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**Town of Richmond
Development Review Board
Staff Notes
4/19/24**

Re:SUB2024-1- The applicants, Bradley and Karin LaRose, are seeking to amend their final approval for a proposed 2 lot subdivision. The applicants are seeking to relocate the location of the shared driveway. This is intended to address ACT 250 concerns. Aside from the relocation of the driveway no other changes are proposed. Lot 1 is 1.37 acres. Lot 2 is 2.40 acres. The parent parcel is 3.77 acres.

PARCEL HISTORY:

1. Zoning Permit 07-070, Approved 5/29/07
2. Sketch Plan SKP2023-01, 2/8/2023
3. Zoning Permit 2023-23, Approved 5/15/23
4. Preliminary Subdivision PRESUB2023-09, Approved 7/28/23
5. Final Subdivision SUB2023-10 Approved, Approved 10/03/23

LIST OF SUBMISSIONS:

- A. Narrative
- B. Final Sub Application
- C. Abutters List
- D. Wetland Advisory
- E. River Corridor
- F. AG Soils
- G. Slopes
- H. Wildlife Habitat
- I. Site Plan
- J. Plat
- K. Baker Letter

PROCEDURAL INFORMATION:

1. Application submitted on 4/4/2024
2. Agenda placed in Seven Days 4/5/2024
3. Notice placed on Town website and at three locations in town on 4/9/2024
4. Abutters notified on 4/5/2024
5. Notice sent to Applicant 4/5/2024

STAFF NOTES (In Bold):

1. The applicants, Bradley and Karin LaRose, are seeking to amend their final approval for a proposed 2 lot subdivision. Lot 1 is 1.37 acres. Lot 2 is 2.40 acres. The parent parcel is 3.77 acres.
2. The Applicants narrative notes that they are amending their approved subdivision to relocate the location of the shared driveway to address ACT 250 concerns.
3. The project is located inside of the Agricultural Residential zoning district and is subject to Section 3.1 of the Richmond Zoning Regulations.
4. Lots size and coverage is as follows:
 - a. Lot 1-1.37 Acres
 - b. Lot 2-2.4 Acres
5. Single- and two-family residences are an allowed use per Section 3.1.1 of the Richmond Zoning Regulations.
6. The projects will be subject to the dimensional standards noted in section 3.1.3 of the Richmond Zoning Regulations.
7. The projects Site Plan indicates that Lot 2 does not have frontage on a public road.
8. The Applicants site plan notes that all lots will be greater than 1 acre.
9. The Applicants site plan notes that all lots will have less than 30% impervious coverage.
10. The project is subject to the dimensional limitations noted in Section 3.1.4.
11. The project will also be subject to Section 4 of the Richmond Zoning Regulations, specifically Sections 4.1, 4.2, 4.3, and 4.4.
12. Section 4.1 notes that any project will be subject to the Richmond Public Work Specifications.
13. Section 1.3 of the Richmond Public Work Specifications notes the minimum site distance for driveway intersections.
14. Scot Baker submitted an email on behalf of the applicants noting that they can achieve a minimum site distance of 400 feet to the east and 450 feet to the west. This meets the minimum standard of 385 feet of site distance for a road with a 35 MPH posted speed.
15. Section 6.1.6 notes that parking areas associated with single- or two-family dwellings are exempt from review by the Zoning Administrator and do not require Site Plan review.
16. The project is subject to the driveway standards noted in Section 6.2.1 of the Richmond Zoning Regulations.
17. The Applicants are proposing a shared driveway to serve lots 1 and 2.
18. The Applicants site plan notes a 12-foot driveway width.
19. The Applicants plan set notes a 30 foot rite of way which complies with Section 1.1 of the Public Work Specifications. **(While the applicants have shown a 30ft right of way there is an issue with it. Part of the existing garage will be located inside of the rite of way but will be outside of the 12 foot driveway. The Applicants claim this change is necessary in order to address some of the ACT 250 problems they have been experiencing. You will need to decide whether or not this is acceptable.)**
20. The Applicants narrative and site plan indicates that there will be one shared driveway.
21. Subdivision applications also have to comply with the Richmond Subdivision Regulations.
22. Section 400 of the Richmond Subdivision Regulations covers regulations for Final Subdivisions.
23. The project will have to comply with all of the Final Subdivision requirements in Section 420.2 and Section 420.3 of the Richmond Subdivision Regulations. **(The applicants have provided a plan set that has met the criteria noted in section 420.2 and section 420.3. However, they have not submitted the language for the easements. Given that the existing garage will be located inside of the 30ft ROW for lot 2 it may make sense to see that language ahead of time. The board could consider continuing until that**

language is provided or make it a condition of approval that the board chair ,or designee, reviews and approves the easement language before the ZA issues a permit. You could also allow the ZA to review the language.)

