986 SF
2340+2646=4986

The original permit NOI states 4800 SF, so the change in disturbance is 186 SF
4986-4800=186

On 4/8/16 Laura Lapierre sent my client the following email which states that any increase over 150 SF would require more than an administrative amendment, and that this would have to be put on public notice:

----- Original Message -----
From: Lapierre, Laura <Laura.Lapierre@vermont.gov>
To: dusebin@bioboston.org
Sent: Fri, Apr 8, 2016 10:05 am

Subject: RE: IM/CD/DM/AF - Rt. Brossseau Subdivision - Highgate VL 2016-115 Wetland permit update, & Storm water

Darlene,
The Permittee has paid for the closing within the wetland buffer as part of the permit. Per condition G of the permit:

G. the 2,340 square feet of temporary impact shall be restored through native wetland tree species plantings

150' is considered a minor adjustment, and constitutes an administrative amendment which requires that they amend plan changes. From your description, it sounds as if there would be more than 150' of additional impact, which would require notifying an amendment. Requests
Laura

Based on this information it appears that the wetland permit in question should be formally amended and put on public notice. Can you look at this and get back to me with a determination? The local hearing, hearing on this issue, is scheduled for next week, so a timely response is appreciated.
Thanks

Nathan Howell, P.E.
Project Manager

10/26/2016 10:26 AM
10/26/2016 10:26 AM
10/26/2016 10:26 AM



Civil Engineering Land Surveying Landscape Architecture Environmental Services

138 West Park Road, W. Burlington, Vermont 05403 www.tce.com
Please consider the environment before printing this email

From: Nate Howells
Sent: Thursday, May 26, 2016 9:26 AM
To: Laura.Ladner@vermont.gov
Subject: #2104-115 Brossseau Wetland Permit

Laura,
I am looking for some info for this permit. For the permit referenced above can you send me (or direct me to in the public record) the following

1. the permit itself
2. The plan used to determine the impact in the permit (polygons of the areas?)

Thanks

Nathan Howell, P.E.
Project Manager

10/26/2016 10:26 AM
10/26/2016 10:26 AM
10/26/2016 10:26 AM

3

Mr. Hango stated that the wetland permit is good and there is virtually no impact because they are only in the buffer zone for a small area. He does not agree with Mr. Howell's numbers. Mr. Hango feels there is no truth to the statement that they are screwing up the wetlands and that the net change is 106 square feet. The roadway has been realigned, but still leaves them at 106 square feet. If the town approves of the realignment, they will resubmit their wetland paperwork. Rick Trombley read Andy King's comments (Highgate Public Works Department Director) aloud for the record.

*I met on site again at this development to inspect the roadway further. The pavement has settled into place again now that the frost is gone, and it appears to be in line with the rest of the road. This leads me to believe that further corner degradation will be in line with the remainder of Darlene Drive and should be considered to have the same resurfacing time frame as the rest of the road. All that to say, I don't feel like it's a show stopper if the developer doesn't want to resurface the corner, as long as they adjust the intersection angle as requested. Respectfully,
Andrew A. King, Public Works Director*

Dan Brossseau said he would fix up the corner but doesn't want to have to tar Darlene Drive. Rick said we will review some preliminary information that was in question and read through the criteria. Mr. Hango's most recent maps that are being presented are dated 5/20/16. Tax map references need to be added to the plat. Mr. Hango noted that the well for lot #6 is across the road with an easement and that they have added sidewalk which extends all the way around the cul-de-sac and back out again. It will be 3' wide and will be asphalt, not concrete. Charlie Christolini was offended at an earlier comment by Mr. Hango that his well was not permitted. He stated that Mr. Hango does not do his homework and that the well is approved and was part of the ACT250 permit. Mr. Christolini further stated that he has more questions about the wetland permit and also that this project is actually 5 lots with a very large 6th lot that could be many more lots down the road. He is concerned about traffic, and has never heard of a development coming off of an existing development. This development should be coming off from either Brossseau Road or Morey Road, not Darlene Drive. This is not fair to the Spears' to have roads on three sides of them and Mr. Christolini

