

Mar 9, 2021, 9:42 PM

Hi Josh,

Please find attached the draft minutes from an Andrews Community Forest committee meeting detailing the Eagle Scout project and the Zoning permit application that was required for this project. These documents are submitted in lieu of a formal application for Conservation Reserve Fund (CRF) monies. Please note that the Richmond Conservation Commission (RCC) observed that this project fits with CRF criteria A2 and A4.

The RCC voted unanimously to recommend that the Selectboard approve the use of CRF funds to support this project. The motion that passed was as follows:

"Motion to recommend that the Richmond Selectboard approve expending an amount not to exceed \$500 for the purposes of fulfilling an Eagle Scout project submitted by Colin Low for building picnic tables and benches at the Andrews Community Forest".

If you would prefer that this read "to reimburse the Town for the Eagle Scout project" please let me know and we can warn and have a 5 minute meeting to change that language.

Thanks,

Judy Rosovsky
802-324-3473
judy.rosovsky@comcast.net



SITE PLAN APPLICATION

Permit # _____

Parcel ID: _____

Please review the Richmond Zoning Regulations and provide all the information requested in this application. Additional local permits and approvals may also be required (such as access permits, water & sewer allocations, E911 address assignments.) For information contact the Zoning Administrative Officer at 434-2430. Other federal, state and local permits or approvals may additionally be required, it is the duty of the applicant to obtain all relevant and applicable approvals. To inquire about State permits contact the State Permit Specialist at 802-477-2241.

Application Date: _____ Physical Address of Property: _____

Applicant Name: _____ Property Owner Name: _____

Applicant Mailing Address: _____ Owner Mailing Address: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

Brief description of Project: _____

Please review Section 5.5 of the Richmond Zoning Regulations and provide the follow information. Information may be presented within the form of a cover letter with associated plans and technical information.

- Narrative description of the project
- Names and addresses of all abutters, including those across contiguous roads or highways
- Stamped addressed envelopes for all abutters.
- A site plan prepared by a registered surveyor, professional planner, engineer, architect, or landscape planner. The site plan shall be drawn to scale, and submitted with written supporting data, showing the following:
 - Existing features: contours, structures, utility easements, rights-of-way, deed restrictions, significant landscape features, roads or highways, surveyed boundaries, dimensions, total lot size; and
 - Proposed land development: land use areas, structures, driveways, curb cuts, parking and loading areas, traffic circulation, pedestrian walkways, outside display areas, signs, site grading, landscaping, plantings and screening, setbacks and buffer strips, outside lighting, equipment and waste storage areas and sewage disposal areas.
- Information as to the time period or phasing for completion of the project.
- Three copies of the application packet (no larger than 11"x17"), one large format copy of all plans, one digital copy of all materials.
- Site Plan Application Fee— \$160.00 (An additional \$500 Technical Review Fee maybe applied to some projects—Staff shall determine)

Please note, upon review of the application the DRB may also require the following submittals: ➤ Security as provided in Section 8.2.5 ➤ Formal traffic study if a substantial alteration in public traffic flow is anticipated or a large-scale parking area is planned. This may include analyses of traffic volumes, average daily trips, turning movements, patterns of ingress and egress, levels of service on roadways and at intersections, and modes of traffic control.

Signatures: The undersigned hereby certifies this information to be complete and true.

| | |
|---------------------|--------------------------|
| _____ | _____ |
| Applicant Signature | Property Owner Signature |
| Date | Date |

NOTE: Upon application review, the Zoning Administrative Officer shall issue a Development Review Board referral letter to the applicant confirming the date and time of the upcoming hearing before the Board as per 5.2.1. The referral letter shall also include a Notice Poster which will be required to be posted on the subject property within view of a public right of way, as per section 8.2.3. This information shall be sent directly to the Applicant unless otherwise directed.

— DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—

Application Complete Date: _____ DRB Referral Letter Issued (date): _____ DRB Hearing Date: _____

Comments: _____ Zoning Fee: _____

Zoning Administrative Officer signature: _____ Date: _____

Narrative Description

This application is for the placement of two picnic tables and one bench in the Andrews Community Forest. This project is an eagle project by Colin Low from Scouts BSA Troop 23 of Richmond. The two picnic tables will be placed in “the landing”, a clearing not far from the trailhead located at the kiosk. The bench will be placed in the “upper meadow”, the highest point in the town forest, under the power lines. The picnic tables will be 96” X60”, the bench will be 50” X24 ½”. The materials used may include hemlock, pressure-treated lumber, and cedar.

Time Period of Completion

The project will be completed by April 10th.



February 11, 2021

Ravi Venkataraman, Town Planner and Acting Zoning Administrator
C/o TOWN OF RICHMOND
203 Bridge Street
Richmond, VT 05477
Email: rvenkataraman@richmondvt.gov

RE: COLIN LOW – Eagle Scout Project
Andrews Community Forest, Richmond, VT

Dear Mr. Venkataraman:

I have been asked to provide a cursory site engineering review of Colin Low's proposed Eagle Scout project for the Andrews Community Forest in Richmond, VT. Specifically, I was asked to render an opinion as to the suitability of the proposed site locations of the two wooden picnic tables and one wooden bench in relation to the Andrews Community Forest eastern property boundary line.

My Reference Documents are attached and described below:

1. GIS Mapping of Andrews Community Forest drafted by Ethan Tapper, Activity Map with overlay of proposed picnic table and bench locations;
2. Vermont Land Trust Orthophoto Map, Exhibit A, Ecologically Sensitive Areas and Easements; and
3. Andrews Farm, Plat of 5-Lot Subdivision, Overall Plan, by Chris Haggerty, L.S. of Button Professional Land Surveyors, P.C.

It is my professional opinion that Colin has taken a very logical and common sense approach to the siting of the proposed picnic tables and bench. He has chosen areas that are currently cleared and adjacent to existing trails, which will result in negligible impact to both the property and surrounding ecologically sensitive areas. Utilizing Reference Document 3, the proposed picnic tables and bench locations are well interior to the Andrews Community Forest previously surveyed easternmost property boundary line. No encroachment to either the Andrews Farm – Lot 2 property, or to existing defined easements, is anticipated.

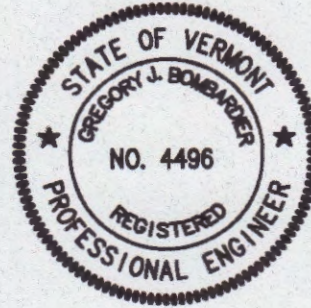
Please don't hesitate to call me if you have any additional questions concerning my review.

Sincerely,

CHAMPLAIN CONSULTING ENGINEERS

Greg Bombardier

Gregory J. Bombardier, P.E.



