

MEMORANDUM

Date: December 3, 2020

To: Development Review Board

From: Taylor Newton – Interim DRB Coordinator

RE: Sketch application 2020-015, 952 Kenyon Road

Huntington Homes, Inc. owns an approximately 72-acre parcel on the west side of Kenyon Road. The parcel is vacant and is located adjacent to the existing 9-lot Sylvan Knoll subdivision that was subdivided from the same parent parcel in 2015. The Applicant submitted a sketch plan application on October 27, 2020 to subdivide the 72 acre parcel into 9 lots (Sylvan Knoll – Phase II). The subdivision includes a boundary lot adjustment with the existing Lot 3 and Lot 2 within Sylvan Knoll – Phase I (Submittal A). The Applicant’s engineer is Jason Barnard of Barnard & Gervais, LLC.

Proposed Lots 9 through 16 will range between 1.22 acres and 6.59 acres in size. Lot 17 will be 44.95 acres in size and will remain undeveloped at this time. These lots all meet the Lot Area and Lot Dimension requirements in the Agricultural/Residential Zoning District. Lot Frontage information was not provided in the application. Lot 11, Lot 12, Lot 13, and Lot 17 will have frontage on Kenyon Road. Lot 14 through Lot 16 do not have frontage on a permanent easement or right-of-way on the submitted sketch plan as required per Section 4.3 of the RZR. The proposed location of wastewater disposal facilities on Lot 14 (serving Lot 13) may need to be moved in order to facilitate of permanent easement or right-of-way to serve Lot 14 through Lot 16. The Applicant is not proposing to use building envelopes.

Existing Lot 3 and Lot 4 will increase in size. However, the Applicant has not provided information about the proposed sizes of these lots or other dimensional information.

Lot 11 will be accessed directly from Kenyon Road. Lot 13 through Lot 16 will access via private road. It is unclear if Lot 17 will be accessed from Kenyon Road or from the new private road. The Applicant should clarify how Lot 17 will be accessed. A road profile and individual driveway profiles were not submitted with the application. Per the Richmond Rural Road Specification and Standards, the Applicant should submit a “Rural Road Plan” with the Preliminary Plan application (and is require to submit the plan with a Final Plan application).

Information regarding the location of utility systems (electric, gas, telephone, cable, broadband) and stormwater management was not submitted. Additional information shall

be submitted with the Preliminary Plan application (Section 310) to ensure that the road, driveways, utilities, and stormwater management system will meet the requirements of the Richmond Subdivision Regulations, Richmond Zoning Regulations, and Public Improvements Standards & Specifications for the Town of Richmond.

Each new lot will have an individual, private wastewater system and well.

The subject property contains steep slopes in excess of 20% grade. To ensure conformance with Section 6.11 – Steep Slopes, the applicant shall submit additional information with the Preliminary Plan application about the location of construction and land development in regards to steep slopes.

Information regarding the location of, and impact to, natural resources was not submitted with the Sketch Plan application. The Applicant shall submit information about the location of natural features, wetlands, forest stands, and large animal habitat (Section 310) with the Preliminary Plan application. According to the Agency of Natural Resources Atlas, a deer wintering area exists on portions of Lot 11, Lot 16, and Lot 17.

The owners of Lot 3 and Lot 4 did not sign the application. The owners of these lots are technically “subdividers” as defined in the RSR and should sign all future applications that involve the division of their land.

Per Section, 610.1 of the RSR, the Applicant is required to submit a “master development plan” for any portion of the parent parcel “not proposed for land development” as a part of the Preliminary Plan application. The regulations state that the master development plan “shall conceptually show future roads, future stormwater infrastructure, future building areas, future open areas, and future uses on such remaining land.” This regulation is supported by Section 600.2 of the RSR which states the following:

ARRANGEMENT: The arrangement of roads in the SUBDIVISION shall provide for continuation of roads within adjacent SUBDIVISIONS and, at suitable locations, shall continue to the boundary of the SUBDIVISION in order to facilitate access to adjacent land if and when it may be developed. The DRB may modify this requirement where topographic or other conditions make it impractical to comply, or where the DRB determines that compliance is not in the public interest.

The purpose of the Sketch Plan Review is to acquaint the DRB of the intent of the project at an early stage in the design process. The Sketch Plan Review is a voluntary, informal review and is non-binding. Any determination by the DRB is simply advisory. Following a Sketch Plan Review an applicant would submit a formal application for DRB approval.