worries about the huge right of way and where this development project is going. He feels an outsider should be brought in, paid for by Mr. Brosseau, for another opinion because he feels Mr. Hango has not been honest. Mr. Christolini has questions and concerns about traffic, water runoff, power, culverts, height of the proposed sidewalks and the corner proposed for this development road. Mr. Brosseau already put three homes on Darlene Drive, now he wants to put five more, on a road that was not designed for all of this. Mr. Brosseau said it is not his fault if Darlene Drive was not designed correctly from the beginning. It is a town road. Shawn Spears has concerns about the elevation and his leach field being impacted by runoff. Mr. Brosseau stated there is a culvert there and doesn't know how it could possibly drain on Mr. Spears land. The road will be built to A-76 standards and will have ditches on both sides, as well as trees. Mr. Christolini noted that the culvert in the middle of Darlene Drive is old and shot, and that there are wetlands on either side of it. Julie Rice added that the culvert issue has been addressed and looked at already, a few times. Mr. Christolini questioned this, stating that Andy King is new to the job. Rick will ask Andy for further clarification. Paul Thibault had some comments on the culvert and that his well is not far from it. Nathan Howells, Trudell Consulting Engineers, sent in a letter dated 5/31/16 to be added to the packet and asked if the board had any questions. The letter touches on a lot of points that Mr. Christolini, Mr. Thibault and Mr. & Mrs. Spears have brought up. Rick read the letter aloud, see below.



May 31, 2016

Highgate Development Review Board
c/o Heidi Britch-Valencia
Zoning Administrator
PO Box 189
Highgate Center, VT 05459

RE: Daniel & Lise Brosseau
Preliminary Review for a Major Subdivision
DRB Hearing June 9, 2016
Abutting Landowner Concerns

Dear Heidi and the DRB,

Trudell Consulting Engineers (TCE) is representing the abutting landowners Shawn and Debbie Spears and Paul Thibault regarding the abovementioned proposed major subdivision. Our clients would like to be recognized as interested parties and have significant concerns about the proposed project's impact on their adjacent properties and surroundings. We ask the DRB to consider the following:

1. Vehicular and Pedestrian Safety - The impact of the proposed "Maple Lane" on the safety of vehicular and pedestrian circulation in the area, particularly at the intersection with Darlene Drive and Charles Circle, is not consistent with Section 520.4A of the Zoning Bylaw. Existing pedestrian use patterns, vehicular sight distances, and emergency vehicle turning radii versus the horizontal geometry proposed should be analyzed technically. The letter of approval from the fire department aside, the geometry of emergency vehicle access should be shown adequate on a technical level, as should the vehicular sight distances, prior to Town approval. This technical analysis should also include the relocated location of the power pole existing at the proposed entrance apron of "Maple Lane", as the new location could have an effect on these results. There are also unresolved preexisting drainage issues that the proposed development may exacerbate and that should be resolved fully prior to approval. My clients respectfully request that the Town Road Commissioner attend the 4/14/16 hearing to testify to these issues.
2. Rights-of-way - Based on our review, the proposed new access road "Maple Lane" may not comply with Section 582 of the Zoning Bylaw. Specifically, per the *Road Acceptance Policy*, the proposed road may not meet the geometric requirements of "Development Road", including those of referenced standard VAOT A-76 which specify horizontal and vertical geometry, inclusion of shoulders and accompanying specific slope grading from the shoulders to existing grade. The applicant has not shown a detailed plan and profile with data that the proposed road meets all of these geometric requirements, has not shown that sidewalk width and proposed crushed stone surface are ADA compliant, nor has the applicant shown that the green space between the edge of the proposed traveled way and the proposed sidewalk is a proper width for pedestrian safety and separation in the absence of curbing. Furthermore, we do not believe this