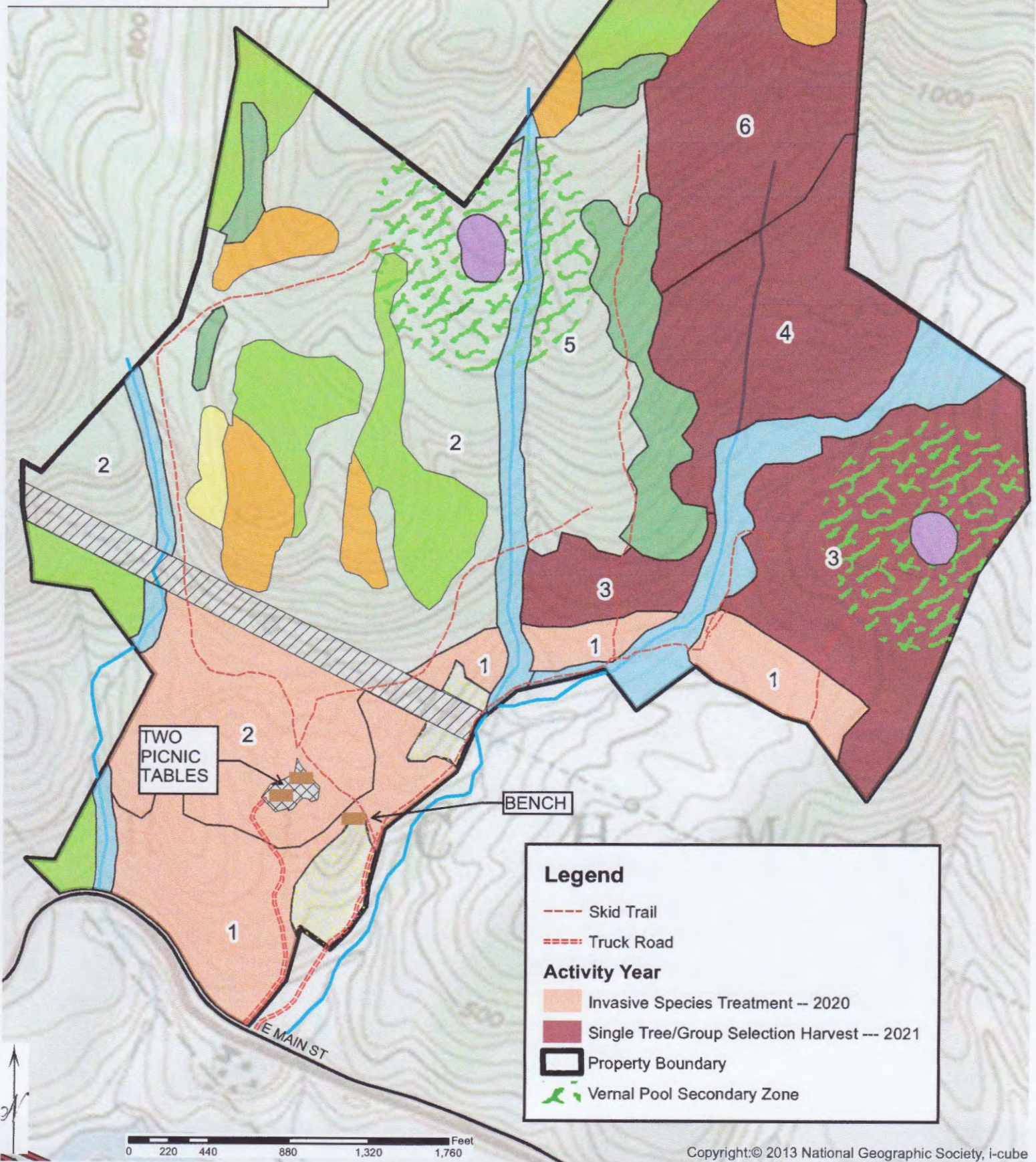
Encl.