24. The Applicants have provided a plan set that meets the criteria listed in section 420.2.
25. Section 600.1 of the Richmond Subdivision regulations notes that the subdivider shall construct all roads to meet the Town of Richmond Public Works Specifications standards and specifications for public infrastructure, including roads. Specifications for driveways must meet the requirements established in the zoning regulations. **(The Applicants plan set and narrative notes that the project is in compliance with the public work specifications and driveway standards).**
26. Section 600.4 of the Richmond Subdivision regulations notes that the access points to public or private rights-of-way shall be consolidated to minimize multiple curb cuts.
27. The Applicants plan set noted that there will only be one curb cut. Both lots will be served by a shared driveway.
28. Section 600.9 of the Richmond Subdivision regulations notes that sight distances at all intersections should be consistent with anticipated traffic speeds, terrain, alignments and climatic extremes.
29. Section 600.10 of the Richmond Subdivision regulations notes that all roads shall be adequately shaped and drained, with adequate ditches or other storm water system. **(The road shape and layout are shown on the Applicants plan set).**
30. The project will have to comply with the lot layout standards noted in section 610.1 of the Richmond Subdivision regulations. **(The applicants are in compliance with this section).**
31. The project will have to comply with the standards for draining systems in Section 650.1 These facilities will also have to comply with the standards laid out in Section 650.2(**The Applicants have not submitted an updated storm water letter with their application. The DRB could consider this as a condition).**
32. The subdivider shall demonstrate that existing drainage facilities below the grade of the subdivision will accommodate the anticipated additional run-off from the proposed subdivision. If the additional run-off will overload down gradient facilities so that there will be undue drainage onto other property, or an increase in expenditure of public funds, the DRB shall require the subdivider to design and implement facilities to correct such overloads within the subdivision or offsite with associated easements or agreements with one or more adjoining property owners. (**The Applicants have not submitted an updated storm water letter with their application. The DRB could consider this as a condition).**
33. Section 650.4 of the Richmond Zoning Regulations notes that the drainage system and all easements shall be designed to accommodate water from a twenty-five (25) year storm. **(The Applicants have not submitted an updated storm water letter with their application. The DRB could consider this as a condition).**
34. The project will have to comply with the erosion control standards noted in Section 650.5 and the fill standards noted in Section 650.6.
35. The project will have to comply with the water supply protection requirements noted in Section 660.
36. Land development may be serviced by private or community potable water supply and/or wastewater systems which shall be designed, installed, and maintained in accordance with all applicable State of Vermont regulations and standards. The subdivider shall provide the Town of Richmond with a copy of any required state or federal permits, including a Wastewater System and Potable Water Supply Permit, before any zoning permit for land

development will be granted. **(The applicants have provided a water and wastewater permit from the state).**

37. The project will have to comply with the utility standards noted in Section 670 of the Richmond Subdivision Regulations.
38. The project will have to comply with the phasing requirements noted in Section 680 of the Richmond Subdivision Regulations.
39. The applicants will have to provide a draft of all restrictions which will run with the land and become covenants with the final application as noted in Section 701, and shall provide for and establish an organization or trust for the ownership and maintenance of any common facilities or open space as noted in Section 703 of the Richmond Subdivision Regulations. **(The Applicants have not provided an updated maintenance and covenants agreement for the shared driveway. They will need to clarify if the previously approved conditions would cover the new driveway or do they need to be modified. DRB could consider making this a condition of approval).**

Items for DRB Consideration:

1. Whether or not it is acceptable to have a building inside of the 30 foot rite of way
2. Decide whether or not you want to see the easement language or not.
 - a. The Board could continue until the applicants provided the language.
 - b. The DRB chair, or designee, could review it and sign off on it.
 - c. The ZA could review it prior to issuing a permit.
3. Whether the applicants should be required to submit a new storm water letter.
 - a. This could be a permit condition if the board would like.
4. Whether the applicants should be require to provide an updated maintenance agreement for the shared driveway.