Civil Engineering Land Surveying Landscape Architecture Environmental Services
678 Blair Park Road Williston, VT 05495 802 879 6331 www.tcevt.com

route meets the goals of the Zoning Bylaw for the orderly growth of the community per Section 110(3), as more orderly accesses may exist elsewhere on the Brosseau property. The proposed route of "Maple Lane" impacting the wetland buffer as shown on the site plan does not enhance or protect the natural environment of the Town as required by the same section. The individual wetland permit previously issued for the project is predicated on the disturbance of the previously proposed 20' wide non-conforming driveway. Recent correspondence with the Wetlands Program Manager of the Watershed Management Division of the State ANR stated our concerns that the revised wetland plan, for which Mr. Hango received a determination that no formal wetland permit amendment would be needed, excluded several crucial areas of disturbance that should require a formal permit amendment with public notice. We believe this means that the increased wetland and buffer disturbance does not only equal 106 SF of increase, and thus is invalid until formally amended. A determination on this matter from the Wetlands program is pending as of the writing of this letter. Please see the attached correspondence.

3. Future Development – The proposed site plan includes a 50' Right-of-way to the southwest of proposed Lot 2 that could presumably be used to access Lot 1, the 134.7 AC remainder lot of the Brosseau property. If the current proposal is not required to remove this right-of-way or conditioned to exclude future development from access, then prior to approval of the proposed subdivision a comprehensive analysis of the development potential of the remainder lot and conditions related to the possible impacts upon full build out should be required now. Requiring this advanced master planning is within the Board's authority as you asserted at the initial preliminary hearing.

Please note that the Zoning Bylaw references in this letter refer to the Town of Highgate Vermont Zoning Bylaws & Map Effective Date 6/23/2011, which are the bylaws that this application is proceeding under to my knowledge per your email dated 3/11/15. Thanks and please let me know if you have any questions

Very truly yours,
Trudell Consulting Engineers (TCE)


Nathan Howells, P.E.
Project Manager

Cc: Shown and Debbie Spears
Paul Thibault

Civil Engineering | Land Surveying | Landscape Architecture | Environmental Services
478 Blair Park Road | Williston, VT 05493 | 802 879 6331 | www.tcevt.com

Mr. Hango does not agree with the letter, stating the project has minimal impact regarding traffic. Tim asked Mr. Brosseau about his "master plan", to which Mr. Brosseau replied he has no further plans. He farms his farm land and he does not want to cut through from Brosseau Road or Morey Road, this is all he wants to do. Heidi had arrived at the meeting at 6:45pm and wanted to make sure they had seen the comments from the public works director. Mr. Brosseau said yes, adding that Steve Ploof (former highway foreman) had also looked at the area and the culvert. The culvert being mentioned is beyond the entrance to the proposed development. Rick Trombley had questions about where the power will come from. It was pointed out on the maps, the pole will be on the right and the power will come in underground. They are considering moving a pole on Darlene Drive. Mr. Christolini had more questions about this, including how the pole will be braced, on whose property, and if they have talked to the power company yet. Heidi asked Mr. Howells to elaborate more on the deficiency listed on #2 of his letter. It was explained that there is no technical plan to show the horizontal and vertical geometry to check that the road complies with standards. The road is only shown in a plan view on the proposed submitted plans, but they would like to see a profile to show that it truly meets A76 standards. The area is generally flat, but by definition it is not flat. Mr. Howells further stated that something being scrutinized to this level should have all of this. Rick asked Pete Paquette (in the audience for another hearing, he is a former Planning Commission board member) if he had ever seen this in his previous experience on the board – no, he has not. Mr. Christolini said it is standard in St. Albans Town, but our board is much younger and not as sophisticated. Mr. Howells's also said that most towns he deals with would require a higher technical analysis and things would be figured out ahead of time. Mr. Hango reminded him that this is not Chittenden County. Mr. Brosseau asked, regarding concerns about the right of way, what will make people happy? Mrs. Spears replied it would make her happy if this development came off Brosseau Road or Morey Road. Mrs. Spears apologized, as she misunderstood the question. Mr. Brosseau is asking about the right of way by lot #2. Mrs. Spears would like it in writing that there will be no further development. Rick said that if Mr.