Andrews Community Forest

Richmond, VT

Activity Map

Drafted by Ethan Tapper,
Chittenden County Forester
2019



Orthophoto Map

Vermont
Land
Trust

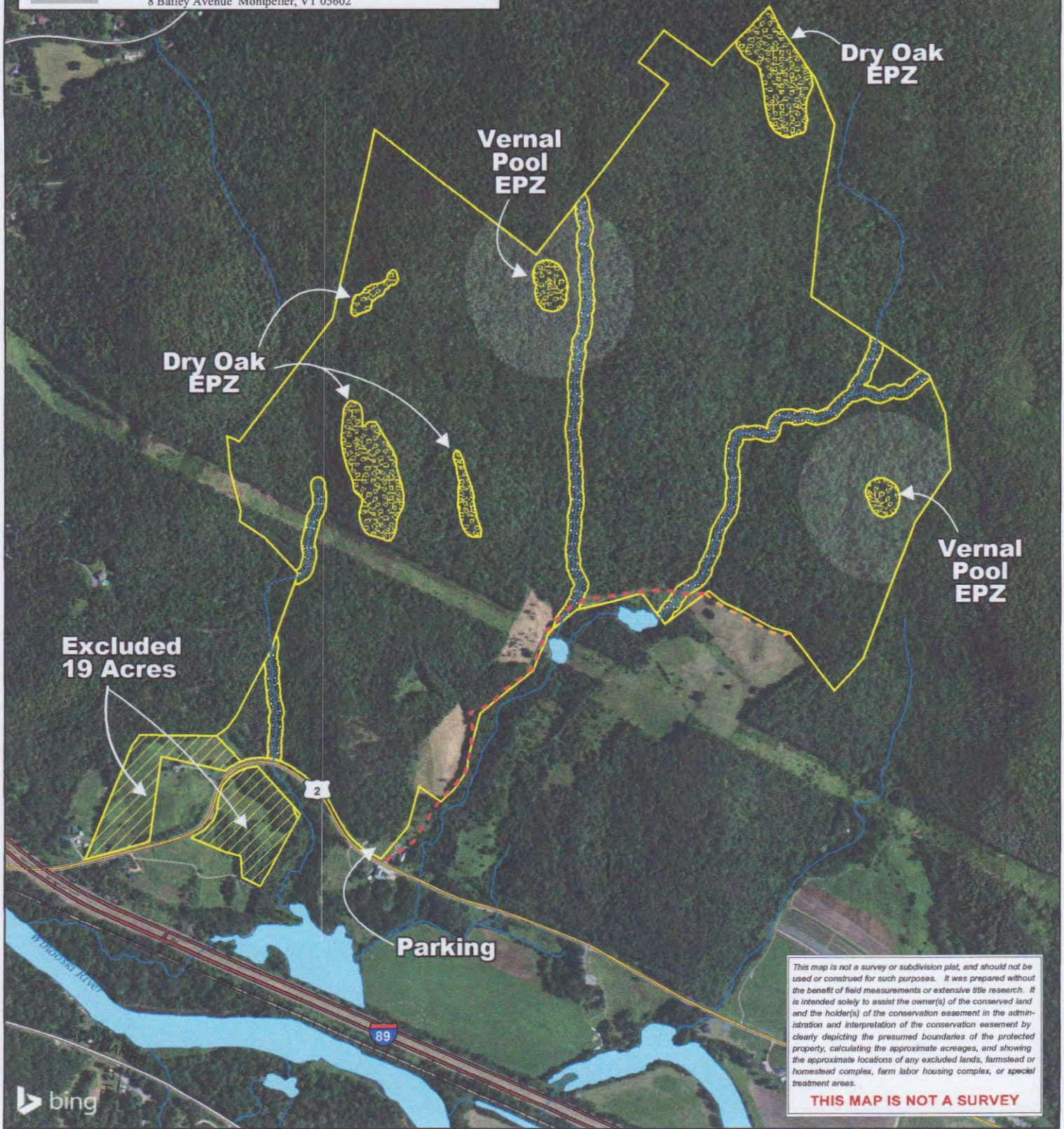
Property: Andrews II - Richmond Town Forest

Location: Richmond

8 Bailey Avenue Montpelier, VT 05602

Exhibit A Map

Town Forest Property: 428 Acres



This map is not a survey or subdivision plat, and should not be used or construed for such purposes. It was prepared without the benefit of field measurements or extensive title research. It is intended solely to assist the owner(s) of the conserved land and the holder(s) of the conservation easement in the administration and interpretation of the conservation easement by clearly depicting the presumed boundaries of the protected property, calculating the approximate acreages, and showing the approximate locations of any excluded lands, farmstead or homestead complex, farm labor housing complex, or special treatment areas.

THIS MAP IS NOT A SURVEY

| | | | |
|------------------|----------------------------------|----------------------------|--|
| Subject Property | Ecological Protection Zone (EPZ) | Vernal Pool Secondary Zone | |
| Excluded | Maple Wind Farm ROW | | |
| Riparian Buffer | Richmond Town Forest ROW | | |

