

**TOWN DEVELOPMENT REVIEW BOARD**  
**November 26, 2019**  
**DRAFT MINUTES**

**MEMBERS PRESENT:** Don Bourdon, Brad Prescott, Frederick Hunt\*  
**MEMBERS ABSENT:** Wade Treadway, Kim French  
**OTHERS PRESENT:** Cynthia Stevens, Harold Eaton, Eric Moulton, Michael Brands

\*Via Telephone

**I. CALL TO ORDER**

Chair Bourdon called the meeting to order at 7:40 p.m.

**II. PUBLIC HEARINGS**

**A. Old Business: None**

**B. New Business:**

**1. T-4974-19 Glen Weinstein & Elisa D'Andrea**

Application is for Design Review approval to construct a sunroom, enclose walkway and convert porch to living space. The property is located at 64 Town Farm Road and is zoned Residential Low Density / Design Review.

The South Woodstock Design Review Board recommended approval as a minor application to be issued via an administrative permit.

**2. T-4975-19 Kedron Valley Farm**

The application is for Conditional Use approval to construct gravel parking lot and driveway within 100' of a wetland and to encapsulate a stream within the riparian buffer. The property is located at 5798 South Road and zoned Residential Five Acre / Conservation.

The owners asked to CONTINUE the hearing to the December 23<sup>rd</sup> meeting, as they have been called out of town for an emergency.

**3. T-4976-19 Cynthia Stevens**

The application is for Conditional Use approval to operate a bed and breakfast. The property is located at 76 Grove Hill Road and zoned Residential Five Acre.

Ms. Stevens presented the application.

The TDRB reviewed numerous photographs, floorplans and a site plan.

The State Fire Marshall's office inspected the site on November 1, 2019 and issued a final approval on November 14, 2019.

There is parking for at least 3 vehicles across from the garage and 3 vehicles within the garage.

There would be no structural changes.

The 3 bedroom home would utilize 2 bedrooms for guests.

The home is somewhat isolated with no near neighbors. There were no abutters present.

The applicant asked about the certificate of occupancy process.

The TDRB reviewed Sections 504 Bed and Breakfast and 810 Conditional Use criteria with the applicant.

Testimony was voted close.

#### **4. T-4979-19 Redesigned Homes LLC**

Application is for Conditional Use approval to create a two lot subdivision. The property is located at 275 Iver Johnston Way and is zoned Residential Five Acre.

Mr. Moulton, surveyor, presented the application.

The TDRB reviewed the survey of the proposed subdivision.

The owner wishes to create a 7.72 acre and a 7.78 acre parcel.

The two lots would share a common driveway with the neighboring 1.9 acre developed lot. Iver Johnston Way has three other driveways off of it. It is a private road connecting to Route 4.

The "Shared Driveway" agreement between the two proposed lots and the 1.9 acre lot was reviewed.

The area of the proposed driveway peaks at 12% slope. The driveway would be built to a 10% slope maximum.

The 1.9 acre lot is in the Residential One Acre zone, the two proposed lots are in the Residential Five Acre zone.

The majority of the lot is located in the steep slope (+25%) and fragile soil area. Only the lower portion is outside of these two elements. There was no indication of the 25% slope or fragile soil area on the submittals.

Both proposed lots are undeveloped. The septic system sites are located at the lower ends of both lots. The two mound systems are located but do not have State approval.

There are two ponds just before the entrance to the 1.9 acre lot. The proposed house site and driveway location are outside of the 100' wetland buffer.

Mr. Eaton, abutter, was concerned with the septic system shadow that crosses onto his property. The shadow area precludes an owner from placing a well or spring in this area.

The TDRB reviewed Sections 403 Conservation Districts, 714 Subdivision and 810 Conditional Use criteria with the applicant.

Testimony was voted close.