Brosseau would want to develop any further, he would have to come back before the board. Mr. Howells stated that the time to look into this is now, that is what they are asking. There are different types of analysis that can be done now, and the DRB has the authority to ask for that. Mr. Christolini stated that Charles Circle was developed the way it is based on ten lots. To him, the right of way near lot #2 means future development. This right of way is a right of way to what? Mrs. Spears reiterated that this project being approved means traffic on three sides of her and she believes that anyone in this room would not want that around their home. It will also devalue her property significantly. Mr. Brosseau said they are not coming in off of Morey Road because there is running water through there. He further said that wetlands will tell them what they want and let them know if any of their calculations are wrong. It was amended in May and will be done again, but he doesn't see where he is over and it should all be good. Heidi asked Mr. Howells for his justification for requiring no further development off that right of way. Mr. Howells replied that there has been no technical analysis done that shows the potential impact of utilization of that right of way. Until we know, it should not be there. If this project is permitted the way it is shown, yes, he will have to come back to develop further, but it's a done deal, the right of way is recorded on the plat and it's a foot in the door for future development. Mr. Brosseau said that lot #2 needs that right of way and that he has fields and woods there, so that would be his access. Mr. Howells said the town could condition the right of way for agricultural use only, but he will leave that up to the DRB or the attorney. Brian Hehir is the attorney representing Mr. Brosseau and stated that if that condition is put into the permit it will not hold up in environmental court. Mr. Christolini said that second opinions are needed and the board has a right to know what he is doing with the rest of that land. Mr. Christolini is going to speak with Andy King and have him come back and take another look at the runoff and traffic issues. Rick, Charlie and Dan would also like to be there if this happens. Mr. Brosseau expressed frustration with the constant delays in this process and would like to proceed to final review. Mr. Hehir agreed, stating that Mr. Brosseau is entitled to a decision at some point and that with what the board has in front of them the board can and should make a decision. Debbie Spears brought up the petition that was signed by the neighborhood and that their voices should be heard that they do not want this development road to go through their neighborhood. Not to say that he can't have his development, just not there. Debbie's suggestion is to have it come off from Morey Road or Brosseau Road. Heidi had no additional concerns, and noted it is under the board's discretion if they want to move to final or they can continue this. As far as Andy visiting the site again, this will be the third time (at least) that this has been looked at, so the basis of the request should be noted to Andy. The culvert is to the west of this proposal and there are concerns about runoff and the culvert freezing. This can proceed to final review and we will ask Andy for further comments on the culvert. Mr. Howells noted there are quite a few technical questions in his letter. Mr. Hango does not feel his client should pay for research associated with that letter. Mr. Hehir said the application has been submitted and is the basis for the decision. Mr. Brosseau will not be paying for a traffic study or additional engineers. They are asking the board to rule on what is in front of them right now, that is aside from what the state is looking at for wetlands. Mr. Christolini disagreed, stating that there are too many unanswered questions. He has spent a lot of time and money and asked questions, and as a taxpayer he has the right. He further commented that it was the Highgate board and ACT250 back in 1980 that said no further development on that road, and then three more houses went up. Tim asked for clarification, did it say on that road, or off from that road. Mr. Brosseau said that other people have a right to live in this town and develop also. Heidi directed the comments and questions back to the board, not conversation between the applicant and people in the audience. Mr. Christolini clarified that this project has been stalled for many reasons including septic issues, engineering issues, and wetland issues, to name a few, and these issues need to be corrected, and some have been. Tim reminded Mr. Christolini that the board has done a site visit and looked at that culvert, as well as the public works director (twice) and the former highway foreman (once). Rick also stated that the town cannot override or go against a state permit. The power company will also tell Mr. Brosseau where the power can and will be located. Mr. Brosseau will receive a letter with what he will need to submit to move on to final review. Mr. Hango believes they will be ready to submit in time for the July hearing. We already have one other application for the July 14th hearing. Tim told Mr. Hango he would like to see the letter from wetlands regarding that permit before they come back. There was nothing further from the board.

Paquette, James (Pete)
Preliminary Plan Review – 5 Lot Subdivision
Rheume Road
Medium Density Residential District

It was noted that Scott Martin rejoined the board and that no one needed to recuse themselves for this hearing. Pete has been sworn in at a previous meeting. Rick read aloud from the narrative submitted by Cross Consulting Engineers with responses to the changes requested in the sketch plan review letter from the town dated 5/13/16, see below.