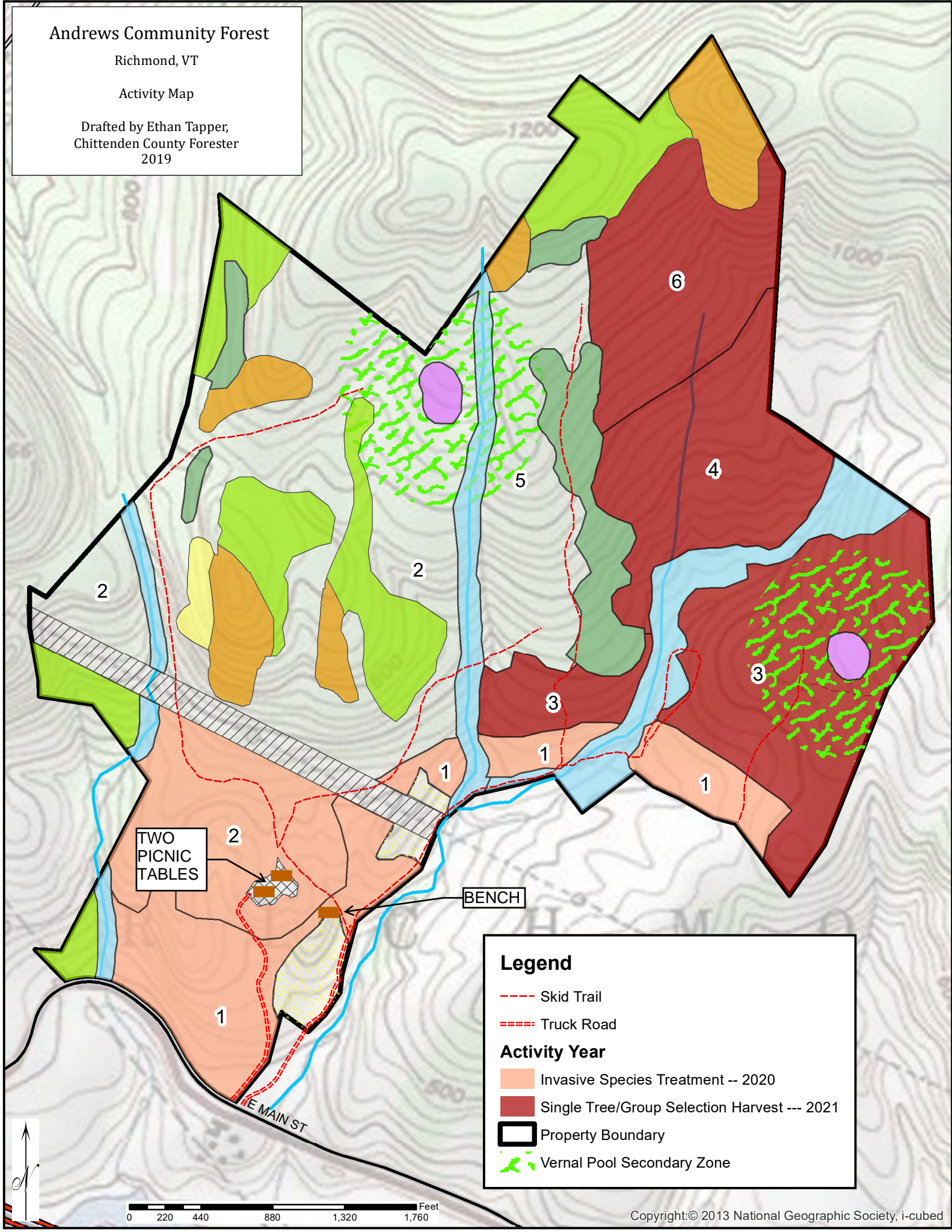
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Feet

Andrews Community Forest

Richmond, VT

Activity Map

Drafted by Ethan Tapper,
Chittenden County Forester
2019



TWO
PICNIC
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BENCH

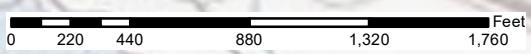
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Legend

