

TOWN OF HIGHGATE

Development Review Board

November 14, 2019 @ 6pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

I. CALL TO ORDER

The meeting was called to order by Chair, Richard Trombley @ 6:00pm, noting there was a quorum of the board present.

Rick welcomed our new board member, Courtney Veeder.

Present at this meeting:

DRB members: Richard Trombley, Chair; Tim Reynolds, Vice-Chair; Woodbury Rouse, Jr; Michael Kravetz; Courtney Veeder

Staff: Wendi Dusablon- Town Clerk / Public Meetings Clerk; Samantha Derosia – Zoning Administrator

Public / Other: Vern Brosky III; Jan Brosky; Vern Brosky; Clarence Miller; Michael Lambert; Courtney Veeder – Barnard & Gervais; Mary Ellen Therrien; Brendan Deso

II. PUBLIC HEARINGS

Highgate United Methodist Church Community Center

Conditional Use Amendment

3227 VT Route 78

Village District

Michael Lambert was present for this hearing and was sworn in by Rick Trombley. They were here before the DRB in 2018 for a conditional use approval and are here tonight for an amendment to that permit. The original decision letter stated that the existing garage would be torn down and removed from the property. They would now like to keep the garage on site and fix it up to use for much needed storage. The plan is to replace the siding and doors and also to paint the roof in the spring. There was also discussion about the number of signs on the property for the church, day care facility and community center events. The board would like to see this consolidated and offered some ideas. Samantha will send information on signage and permitting to Mike Lambert. There was also discussion on the traffic flow at the site. The goal would be to have traffic enter on the end closest to the church and exit on the end closer to the community center. Markings on the pavement would also be very helpful with regard to traffic flow. There were no further questions from the board or from the applicant. Motion by Tim Reynolds to close this hearing. The motion was seconded by Woody Rouse – **APPROVED.** The board will issue a written decision within 45 days.

Deso, Brendan – applicant

Nolan, Dennis / Kemp, Joyce / Timura, Jacqueline – owners

9-Lot Subdivision – Sketch Plan Review

Lamkin Street – south side of Lamkin St. after Quail Dr. on right traveling east

Medium Density Residential District

Brendan Deso was present for this hearing, as well as Mary Ellen Therrien (neighbor of subject property) and Clarence Miller (neighbor of subject property). All were sworn in by Rick Trombley. Brendan has not yet contracted with an engineering firm, he is still getting quotes, so the sketch plan presented tonight was prepared by Brendan and is not to scale. Perk testing has been done with the state and there is 8' of course sand there so it is looking like conventional septic systems will work well. The sketch plan shows a total of nine lots and seven driveways, all off Lamkin Street, with two of the driveways being shared with two lots each. This will equal a total of seven curb cuts, proposed, off Lamkin Street and there is over 1000' of road frontage with this property. The gas line runs on that side of Lamkin Street and there is already three phase power there. Woody had questions about driveway placement. Brendan tried to connect with the Public Works Department about the driveways ahead of time. Public Works will get involved as driveway permits are applied for and discuss placement and if a ditch or culvert is necessary at that time. Brendan wanted to apply for all

seven driveway permits ahead of time, but they are only valid for one year. Once an engineer is on board the housesites will be established as well as the boundary lines. Brendan is excited about the project and believes it will permit well with the State of VT for stormwater and wastewater. Tim asked about the lot next door, which is 3.97 acres with an existing home and is not part of this project. There was discussion on the Deso development down Lamkin Street (Deso Drive), which is a twelve lot project and seven of those lots have already been sold. Brendan pointed out that on the other project, of the seven lots sold there has been no impact to the school system, noting that any children so far were already students in Highgate. It was also noted that this 11.15 acre parcel is not in current use. Rick read through the criteria from the development regulations with regard to a sketch plan review. Because an engineer is not on board at this point, all agreed that coming back for a sketch plan continuance was needed. Brendan will receive a letter from Samantha (ZA) with what will be required. The hope is to be back on the January DRB agenda to continue this review at sketch plan. Clarence Miller and Mary Ellen Therrien had comments and concerns about this project. Both live directly across from the subject property. Clarence asked about septic, wells, lighting, driveways, and impact fees. The Town of Highgate does not currently assess impact fees. Brendan sees that as a plus and another reason why he develops in towns like Swanton, Sheldon and Highgate. The proposal will be for nine individual drilled wells and nine conventional septic systems. Clarence expressed concern about loss of water for surrounding properties with the addition of nine new drilled wells. Courtney sees this an unlikely issue with drilled wells. Courtney elaborated further on regulations with regard to well and septic placement. Mary Ellen Therrien shared concerns about over developing the area. She has spoken with other neighbors who are not here tonight because they feel this is a "done deal" and it doesn't matter what they do or say. The DRB feels very differently and added that neighbors are notified to be part of the process. There are regulations in place for a reason and the project must fall within those regulations to move forward. The regulations (bylaws) are re-written and updated – the last time being in 2015. That process is also open to the public and Highgate residents are encouraged to be part of it. Mary Ellen feels that this project will make the applicant a bunch of money and she would rather see this happen in his front yard, not hers. She also expressed concern about extra traffic and headlights into her home. Brendan appreciated the comments and found them to be extremely reasonable. Clarence had questions and statements about basements vs. slabs. For each home put on a lot, there is the potential for other structures such as garages and sheds. Brendan confirmed that the homes that would be placed on these lots would be two-piece manufactured homes, no singles. The code book that is followed is through HUD. There was discussion on the permitting of septic systems based on the number of bedrooms, not the size of the bedrooms. Courtney noted that even if a home is put on a slab, future owners could have it lifted to remove the slab and add a basement if they would like to. D&H Housing sells Redman / Champion homes, which are very reputable. If taken care of, they last as long as a stick-built home. There were questions about the average sizes of these homes and garages. Even if the bylaws were to change in the near future, this review would be seen through to completion under our current bylaws. Clarence is glad he attended tonight and he learned some things as well. The board again encouraged people to get involved in the process when the bylaws are rewritten. Those are warned public hearings and public input is important and needed. There were no further questions or comments. There will be at least three more hearings on this project and the neighbors will be noticed each time. Brendan was here tonight with his concept and to see if his vision would be in compliance with the bylaws. He has some direction now and will build this out to a full sketch plan with the help of an engineer, yet to be hired. Motion by Tim Reynolds to continue this review at sketch plan. The motion was seconded by Woody Rouse –

