

Richmond Development Review Board
 REGULAR Meeting
 APPROVED MINUTES FOR MAY 13, 2015 MEETING

6	Members Present:	David Sunshine, Chair; Brad Worthen, (DRB Alternate), Mike
7		Donahue, Cara LaBounty, Ian Bender, Matthew Dyer
8	Others Present:	Clare Rock, Town Planner; Ruth Miller for MMCTV Comcast 15; see
9		attached list

12 7:00 PM PUBLIC COMMENT and APPROVE AGENDA & ORDER OF BUSINESS

14 Sunshine opened the meeting at 7:05 PM. Sunshine welcomed people and asked people to sign in and
 15 added that if people want to be considered an interested party they need to sign in, speak at the
 16 hearing and/or submit written materials.

18 No public comments.

20 Sunshine anticipates limiting the first hearing to one hour and the other hearings to be half hour each.

22 7:05 PM Sunshine opened the PUBLIC HEARINGS

24 First Hearing for:

25 **830 West Main Street** - Application # 15-001, Applicants Robert & Joy Reap, for Adaptive Reuse
 26 Review, including Conditional Use and Site Plan Review, for the re-use of the barn to include
 27 restaurant and office use, located on Parcel WM0830 in the Gateway Commercial Zoning District.

28 Sunshine swore in Joy and Bob Reap, Paul O’Leary (engineer for the Reaps), Terry Boyle (landscape
 29 architect for the Reaps) and Tim Eustice (Legal Counsel for the Reaps).

30 O’Leary presented the site plan and provided the following additional information. The project
 31 proposes to take down the existing barn and rebuild it approx. 75 ft. closer to Route 2. The project
 32 proposes to develop less than one acre of impervious with barn and parking area. The maximum
 33 height of relocated structure will be 41 ft.

34 O’Leary reviewed the conditional use and site plan standards and stated that the project will not have
 35 an undue adverse impact on community facilities and will conform to the other standards. Regarding
 36 the specific performance standards the project proposes not have exterior impacts of noise or
 37 excessive lighting. Regarding traffic, the project will generate an anticipated 28 PM trips. The project
 38 will need a state wastewater permit and might need a storm water permit. Both will be provided to the
 39 Town. Storm water will discharge into adjacent brook. A new well will be drilled in the front of the
 40 barn. The project is estimated to be developed over a period of a year. The reconstructed barn will
 41 have 12,072 sq ft of interior space.

42 Bob Reap stated the building would not have sprinkler system because it is not required by state code.

43 Rock distributed the letter from the Reaps, dated May 12 regarding some changes they are willing to
 44 make – both will be entered into this list of Submittal Materials. The Reaps provided this letter in
 45 response to the memo provided by Ann Cousins. The Reaps are reluctant to make these changes and
 46 will only do so if required by the DRB.

1 The Reaps stated the parking lot will NOT be paved and are requesting a waiver for this specific
2 parking requirement.

3 LaBounty mentioned that she is working on the municipal sewer and water system extension but not
4 on behalf of the Reaps and therefore doesn't feel her involvement on the DRB for this application
5 presents a conflict.

6 Terry Boyle provided an overview of the landscaping plan, where red maples will be planted along
7 Route 2 (with a 2" caliper) and flower crabs will be planted along driveway as per the submitted
8 landscaping plan. A wood vertical board fence will be installed around the dumpster in addition to
9 shrubs for screening.

10 Exterior post and beams will be used from the original building, and the floor of the exterior
11 walkways will use the old barn floor. Most of the upper openings on the existing barn have been
12 boarded up, the spacing and location of these openings dictated the location of the new windows and
13 some additional windows will be added to provide adequate light into the interior space. The
14 proposed bottom windows would be added to mirror the location of upper windows.

15 Discussion followed about the use of the slate roof and the pro's and con's of having to require slated
16 be used on the new roof. To reuse the existing slate would be costly and time consuming. The project
17 proposes a standing seam roof. If slate was required, they would salvage as many of existing and then
18 find more.