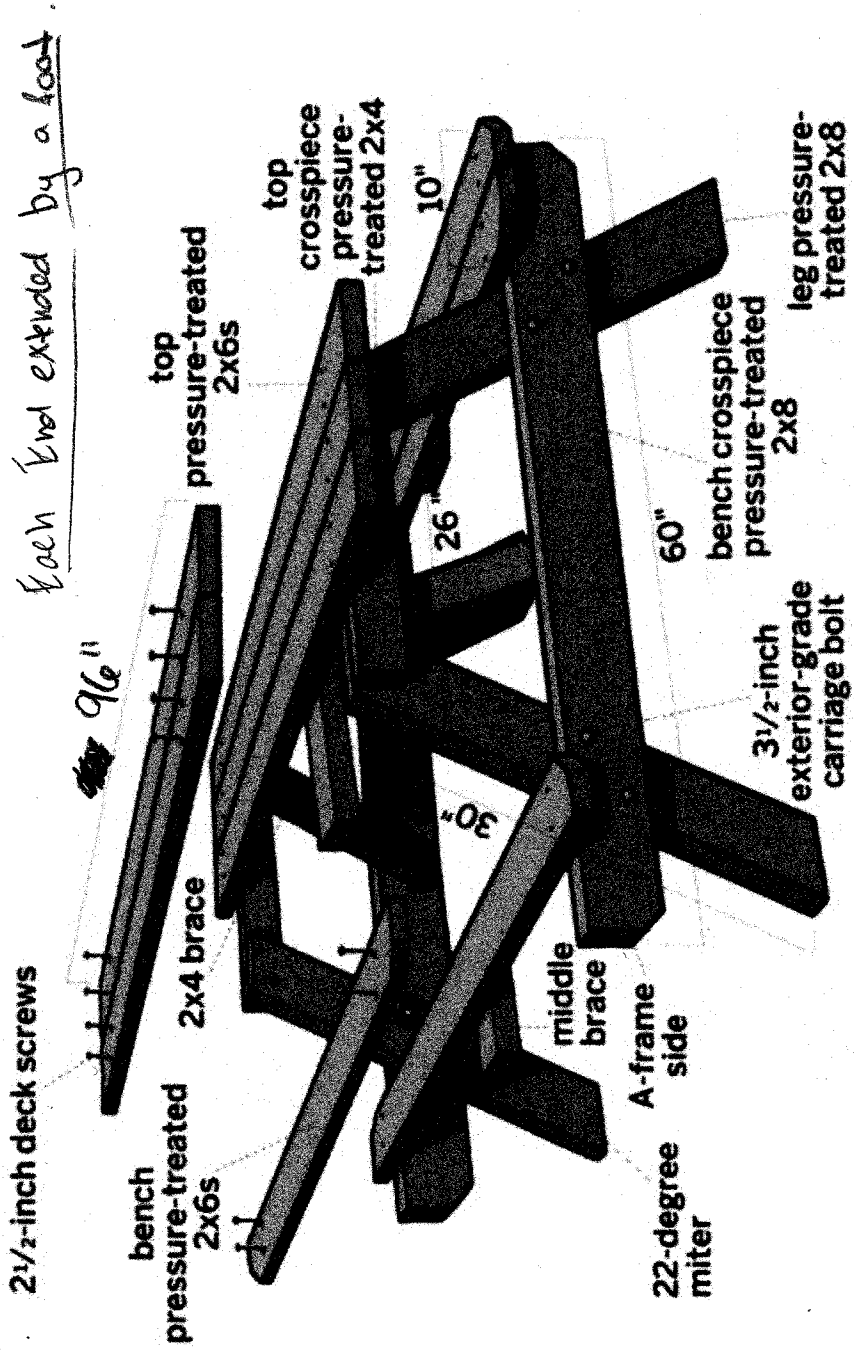
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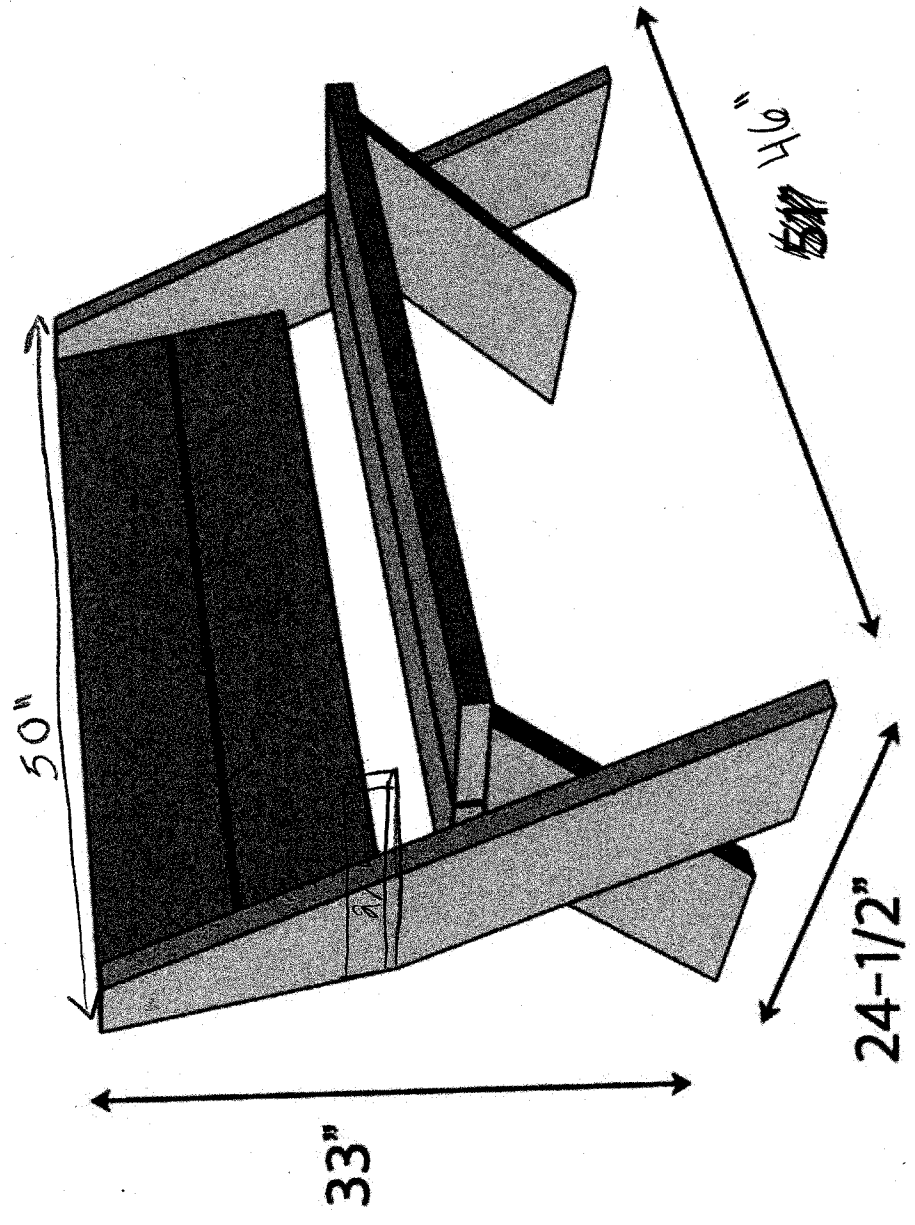
Activity Year