APPROVED.

**Brosky, Vernon & Janice
Boundary Line Adjustment
460 Duck Point Road
Shoreline District**

Courtney Veeder recused himself as a member of the DRB for this hearing. Vernon Brosky, Janice Brosky and Vernon Brosky III were present for this hearing, as well as Courtney Veeder representing Barnard & Gervais. All were

sworn in by Rick Trombley. This boundary line adjustment is mainly to encapsulate the permitted mound system. The system is permitted through the State of VT and the permit is recorded with the town. The existing building @ 460 Duck Point Road is a camp that will be removed and replaced with a year-round single-family residence. They have gone through the shoreland protection process and because the new building will be larger than the footprint of the existing building the boundary needs to be shifted. The impacts will be the same within the 100' buffer for shoreland protection. The shoreland permit will go into effect after the process is complete with the town. That permit will also be recorded in the town land records. It was noted that Duck Point Road was relocated back in 2000 and Courtney shared documents from the Army Core of Engineers. Vern and Jan Brosky moved to Duck Point Road in 2001. They own all of the land that is involved in this proposal. No other landowners are being impacted by this proposed change. The BLA is necessary to meet the setback requirement from the road and also to encompass the wastewater system. Tim asked about setbacks for the septic system. Courtney also confirmed there is a 25' setback for the easement for the private drive and a 21' easement, Duck Point Road, which was dictated by the Army Core of Engineers. The well for the existing house is off lot. Should Mr. & Mrs. Brosky decide to install a new well, a permitted well replacement location is noted to the south. The rear setback line is based on top of slope - 50'. The plan will be modified to show a straight 25' right of way going in with no jog. It will also show the building footprint and that everything will be well inside the building envelope. Courtney noted that the existing acreage is .7 and the proposed is 1.1. He also added that the original survey was done to the low water mark, so it is noted as +/- . There were no further questions from the board or the applicants. Rick read through the criteria from the development regulations for a BLA. Mike Raymond's volume # and page # are missing. He is located on the other side of the road, but it can be added if the town would like it to be. Two signature blocks will be needed, one for the DRB Chair and one for the Town Clerk. Motion by Tim Reynolds to close this hearing. The motion was seconded by Michael Kravetz - **APPROVED**. A written decision letter will be issued within 45 days.

At the conclusion of this hearing, Courtney Veeder rejoined the DRB.

III. APPROVAL OF MINUTES

Motion by Rick Trombley to approve the minutes from October 10, 2019, as written. The motion was seconded by Tim Reynolds - **APPROVED**.

IV. OTHER BUSINESS & UPDATES

- Motion by Rick Trombley to approve the 2020 DRB meeting schedule, as presented. The motion was seconded by Michael Kravetz - **APPROVED**.
- The board has decision letters and a final mylar for review, which will be further discussed in deliberative session.

V. DELIBERATIVE SESSION

Motion by Tim Reynolds to enter into deliberative session @ 7:43pm. The motion was seconded by Woody Rouse - **APPROVED**.

Courtney Veeder exited deliberative session @ 8:45pm and left the meeting.

Motion by Woody Rouse to exit deliberative session @ 8:48pm. The motion was seconded by Michael Kravetz - **APPROVED**.

VI. ADJOURNMENT

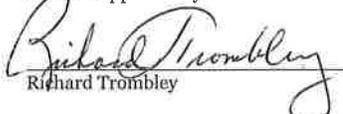
Motion by Rick Trombley to adjourn the meeting @ 8:49pm. The motion was seconded by Tim Reynolds - **APPROVED**.

Minutes respectfully submitted by:


Wendi Dusablon, Town Clerk &
Public Meetings Clerk

1-9-2020
Date

Minutes approved by:


Richard Trombley, DRB, Chair

1.9.2020
Date