### **III. OTHER BUSINESS**

#### **A. Stafford Commons**

Zoning permit T-4081-09 issued to Woodstock Community Trust and Housing Vermont granted the right to construct 36 dwelling units which is now known as Stafford Commons in West Woodstock. A number of years has passed since the project was started and not all units were completed. Housing Vermont is asking to move forward on the project by building two additional buildings for four more residential units. These were approved with the original permit. After conferring with the TDRB, the Administrative Officer agreed that the permit has vested and may proceed as long as all buildings match that approved under T-4081-09.

### **IV. DELIBERATIONS**

**A. T-4974-19 Weinstein/D'Andrea Approved Administratively**

**B. T-4975-19 Kedron Valley Farm LLC Continued**

#### **C. T-4976-19 Cynthia Stevens**

After discussion, the following findings of fact were established:

1. The TDRB reviewed numerous photographs, floorplans and a site plan.
2. The State Fire Marshall's office inspected the site on November 1, 2019 and issued a final approval on November 14, 2019.
3. There is parking for at least 3 vehicles across from the garage and 3 vehicles within the garage.
4. There would be no structural changes.
5. The 3 bedroom home would utilize 2 bedrooms for guests.
6. The home is somewhat isolated with no near neighbors.
7. The applicant asked about the certificate of occupancy process.
8. The TDRB reviewed Sections 504 Bed and Breakfast and 810 Conditional Use criteria with the applicant.

**After further discussion, Mr. Prescott moved with a second by Mr. Hunt to approve the application as presented.**

**The motion passed with a 3-0 vote.**

#### **D. T-4979-19 Redesigned Homes LLC**

After discussion, the following findings of fact were established:

1. The TDRB reviewed the survey of the proposed subdivision.
2. The owner wishes to create a 7.72 acre and a 7.78 acre parcel.
3. The two lots would share a common driveway with the neighboring 1.9 acre developed lot. Iver Johnston Way has three other driveways off of it. It is a private road connecting to Route 4.
4. The "Shared Driveway" agreement between the two proposed lots and the 1.9 acre lot

- was reviewed.
5. The area of the proposed driveway peaks at 12% slope. The driveway would be built to a 10% slope maximum.
  6. The 1.9 acre lot is in a Residential One Acre zone, the two proposed lots are in a Residential Five Acre zone.
  7. The majority of the lot is located in the steep slope (+25%) and fragile soils district. Only the lower area is outside of these two elements. There was no indication of these areas in the submittals.
  8. Both proposed lots are undeveloped. The septic system sites are located at the lower ends of both lots. The two mound systems are located on the preliminary survey but do not have State approval.
  9. The abutter is concerned with the septic system shadow that crosses onto his property. The shadow area precludes an owner from placing a well or spring in the area.
  10. The TDRB reviewed Sections 403 Conservation Districts, 714 Subdivision and 810 Conditional Use criteria with the applicant.
  11. Section 403 A. Steep Slopes and Fragile Soils, referring to development within the Steep Slopes and Fragile Soils District states: "... shall include evidence of a State approved water and wastewater plan".
  12. The TDRB recommended a memo of recess to allow time for the applicant to obtain a State Water and Wastewater permit and to submit graphic representation of the steep slopes and fragile soils.

**After further discussion, Chair Bourdon moved with a second by Mr. Prescott to continue the application via a memo of recess which requires the following:**

- 1. Graphic representation of the area of Steep Slope and Fragile Soils shall be submitted.**
- 2. Section 403 A. Steep Slopes and Fragile Soils requires evidence of a State Water and Wastewater permit for the proposed septic systems.**
- 3. The shadow of the septic system should exclude overshadow of the abutting property.**

**The motion passed with a 3-0 vote.**

#### **IV. NEXT MEETING**

The next TDRB meeting is scheduled for Monday December 23, 2019.

#### **V. APPROVAL OF MINUTES**

The minutes of the October 22, 2019 meeting were approved as submitted.

#### **VI. ADJOURNMENT**

The TDRB adjourned at 8:45 p.m.

Respectfully submitted,

Michael Brands, AICP  
Town Planner