- Orange: Invasive Species Treatment -- 2020
- Dark Red: Single Tree/Group Selection Harvest --- 2021
- Black Outline: Property Boundary
- Green Hatched: Vernal Pool Secondary Zone



Picnic Table Parts: An Overview





Andrews Community Forest

Special Meeting

Thursday, February 11, 2021 – 7pm

Present: Caitlin Littlefield, Tyler Merritt, Jim Monahan, Nick Neverisky, Amy Powers, Wright Preston (chair)

Public: Colin Low (Boy Scout) and Clint Buxton (Boy Scout Leader)

Appointed minute taker: WP

Amendments to the agenda: none

Public comment:

None.

Colin presented a detailed design, location and cost overview of the wooden bench and picnic table project that he proposing to build as his Eagle Scout project. The completed two picnic tables and a bench will be placed at the Andrews Community Forest. This will include the ACF committee and Colin completing a Conservation Reserve Fund application to the Conservation Commission and then to the Selectboard. It will also include the completion of the zoning application (which may need a survey component).

The ACF committee decided on move forward with the hemlock construction option at Colin's estimated cost of \$397.45. The committee felt that it would be appropriate seek Selectboard approval for up to \$500.00, should there be cost overruns on the project.

The committee voted unanimously to support Colin's project with the hemlock option and a cost not to exceed \$500.00.

Respectfully submitted, W. Preston

Adjourned

7:35PM