19 The existing barn was built in 1910. Joy Reap spoke to the adaptive reuse provision. The Reaps goal
20 is to preserve the integrity and character of the existing barn and believe the project meets the
21 requirements as outlined in Section 5.6.8. Regarding Section 5.6.8 b) the Reaps believe the Secretary
22 of the Interiors Standards are to be applied to projects generally, Reap read the statement provided in
23 the application which addresses this section. The Reaps are not receiving tax incentives or grants for
24 the project and reiterated the secretary's standards are advisory.

25 The Reaps need to move the barn for 3 reasons – to ensure parking can be placed behind the building,
26 moving the barn forward will also shield any further development in the rear of the property and
27 moving the barn also helps provide space for the septic system. Also the applicant believes the
28 Secretary of the Interior standards don't apply as they reference 1983 standards, which could not be
29 found. The Reaps do believe Ann Cousins provided information with the intent to help but also
30 believes that she does have a bias.

31 Discussion followed about the purpose of the federal standards, whether they are applicable and to
32 what extent they are applicable.

33 June Heston, was sworn in and thinks the proposal is beautiful. Heston mentioned the VYCC project,
34 the VYCC moved the monitor barn and put an addition on it.

35 Rock distributed a copy of an email from the Reaps, dated May 13 regarding the access permit and state
36 approval, a copy of this will be added to the list of submittal materials.

37 The Chair accepted Ann Cousin's memo and the attachments into the record, they will be added to the
38 list of Submittals.

39 Tim Eustice mentioned the town plan and the encouragement of adaptive reuse and its purpose to
40 grow the tax base and to provide jobs. Eustice referenced the VYCC and the Birdseye project and
41 stated they are analogous to the Reaps project. Eustice believes this project meets the spirit and intent
42 of the guidelines.

1 David Sunshine was the DRB liaison and visited the site on Tuesday May 12, 2015 and Matt Dyer
2 also attended with Clare Rock. Sunshine mentioned the asymmetrically framed barn building, the
3 failing foundation and the failing interior structure. If the barn is to be reused in anyway the frame
4 will need to be taken down and the foundation rebuilt.

5 LaBounty, made a motion to close the hearing and move into deliberate session in open public,
6 seconded by Bender. So voted.

7 Discussion followed which included moving and reconstructing the barn on a new foundation, due to
8 the current failing foundation. The department's standards will be a guideline and not a requirement.

9 LaBounty made a motion to approve the application based upon the plans as submitted in the original
10 application, no second.

11 Items for further discussion included the cupolas, requiring a slate roof, the waiver for gravel parking
12 lot, reorientation of the lower windows.

13 Donahue made a motion to continue deliberation session until we've heard the other applications on
14 the agenda, seconded by -----. All in favor, so voted.

15 Sunshine opened the hearing for the following application:

16 **46 Old Brooklyn Court** – Application #15-019, Applicants Elysse Parent & Eric Wood, for Special
17 Flood Hazard Area Review, including Conditional Use and Site Plan Review, for the elevation of the
18 house and the construction of a second story addition located on Parcel OB0046 in the Special Flood
19 Hazard Area Overlay District and Agricultural Residential Zoning District.

20 Sunshine swore in Eric Wood and Elysee Parente. The other alternate, Roger Pederson, joined the
21 board.

22 LaBounty mentioned she worked on applying for a HMPG funds to elevate this house, the Town is
23 still waiting to hear whether Richmond homeowners will be receiving this federal funding. While
24 these homeowners are moving forward with elevating themselves, the application will not be
25 withdrawn until the project is complete. The homeowners agreed with this. LaBounty does not her
26 involvement in the grant preparation presents a conflict of interest.

27 Eric Wood provided an overview of the project. As the living floor will be elevated they will have to
28 add an exterior cast concrete or stone step to access the house. The homeowners anticipate starting the
29 project later this June and will take 4 – 12 weeks.

30 Mike Donahue and Ian Bender and Clare Rock went on the Site visit with the homeowners earlier this
31 evening.

32 LaBounty recommends that while the project does not meet the Substantial Improvement requirement
33 the Board should consider this project a substantial improvement as the projects meets the
34 development standards for a substantial improvement.