Pete Paquette
Rheume Road Subdivision
Highgate, VT

Project: 05070
May 19, 2016
Page: 1

NARRATIVE:

Responses to changes as requested in the Sketch Plan review letter of 5/13/2016

Changes to the Site Plans:

- Management plan for shared Infrastructure: We have eliminated one lot along U.S. Route 7. Instead of a roadway to serve three lots off U.S. Route 7, we now propose a shared driveway to serve two lots. This is the only shared Infrastructure proposed. Since the shared driveway is located on Lot 6, an easement over Lot 6 will be established to allow access to proposed Lot 8. With the exception of snow plowing, all of the maintenance of the portion of the shared driveway within the easement will be the responsibility of the owner of Lot 6. All of the snow plowing of the portion of the shared driveway within the easement will be the responsibility of the owner of Lot 8. The remainder of the driveway outside of the easement will be maintained by the owner of Lot 6.
- Tax map and deed references: These references have been added to the C-1 Development Plan, and will eventually be added to the Plat.
- Requests for letters of no concern have been submitted to the Fire Department as well as the School supervisory union.
- A request for a Letter of Intent has been submitted to the Agency of Transportation.
- The building envelopes have been added to the site plan, and will eventually be shown on the Plat.
- Aspects of Section 4.1 have been added to the plan where necessary.
- The applicant will be meeting with the Public Works Director.

Pete has no further plans to develop the large lot that includes a sugar woods, apple orchards and the Deal Cemetery. After looking through the paperwork submitted, the board did not have any further questions or concerns, other than the survey stamp was missing. Rick read through the criteria from the Development Regulations. Heidi asked Pete to discuss with Cross Consulting and have separate plans submitted for road details, septic plans, waste water detail, etc. Heidi did indicate that all local engineers are very busy right now, and also added that the old Cassidy Meadows project may be coming around again, as people have started to call about it. This project was approved but shelved in 2007-2008 when the market started to turn. Pete thinks this would be great for Highgate! Heidi will be sending a letter to Pete with the criteria he will need to submit in order to move on to final review. Tim asked Pete about the Quarry Lane project. Pete is in no big hurry and is still working on culverts.

IV. APPROVAL OF MINUTES

Motion by Rick Trombley to approve the minutes from May 12, 2016 with one correction. The motion was seconded by Tim Reynolds – **APPROVED**.

V. OTHER BUSINESS & UPDATES

- The zoning fee schedule has been updated and approved by the Selectboard. No fees were increased, we just added to the list some things we have been doing all along that were missing from the list (variance \$150, letter of compliance \$30, certificate of approved location \$25 per lot, permits for non-profits and ADA ramps are no charge, and after the fact permits are double the original fee).

- Spring planning & zoning forum – Wednesday, June 15th 8:30am – 3:30pm @ Lake Morey Resort in Fairlee.

VI. UPCOMING EVENTS

June 16	7pm	Selectboard Mtg.
June 21	6pm	Planning Comm. Mtg.
July 4		MUNICIPAL OFFICES ARE CLOSED
July 7	7pm	Selectboard Mtg.
Sept. 20		OPEN HOUSE EVENT – info to follow ☺

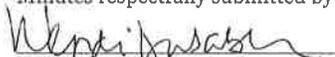
VII. DELIBERATIVE SESSION

Motion by Rick Trombley to enter into deliberative session @ 8:07pm. The motion was seconded by Tim Reynolds – **APPROVED**.
 Motion by Rick Trombley to exit deliberative session @ 9:35pm. The motion was seconded by Tim Reynolds – **APPROVED**.

VIII. ADJOURNMENT

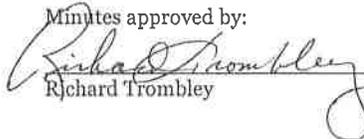
Motion by Rick Trombley to adjourn the meeting @ 9:36pm. The motion was seconded by Tim Reynolds – **APPROVED**.

Minutes respectfully submitted by:


 Wendi Dusablon, Planning & DRB Clerk

7-14-16
 Date

Minutes approved by:


 Richard Trombley, DRB, Chair

7-14-16
 Date