

**Town of Richmond
Development Review Board
Staff Report
August 9, 2020**

168 River Road, LLC- Application 2020-088 for Conditional Use and Site Plan Review for an addition to an existing garage in the Flood Hazard Overlay District at 168 River Rd, Parcel ID RI0168, in the Commercial (C) Zoning District.

SUBMITTALS:

- A. Site Plan & Conditional Use Application – dated 7/15/2020
- B. Narrative description, undated
- C. 2005 Site Plan, prepared by ESPC, dated 4/21/2005
- D. Zoomed in Site Plan, with addition drawn by applicant, undated
- E. 168 River Rd- SFHA, ANR Atlas, dated 8/9/2020
- F. Richmond Property Record Card for RI0168

PROCEDURAL INFORMATION:

As per the Notice Requirements, a Notice for Public Hearing appeared in the Burlington Free Press on July 27, 2020 and was posted at 4 locations in Town and on the municipal website. The Referral Notice was sent to the Applicant and a copy of the Notice was sent to all adjoining landowners on July 23, 2020.

Per Section 6.8.17 (c), the application was submitted digitally to the State Floodplain Coordinator, Rebecca Pfeiffer on July 15, 2020.

DESCRIPTION OF PROJECT:

1. Patterson Fuels operates out of 166 River Rd and 168 River Rd. in the Special Flood Hazard Area (SFHA) within the Commercial Zoning District.
2. The office is on RI166 and the garage and fuel tanks are on RI0168. The garage would be considered an accessory structure on the parcel since the main or principal use of the lot is not a garage but a fuel company.
3. The Applicant would like to construct a 30'Lx12'Wx23'H addition to the existing truck garage. (Submittal A, B, & D)
4. The addition will allow work to be done on some of the bigger trucks during the winter months more easy for the mechanic.
5. The addition will match the existing garage in terms of siding and roofing. The existing overhead doors will be relocated to the front of the addition. (Submittal B)
6. Section 6.8.11 a)1 of the Richmond Zoning Regulations (RZR) allows for an addition to an accessory structure with approval by the Administrative Officer.
7. Changes to an approve Site Plan that involve changes to internal traffic do require DRB review.
8. The total lot coverage per the 2005 Site Plan, Submittal C, is 42%. The total lot coverage allowed in the Commercial Zoning District is 50%.
9. The Applicant is requesting a waiver from Section 5.5.2c)- that the Site Plan be prepared by a registered surveyor, professional planner, engineer, architect or landscape planner. (Submittal B)
10. The proposed addition would not increase the lot coverage since the addition will be out from the front of the garage in an area that is already impervious (asphalt).

11. Per Section 6.8.16f) all existing non-residential Structures to be substantially improved or replaced, and all additions to nonresidential structures shall: 1) Be reasonable safe from flooding 2) Have the lowest floor elevated to a minimum of 1' above Base Flood Elevation or be dry flood proofed at least 2' above BFE or if solely used for parking of vehicles be wet proofed as per 6.5.16d)2 or 3) Have structural designs, specifications and plans prepared and certified by a registered professional engineer or architect. Designs and proposed methods of construction shall be in accordance with accepted standards of practice for meeting all FEMA Flood proofing and elevation provisions.
Staff Discussion- the DRB should determine if additional material is required about the addition prior to approval or prior to a zoning permit.
12. The Applicant has been asked to provide the estimated cost of the addition to confirm that the work would not be considered a Substantial Improvement. The total cost for the improvements would be approximately \$25,000.
13. Submittal F, the property record card states that the value is \$35,000. The Town of Richmond has not had a reappraisal for many years. The assessor for the Town has said previously that the Common Level of Assessment (CLA) is at approximately 93% for residences. Staff is confirming that the CLA is the same for commercial structures as well.
14. This would be considered a substantial improvement per Section 6.8.7.
Staff Discussion- the Applicant would need to follow Section 6.8.16f) (see number 11).
15. Once started the proposed work would take approximately 1 month to complete.

STAFF DISCUSSION:

1. Staff has submitted to Rebecca Pfeiffer, Regional Floodplain Manager, the application for comments per Section 6.8.17 (c) of RZR on July 15, 2020. No comments received as of August 9, 2020.

PROPOSED STANDARD CONDITIONS:

1. The applicant shall apply for a Building and Zoning Permit for the work approved under this approval prior to construction.
2. The project shall be developed in conformance with the above referenced site plans, and submittal documents.
3. Any other applicable zoning regulations not expressly waived in this decision must be complied with.
4. This decision shall not relieve the applicant from any obligation to obtain all other applicable required federal, state and local permits, including wastewater permits.