35 LaBounty made a motion to approve the application as a substantial improvement and with the
36 condition to submit an as built elevation certificate upon completion, seconded by Dyer. All favor, so
37 voted. Worthen and Pederson abstaining.

38 Sunshine opened the hearing for the following application:

1 **92 Rogers Lane** – Application #15-030, Applicants Patterson Fuels, INC./92 Rogers Lane, LLC., for
2 Special Flood Hazard Area Review, including Conditional Use and Site Plan Review, for the
3 relocation of a 30,000 gallon fuel storage tank located on Parcel RG0092 in the Special Flood Hazard
4 Area Overlay District and Industrial Commercial Zoning District.

5 Sunshine swore in Eric Sandblom, KAS consulting, representing Patterson Fuels. Jason Harvey,
6 Patterson Fuel could not make the meeting. Sandblom provided an overview of the project.

7 The Rogers Lane Facility was constructed in 2011, under the old FEMA maps the site was not in the
8 floodplain, but the facility was designed to be flood resistant. The existing tank was designed to be
9 anchored. The relocated tank, from River Road to Rogers Lane is designed to withstand deeper flood
10 levels, therefore the anchoring system is designed to meet the base regulations. The tie down straps
11 will be galvanized steel as per ANR comments. A dry hydrant was developed near the Rogers Lane
12 property and the applicant anticipates a slight reduction in truck traffic at the River Road property,
13 with a slight increase in truck traffic at the Rogers Lane property.

14 Sandblom provided the Fire Safety Analysis Propane Bulk Storage Facility report to be submitted
15 into the record. LaBounty raised a question of how the application was warned, as the application
16 references the Roger Lane facility but also includes the River Road Property. LaBounty added there
17 should be a condition attached the River Road property which prohibits them from placing a new
18 propane tank at the site once the existing one is moved to Rogers Lane, to ensure there is no future net
19 increase in the amount of hazard materials storage. LaBounty recues herself from the deliberations.

20 Matt Dyer served as the DRB Liaison and Clare Rock also attended the site visit on Tuesday May 12,
21 2015.

22 Donahue made a motion to approve the application with an added condition that the property owner
23 apply for an administrative permit to remove the tank from the River Road and a certified engineer
24 will provide as -built documentation of the installation of the moved tank, seconded by Bender. All in
25 favor, so voted. Worthen and Pederson abstaining.

26 The DRB took a break at 9:10pm, resumed at 9:15pm to continue deliberations on Reap project.

27 The DRB made the following decisions regarding the cupolas, the slate roof, the waiver for gravel
28 parking lot, the lower windows, the porches, the dumpster enclosure and conditions.

29 --- made a motion to approve the application as presented with conditions, seconded by Dyer. All in
30 favor, so voted.

31 LaBounty made a motion to exist deliberative session, seconded by Donahue. All in favor, so voted.

32
33 **OTHER BUSINESS**
34

- 35 • Approve Meeting Minutes: April 8, 2015

36 --- made a motion to approve the Minutes, seconded by Donahue, all in favor. So voted. LaBounty
37 abstained.

- 38 • Review changes to the Fee Schedule and Technical Review Fees – Rock provided a brief
39 overview and mentioned the changes will go into effect on June 4, 2015.

- 40 • Staff Updates

- 41 ○ Other zoning changes – Rock provided a brief overview of the list of
42 changes the PC is considering.

- 1 ○ New town plan – Rock provided a brief overview of the process to date.
- 2 ○ ZA search – Rock provided an update and discussion followed about
- 3 pros and cons about having the ZA staffing/attending the DRB.
- 4 ○ VLCT P& Z Forum – Rock distributed a flyer for the upcoming event.
- 5 ○ Schedule Annual Organization Meeting as per *Richmond Development*
- 6 *Review Board Rule of Procedure* – the DRB will do this as part of their
- 7 next meeting. Rock also distributed the Town of Richmond Code of
- 8 Ethics document.
- 9

10
11 **ADJOURN**

12
13 *Motion by Donahue to adjourn seconded by LaBounty. All in favor. So voted.*

14
15 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB