

1
2 Richmond Development Review Board
3 REGULAR Meeting
4 APPROVED MINUTES FOR APRIL 8, 2015 MEETING

5
6 Members Present: David Sunshine, Chair; Brad Worthen, (DRB Alternate), Mike
7 Donahue, Cara LaBounty
8 Members Absent: Stephen Ackerman, Vice-Chair
9 Others Present: Clare Rock, Town Planner; Ruth Miller for MMCTV Comcast 15; Bob
10 Reap, Ian Bender, Isaac Cowan

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12 Sunshine called the meeting to order at 7:05pm and announced this would be a working meeting as
13 there are no applications before the Board.
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16 **Approve Meeting Minutes: January 14, 2015**

17 Worthen made a motion to approve the Minutes, seconded by Donahue, all in favor. So voted.
18 LaBounty abstained.

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20 **Discussion of Section 5.6.8 Adaptive Use of Existing Structures**

21 Bob Reap request feedback from the Board on the interpretation of section 5.6.8. The Reaps outline
22 some of their ideas in a letter dated April 6, 2015. The Board discussed whether the farmhouse would
23 meet the criteria for Adaptive reuse, if the structure has the required minimum square footage, it would
24 meet the other criteria. The Reaps would like to have the additional flexibility of additional uses, such
25 as a restaurant in the farmhouse.
26

27 The Reaps would like to move the barn, reuse the framing and as much of the exterior and are seeking
28 guidance on whether this would also qualified as Adaptive Reuse. Currently the barn is in bad shape
29 structurally and wouldn't be able to meet agricultural or commercial codes. The Reaps would like to
30 move the barn closer to Route 2, the barn would have the same footprint and be the same size. This
31 may require taking it down and rebuilding it.
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33 Discussion followed about whether the structure has to stay in its original location to be considered.
34 Other structures which have used this provision includes the Monitor Barn, which was dismantled and
35 then rebuilt in a different location. Board members discussed weather that should be used as a
36 comparison. Some felt it should be. Discussion about the Richmond Market and the use of the Adaptive
37 Reuse provision, this may have been applied liberally.
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39 Discussion followed about the intent of the provision which was to save the old barns in Richmond.
40 The Chair asked the Board whether a structure could be moved and meet the provision, and whether a
41 percentage of the original structure would have to be used to meet the provision. Discussion followed.
42 Individual members voiced support for the Reaps plans. The chair stated that cannot make a decision
43 or formal opinion without an application before them.
44

45 Discussion followed about the next steps. The Board encouraged the Reaps to submit a "bare bones"
46 Conditional Use and Site Plan application so they may have a formal hearing to provide feedback and
47 an official decision. Rock will follow up with the Reaps on the deadlines for the upcoming meeting.
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49 Isaac Cowan asked if a portion of a 4,000 sf structure was historic if this would meet the Adaptive
50 Reuse provision. The Board indicated the entire 4,000 sf would need to be historic.

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4 **Discussion of Section 4.7 Nonconforming Structures**

5 Staff requested Board interpretation of provision and its applicability to reconstructing a non-
6 conforming structure, specifically if a property owner intentionally took down a non-conforming
7 structure could they rebuilding it under this provision or would it only apply if the building was
8 damaged due to an unintentionally casualty. Discussion followed about the term casualty, and weather
9 this could mean neglect or age. The Board felt if a property owner took down a structure due to any
10 casualty this provision could apply.

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12 **Staff Updates:**

13 Rock announced her pregnancy, she is due in August.

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15 - **Recent zoning changes (Flood Hazard Overlay District & Gateway Commercial District)**
16 Rock provided an overview of the changes to the Flood Hazard and Gateway Districts. DRB
17 members were given the latest version of the zoning dated March 30, 2015. There is a typo in
18 3.4.5, the second sentence should include the word “no”, and therefore the second sentence
19 should read “For lots with no frontage on Route 2...”
- 20 - **Status of other zoning changes under consideration by Planning Commission**
21 The PC has a list of other zoning changes they may be considering, they will be deciding on
22 which one to pursue at their next meeting.
- 23 - **Changes to the Fee Schedule**
24 The Selectboard recently approved changes to the Fee Schedule, these will go into effect
25 during the first week of June. Changes included increasing the Conditional Use fee and
26 removing the option for “Temporary Certificates of Occupancy”. It also included a
27 clarification of Technical Review Fees, what they apply to and when an applicant could be
28 reimbursed unused funds.
- 29 - **Town Plan Process**
30 The process is underway and a steering committee has been set up to guide the process. We
31 are currently exploring engagement activities which will include setting up a community
32 vision chalkboard and distributing coasters to get feedback. A town wide vision forum will be
33 held during the second week in September and the plan has to be completed by May 2016.
- 34 - **CCRPC DRB Summit Monday April 27**
35 Sunshine, Donahue and LaBounty are signed up.
36

37 **ADJOURN**

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39 Motion by Donahue to adjourn seconded by LaBounty. All in favor. So voted.

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41 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB