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APPLICATION: CU2022-06

APPLICANT: Summit Distributing

REQUESTED ACTION: Conditional Use Review

LOCATION: 1436 West Main Street

EXISTING ZONING: Industrial Commercial (I/c)

Act 250 STATUS: Subject to Act 250

PROJECT DESCRIPTION: A proposed redevelopment of an existing retail vehicle fueling station use, which will include demolition of the existing store and canopy and the construction of a new 4,050 square foot islands (eight fueling locations, two electric vehicle charging stations and two new double wall fiberglass underground fuels storage tanks.

PARCEL HISTORY:

- A. Enforcement action taken against Mobil for non-complaint internally illuminated sign April 23, 2002
- B. Conditional Use approval to redesign site lighting and ID Sign December 27, 2002

LIST OF SUBMISSIONS:

- A. Conditional Use Application, Submitted on June 22, 2022
- B. Narrative, Submitted June 24, 2022
- C. Site Plan, Submitted June 22, 2022
- D. Abutters list, Submitted June 22, 2022
- E. Storm Water Management Plan June 22, 2022

PROCEDURAL INFORMATION:

1. Conditional Use Application, Submitted on June 22, 2022
2. Notice placed on and at three locations in town on June 24, 2022
3. Agenda sent to Seven Days June 27, 2022
4. Notice Letter sent on June 24, 2022
5. Abutters notified on June 24, 2022
6. Agenda placed in Seven Days June, 1, 2022

STAFF COMMENTS (In Bold):

1. A proposed redevelopment of an existing retail vehicle fueling station, which will include demolition of the existing store and canopy and the construction of a new 4,050 square foot islands (eight fueling locations, two electric vehicle charging stations and two new double wall fiberglass underground fuels storage tanks.
2. Lot size 4.2 acres with a current 1514ft convenient store and an 8 pump gas station

3. Current use is for a vehicle fueling station
4. Lot located in the Industrial Commercial Zoning District and will be subject to Section 3.7 of the Richmond Zoning Regulations
5. 3.7.2 notes that vehicle fueling stations are an allowed use with Conditional Use Review and will be subject to Section 5.6 of the Richmond Zoning Regulations. **See notes on Section 5.6**
6. Section 3.7.3 subsection a. notes that lot sizes shall not be less than an acre. **Lot is 4.2 acres and meets the minimum area requirements**
7. Section 3.7.3 subsection b. notes that lots have to have an area with a radius of 50 feet **Lot is 4.2 acres and has enough area to meet this requirement**
8. Section 3.7.3 subsection c notes lots with 100 feet of frontage need access to a public or private road. **Lot has access to a public road**
9. Section 3.7.3 subsection d notes that lot coverage cannot exceed 60% unless it can be shown that all storm water can be kept on the lot. Coverage could then increase to 80%. **Site plan notes only 14.5% coverage therefore the project is in compliance with 3.7.3 subsection d**
10. Section 3.7.4 subsection a. notes that building heights cannot exceed 35 feet. **Project complies with the height requirement**
11. Section 3.7.4 subsection b. notes front yard setbacks structures need to be set back 50 feet from the edge of a public or private road. **Based on site plan provided project meets these requirements**
12. Section 3.7.4 subsection c. notes a side yard setback of at least 15 feet. **Based on site plan provided project meets these requirements**
13. Section 3.7.4 subsection d rear yard setbacks notes that structures must be set back 15 feet from rear property line. **Based on site plan provided project meets these requirements**
14. Section 3.7.5 subsection d. notes that no permit or approval shall be issued for a use which generates more than 70 vehicle trips ends during the P.M. peak hour for the first 40,000 square feet of lot area or fraction thereof, plus 1 vehicle trip end for each additional 1,000 square feet of lot area. In making the determination of traffic impact, the Administrative Officer or DRB shall utilize “Trip Generation - Seventh Edition - 2003”, Institute of Traffic Engineers, or its equivalent, or any subsequent and most recent publication thereof, and may use estimates from other sources, including local traffic counts, if the above publication does not contain data for a specific use or if a use contains unique characteristics that cause it to differ from national traffic estimates. **According to trip impact letter submitted by the applicant’s, pm peak trips would be 74 trips which would not exceed the 213pm trip ends maximum based on the above formula**
15. Section 3.7.5 subsection a. note that parking and loading will be regulated under section 6.1, signs will be regulated under Section 5.7 and access through section 4.1 through 4.4
16. Section 6.1.1 subsection e. notes that 1 loading space is required for every 5000 feet of gross floor space **Project is 4500 of gross floor space therefore loading space is not required. However loading area is noted on site plan**
17. Section 4.4 Notes that only one curb cut is allowed per property. **Only one curb cut noted**
18. Section 5.6.1 notes that a proposed use shall not result in an undue adverse effect upon:
  - a. The capacity of existing or planned community facilities. **No inverse impact on planned community facilities**

- b. The character of the area affected, as defined by the purpose or purposes of the zoning district in which the project is located and with specifically stated policies and standards of the Richmond Town Plan. **No negative impact to the character of the areas Industrial Commercial district allow for the this type of use**
  - c. Traffic on roads and highways in the vicinity. **Not a significant impact to increased traffic. Traffic studies indicates vehicle trips in excess of 70 Pm peak trips but is below trip end maximum of 213**
  - d. Bylaws and ordinances then in effect; and,
  - e. The utilization of renewable energy sources. **Solar panels will be utilized on the project**
19. Section 5.6.2 notes that conditional uses shall comply with the following specific standards:
- a. Obnoxious or excessive noise, smoke, vibration, dust, glare, odors, electrical interference or heat that is detectable at the boundaries of the lot shall not be generated. **No excessive noise smoke and other irritants indicated**
  - b. There shall be no outside displays except those that are brought indoors at the end of the business hours and are the actual product of the business. **No outside displays noted in the application**
  - c. Outside storage of goods, parts, supplies, vehicles machinery and other personal property shall be appropriate to the neighborhood and shall not impair safety. **There are no outside storage of parts, goods, or other items.**
  - d. A State Wastewater and Potable Water Supply Permit shall be obtained before the use commences. **Narrative notes that all applicable state permits will be obtained prior to construction**
  - e. The development is proposed over a reasonable time period in order that the general and specific standards for conditional uses may be met. **They anticipate construction taking 4-5 months**
  - f. In determining the appropriateness of the use in the Zoning District, the DRB shall consider the scale of the proposal in relation to the scale of existing uses and structures. **Applicant's narrative notes that the use of this project is an expansion of an existing retail motor fuel outlet and is an allowed use in the I/C zoning district**
  - g. No fire, explosive, or safety hazard shall be permitted that, in the judgment of the DRB, after consideration of the advice of Richmond fire fighting officials, significantly endangers other property owners or emergency personnel. **No concerns noted by Richmond Fire**
  - h. The development shall not result in an Undue Adverse Effect on state- or community-owned and operated institutions and facilities.
  - i. Existing water supplies and the quality of ground and surface water resources shall not be adversely affected. **Narrative notes that existing private well will be upgraded to handle the additional use of the larger building**
  - j. The proposed Land Development shall not have an undue adverse effect on an Historic Site or rare or irreplaceable natural areas. Proposed structures should take advantage of existing slopes and vegetation to provide screening for the project. **Narrative notes no historic sites located on the property**
  - k. Any other standards, such as natural landscape and "character of the neighborhood" standards, as indicated for specific districts shall also be applied. The DRB may attach such reasonable conditions and safeguards as it may deem

necessary to implement the purposes of these Zoning Regulations and 24 V.S.A. Chapter 117. **Existing slopes will be protected and screening will be planted**

20. Section 6.1.2 subsection c notes that service stations require 5.5 parking places for every 1000 square feet of gross floor area
21. Project is 4500 square feet and will require 22 parking spaces. **Application and site plans note 31 parking spaces which will satisfy the requirements for section 6.1.2 subsection c.**
22. Section 6.1.6 subsection a. notes that the location of parking requires approval by either the administrative officer or development review board or administrative review officer and requires site plan review by the DRB under Section 5.5.1
23. Section 6.1.6 subsection b. notes that all parking areas shall be hard-surfaced (asphalt or concrete). The DRB may waive this requirement if the Applicant demonstrates that all of the remaining standards of section 6.1.6 will be met. In addition, the following specific standards shall be considered by the DRB when reviewing a waiver request for surfacing requirements: The parking area shall be designed so as to prevent the intrusion of gravel or a similar surfacing material onto the road / Road or Highway travel lanes or adverse impacts on drainage systems. **Site plans indicate a mix of hard surfaces both asphalt and concrete. Application also has erosion and sediment control plan intended to keep excess gravel and similar materials from washing off the property**
24. Section 6.1.6 subsection c. Drainage - All parking areas and associated roadways shall be designed and constructed with detention devices, such as, but not limited to overland grassed and/or stone lined swales, detention basins, and settling ponds, in order to assure that the post development peak flow stormwater volumes from such parking areas and roadways do not exceed the predevelopment quantities based on the run-off from a twenty-five year, twenty-four hour storm event. All such devices shall be designed and constructed to the standards in the Public Works Specifications, except that in the event of a conflict between the Public Works Specifications and the preceding sentence, the preceding sentence shall control. Unless stormwater flows are contained on the lot where such parking areas and roadways are located, there must also be adequate off-site drainage areas to accommodate such flows. **Applications notes that the storm water plan notes deep-sump, hooded catch basins, two slotted trench drains, two First Defense hydrodynamic separator units, an oil/water separator tank, an underground detention system, and a crushed stone drip strip. BMP's included in the proposed stormwater system are designed to improve stormwater quality and quantity at the design point. Underground drainage pipes have been sized to accommodate a 25-year storm event. In addition, the plan notes runoff from paved areas surrounding the fueling area will be captured in hooded catch basins with deep sumps or slotted drains and directed through First Defense hydrodynamic separator units to remove floatables, fine particles, and provide some storage for fuels/oils in the event of a spill. Runoff will then flow through an oil/water separator for additional oil and grit removal prior to entering an underground detention system consisting of 36" diameter HDPE pipes with watertight joints and an outlet control structure (OCS) to reduce peak flow rates discharging. This satisfied the requirements for Section 6.16 subsection c**
25. Section 6.1.6 subsection d. notes that all parking areas shall provide for persons with disabilities which are clearly designated and marked, and signed, using the international symbol for access required by Title 21 V.S.A. Section 275, as amended, for use by such persons only. **Applicants detail sheet notes the design of the accessible parking stalls**

- and notes the layout of accessible parking signs. Accessible parking locations are noted In the site plan satisfying the requirements of Section 6.1.6 subsection d.**
26. Section 6.1.6 subsection f. notes that all parking places need to meet the setback requirements. **Parking lots are outside of front, rear and side yard setbacks, therefore, it meets requirements in section 6.1.6 subsection f.**
  27. Section 6.1.6 subsection g. notes that the DRB may require screening for any parking lots located within any front yard. Screening shall emphasize the separation of parking lots from adjoining public Roads or Highways to minimize glare from vehicle headlights onto public Roads or Highways. The use of berms and landscape materials is the preferred method of screening. The DRB may approve fencing, if it determines the more preferred methods are impractical. **Landscaping Plan notes trees and shrubs planted to screen parking areas. No berms indicated**
  28. Section 6.1.6 subsection g. notes that all parking requires landscaping approved by the DRB. **Application notes a landscaping plan of the property highlighting various landscaping features such as trees and bushes**
  29. Section 6.1.6 subsection i. notes that the design of all parking lots shall incorporate measures to minimize safety hazards to pedestrians. Pedestrian paths shall be designated and clearly marked. Separation of vehicle and pedestrian traffic shall be included in all parking lot plans where possible. The DRB may waive this requirement due to unique characteristics of the lot, or innovative alternative designs. **Site plan notes sidewalk for pedestrians in front of building. concrete bollards to protect pedestrians also noted**
  30. Section 6.1.6 subsection j. notes that Parking lots shall be designed to encourage bicycle access. Any parking lot which is required to have fifteen (15) or more parking spaces shall provide bicycle racks at a location convenient to the main entrance to the business. The DRB may waive this requirement if in their judgment the business will not generate bicycle traffic. **No bike racks indicated in site plan applicants are requesting a waiver for this requirement**
  31. Section 6.1.6 subsection k. indicated the need for striping in parking lots. **Striping noted in site plan**
  32. Section 6.1.6 subsection l. notes that DRB may require the use of uniform ingress and egress signs, traffic control signs, and other signs as necessary to direct the flow of traffic. **Stop sign indicated for egress to route 2 on site plans. Directional arrows will also be painted indicating traffic flows**
  33. Section 6.1.6 subsection m. notes lighting shall be provided in all parking lots as approved by the DRB and in conformance with Section 4.10, Exterior Lighting, of this Regulation. **Lighting noted in site plan. See notes on section 4.10 for more details**
  34. Section 6.1.6 subsection o. notes All fire lanes as recommended to the DRB by the Fire Chief shall be clearly designated by pavement markings and/or signage. All designated fire lanes shall be kept free from obstruction at all times. Vehicles parked within a designated fire lane for any period of time shall be subject to immediate towing at the owner's expense. **No fire lanes noted in application**
  35. Section 6.1.6 subsection p notes that The DRB may waive some or all parking requirements and may place conditions on a waiver as necessary to guarantee adequate parking. The DRB may require any change in use on any property where a waiver has been granted to be reviewed for parking impacts, and the change shall be prohibited if it is deemed to generate a parking deficiency. The DRB shall determine that one or more of the following standards are met at a specific location prior to granting a waivers:
    - i. The proposed uses have staggered business hours with minimal overlap in business hours.

- ii. The Applicant presents evidence that the parking requirements are excessive based upon new parking studies, traffic engineering data, or obvious and apparent existing parking demands.
  - iii. The Applicant demonstrates that the demand for parking is reduced because the type of business proposed substantially relies on pedestrian traffic.
  - iv. The Applicant demonstrates that sufficient off-Road or Highway parking is available at other locations within two hundred (200) feet which are, or have been approved by the DRB.
  - v. The use of mass transit, or other alternate transportation reduces parking demand.
  - vi. Joint parking facilities with abutting businesses are sufficient to meet parking demand. **No waivers requested**
36. Section 4.4 notes that no more than one curb cut shall be allowed onto a public or private Road or Highway right of way affording access to a lot. The Administrative Officer or DRB may impose further reasonable conditions regarding curb cuts including consolidation of access points to public or private Road or Highway rights of way, in the interests of minimizing to the greatest degree possible, a multiplicity of curb cuts. Notwithstanding the foregoing, the DRB, in a conditional use or appeal proceeding, may increase the number of curb cuts, where only one curb cut would result in adverse effects on traffic circulation within the site or on traffic on Roads and Highways in the vicinity. **One curb cut noted in site plan**
37. Section 4.10 notes that the Town of Richmond exterior lighting policy is designed to reduce the use of inappropriate and poorly designed or installed exterior lighting which causes unsafe and unpleasant viewing conditions. On the other hand, it is also recognized that some exterior lighting is appropriate and necessary. All Richmond property owners or Applicants are encouraged to utilize the following general guidelines when designing and installing or replacing existing exterior lighting fixtures: • use the minimum light level needed for the task • avoid competitive lighting, in which one source of lighting is increased in illumination to “outshine” a neighboring source • light areas evenly and uniformly for better visibility • consider the color of the light and limit the use of lighting that provides unnatural color. • Lighting should not shine onto adjacent properties or above the horizontal plane, at the elevation of the light fixture **Applicants submitted a lighting plan as well as documentation for lights that are being used on the project**
38. Section 4.10.2 subsection a notes that the applicants need to submit a site plan proposal that includes all proposed exterior light fixtures: i. Specifications for all proposed lighting fixtures including photometric data designation as IESNA (the Illumination Engineers Society of North America) “cut-off” fixtures, Color Rendering Index (CRI) of all lamps (bulbs), and other descriptive information on the fixtures such as height and location, and; ii. Analyses and iso-illuminance diagrams showing that the proposed installation conforms to the lighting standards in this Section. **Site plan contains information as to number, type, and location of light fixtures. Site plan also notes the technical specifications for each type of light used on this project. Hight’s of lights are also noted. Parking area lights will be 13 feet with a 2-foot concrete pedestal for a total height of 15 feet. Building exterior lighting is noted. Hight for this lighting will be 12 feet. Isso illumination diagram provided noting light levels**

39. Section 4.10.2 subsection b notes that Whenever building elevations are submitted, show exterior fixtures and the portions of the walls to be illuminated. **Diagram notes the location of exterior fixtures and portion of walls that will be illuminated**
40. Section 4.10.2 subsection c notes that dimmers and timer should be included on lighting. **Dimmers noted not timers**
41. Section 4.10.2 subsection d noted that electrical service to exterior light fixtures shall be underground. **Notes in utility plans note that all electrical and telephone lines will be underground**
42. Section 4.10.3 notes the standards required for security and parking lot lighting. Regulations note the following standards for the I/C zoning district: High 25 feet max, Min illumination no less than .3fc, uniformity ratio 4:1 Average illumination level on vertical surface no more than .3fc, Minimum CRI of 60. **Maximum height will not exceed 25 feet. Polls are 15 or less, Minimum illumination levels are greater than .3fc, Uniformity ratio is 3.67. Average illumination on vertical surfaces not in excess of .3fc, Minimum CRI is greater than 60 for lights shown on site plan**
43. Section 4.10.6 notes that lighting levels on gasoline station aprons and under canopies shall be adequate to facilitate the activities taking place in such locations. Lighting of such areas shall not be used to attract attention to the businesses. Signs allowed under the appropriate section of these Zoning Regulations shall be used for that purpose.
  - a. Areas on the apron away from the gasoline pump islands, used for parking or vehicle storage, shall be illuminated in accordance with the requirements for parking areas set forth elsewhere in this Section. **Areas away from island are properly illuminated and conform with the requirements for these areas**
  - b. Areas around the pump islands and under canopies shall be illuminated so that the minimum horizontal illuminance is at least 1.0 foot-candle and no more than 2.0 foot-candles. The uniformity ratio (ratio of average to minimum illuminance) shall not exceed 4:1. **Ratio for under the canopy does not exceed 4:1 ratio**
  - c. Light fixtures mounted on canopies shall be recessed so that the lens cover is flush with the bottom surface (ceiling) of the canopy. **Light fixtures on canopy will be recessed in and flush with the bottom of the canopy**
  - d. As an alternative (or supplement) to recessed lights, indirect lighting may be used where light is reflected down from the bottom of the canopy. In this case light fixtures must be shielded so that direct illumination is focused exclusively on the underside of the canopy. **NA**
  - e. Lights shall not be mounted on the top or sides of the canopy, and the sides (fascias) of the canopy shall not be illuminated. **No lighting is mounted on the top or sides of the canopy.**
44. Section 4.11.2 notes that buildings with a cupola can be 45 feet in height. **Structure has cupola that is less than 45 feet**
45. Section 4.11.5 notes that all Conditional Use and Site Plan Review applications, applicants must consult with the Richmond Fire Department prior to applying. All Conditional Use and Site Plan Review applications must include a letter of recommendation from the Richmond Fire Department. The DRB shall take into consideration the recommendations the Richmond Fire Department in its review. Permit conditions may include recommendations from the Richmond Fire Department, so long as the recommendations promote the health, safety and general welfare of the inhabitants of the Town of Richmond. **No report indicated or feedback received**
46. For all Conditional Use and Site Plan Review applications, applicants must consult with the Richmond Fire Department prior to applying. All Conditional Use and Site Plan

Review applications must include a letter of recommendation from the Richmond Fire Department. The DRB shall take into consideration the recommendations the Richmond Fire Department in its review. Permit conditions may include recommendations from the Richmond Fire Department, so long as the recommendations promote the health, safety and general welfare of the inhabitants of the Town of Richmond.

47. Section 4.12 notes that all uses in all districts, including nonconforming uses, shall meet the following performance standards at all times:
  - a. No vibration resulting from the activities or use of a lot shall be measurable at the lot lines.
  - b. No odors resulting from the activities or use of a lot shall be discernible at the lot lines.
  - c. Smoke emissions from the activities or use of a lot shall not exceed number two (2) on the Ringelman Chart.
  - d. No dust, dirt or fly-ash from the activities or use of a lot shall exceed two-tenth (0.2) grain per cubic foot of flue gas at a stack temperature of five hundred (500) degrees Fahrenheit.
  - e. No noxious gases resulting from the activity or use of a lot shall be discernible at the lot lines.
  - f. Hazardous materials and wastes shall be stored on and removed from a lot without causing a release or the threat of a release from a facility on a lot or on adjacent lots, and any such storage, use and/or removal shall protect the public health, safety, welfare and the environment. All uses shall comply with all federal and state laws, rules and regulations for the use, storage, transport, and disposal of hazardous materials and wastes.
  - g. No use shall cause, create, or result in an undue adverse impact on municipal facilities and services.
  - h. No heat shall be discernible at the lot lines. **Applicants narrative notes compliance with the standards laid out above.**
48. Section 4.13.1 notes that vehicle fueling stations may have up to 4 pumping islands allowing eight vehicles at one time **Application has 4 islands with 8 pumping locations noted**
49. Section 4.13.2 notes that all Vehicle Fueling Stations shall have one or more DC Fast Charger electric vehicle charging station(s) with a Society of Automotive Engineers (SAE) Combined Charging System (CCS). **Application notes 2 DC fast charge stations.**
50. Section 4.13.2 notes that customary accessory uses for Vehicle Fueling Stations include the retail sales of vehicle accessories; food and beverages prepared for off-premises consumption, but which may be consumed on or off premises; and other convenience store items. Up to 20% of the floor space within a structure containing the aforementioned accessory uses may be used for tables and/or chairs. **Application notes food service and quick service restaurant**
51. Applicants have submitted two proposed signs one with an illuminated price sign one without and are requesting the DRB to approve the illuminated sign.
52. Applicants point out that the Lucky Spot gas station located on river road has an internally illuminated price sign. **In 2016 the Zoning Administrative Officer approved the Lucky spot Sign Replacement as a one to one replacement that did not require a permit. That ruling was never appealed and the sign has existed since 2016. As this decision was not challenged the sign is an approved sign. However, the current zoning regulations are quite clear that signs cannot have internal**



**illumination. Applicants were informed several times that the illuminated sign would not be in compliance with current zoning regulations**

53. Site plan review is a requirement for conditional use review as is noted in section 5.6.3
54. Standard for site plan review are laid out in section 5.5.3
55. Section 5.5.3 notes that for Site Plan Review the DRB may impose conditions and safeguards upon the approval of a site plan with respect to features authorized by the Act (§4416), as amended. Maps, data, studies, and other information will be requested as needed by the DRB for site plan review. Conditions of approval for site plan review include, but are not limited to, the following:
  - a. a) Traffic - Conditions and safeguards with respect to adequacy of parking, traffic access, and circulation for pedestrians and vehicles, including, but not limited to:
    - i. Lanes - Installation of speed change lanes or frontage roads. **Site plan notes a thermoplastic stop bar to slow traffic before it enters Route 2**
    - ii. Curb Cuts - Limitations on access driveways, or requirement that these be shared with adjacent properties to reduce curb cuts and provide for safe ingress and egress. **Only one curb cut on the property**
    - iii. Pedestrians - Provision for pedestrian traffic, with sidewalks and other walkways clearly separated from vehicular traffic and with appropriately designed road-crossing areas. **There is a sidewalk located in front of the store that is protected by concrete bollards. No cross walk noted**
    - iv. Roads - Roads within the site connecting to roads outside the site that will bear substantial traffic loads being constructed to the Public Works Specifications. **NA**
    - v. Parking - Parking must be located to the rear of buildings, or at the side well-screened from view. **Parking is located in the front of the building which is the side well screened from view due to the landscaping that will be planted. In addition, the current parking layout of the lot has the parking located in the front of the building.**
    - vi. Trails-Trails for non-motorized transportation. **NA**
    - vii. Lighting-Provision for lighting adequate to promote traffic and pedestrian safety, while minimizing negative impact on neighboring residences. **Lighting plan lays out the location and type of lights as well as illumination given. Lighting plan shows adequate lighting to protect pedestrian safety without negatively impacting neighboring residences**
  - b. Landscaping and Screening - Conditions and safeguards with respect to landscaping and screening, including, but not limited to:
    - i. Provision for landscaping that will preserve the character of the existing neighborhood. This may include curbside shade trees. **Existing area contains only the vehicle fueling station and park and ride area, boarded by agricultural fields, across from the property separated by route 2. No existing residential buildings are located in the vicinity of the proposed development. Landscaping will be designed to screen parking from view.**
    - ii. Provision of a buffer zone that shall include vegetative screening to conceal outdoor storage or display areas, parking lots, or loading areas, or other outdoor commercial or industrial uses from neighboring residences. **There are no neighboring residences to screen from. However**

**landscaping plan notes the location of trees and other landscaping intended to screen parking from view**

- iii. Requirements that vegetation be indigenous to the area, site-impervious, large enough to do well, and planted intervals in keeping with other neighborhood foliage. **Vegetation name and type provided. Not noted if all plants and foliage will be indigenous to the area. In follow up email applicants noted that not all plants proposed were native to the area**
- iv. Retention of currently existing site vegetation. **Landscape plan notes that several trees are expected to remain that are currently on the property.**
- v. Interim fencing being required while vegetation is growing to appropriate size. **No interim fencing noted**
- vi. Provision for the care and maintenance of plantings, including removal of dead or diseased trees or shrubs. **Landscaping plan noted that plantings are guaranteed by the contractor for up to one year. Detail sheet noted various provisions to care and maintain planting and shrubs.**
- vii. Minimum Landscaping Costs. The minimum direct landscaping cost shall be at least equal to the total project construction cost multiplied by a certain percentage per the below schedule: Construction Cost Percentage \$0 -\$250,000 3% Next \$250,000 2% Excess over \$500,000 1% In evaluating landscaping requirements, the DRB may grant some credit for existing trees, existing site features or for alternative improvements, other than tree planting, as long as the objectives of this section are met. **Total cost of construction estimated to be \$4,000,000. Given above formula min landscaping cost should be \$40,000**
- viii. Front Yards. In the case of non-residential uses, the required front yard shall be suitably landscaped and maintained in good appearance. **NA**
- ix. Buffer Strips. DRB may also require additional landscaping above and beyond the formula for the purpose of adding a buffer strip along I-89 to properly screen development from the highway. **Buffer strip not noted in landscaping plan. Property is located below the grade of I89 so is mostly obscured. DRB could require buffer strip as a condition.**
- x. Additional Screening. The DRB may require additional plantings or attractive solid fencing, above the normal landscaping requirement, whenever it determines a particular site warrants such additional landscaping, such as to adequately screen two adjacent dissimilar uses from each other, or to improve the appearance of a property which is covered excessively with pavement or structures or is otherwise insufficiently landscaped. All outdoor lighting or parking from public or commercial uses shall be screened from the view of the ground floor of adjacent residential buildings. Auto service stations shall be screened in the same manner from all abutting properties. Recreational vehicle parking areas shall be screened with evergreen trees and shrubs and such landscaping plan shall be part of the application. **No abutting residential properties. No additional screen should be required. Landscaping plan provides screening to block parking from view. Chain link fence noted in landscaping plan behind building not clear If this will be used to block building from view of I89**

- xi. Exterior Lighting. Exterior lighting shall meet the requirements of Section 4.10 of these Zoning Regulations. **See notes on section 4.10**
- xii. Site Restoration. The DRB may require any necessary grading or seeding to restore the condition of any portion of a site that is disturbed during construction. **Landscaping plan notes plans to reseed and grade disturbed soil**

56. Application is subject to section 5.6 Conditional Use Review

57. Section 5.6.1 notes a proposed use shall not result in an undue adverse effect upon:

- a. The capacity of existing or planned community facilities; **Non noted**
- b. The character of the area affected, as defined by the purpose or purposes of the zoning district in which the project is located and with specifically stated policies and standards of the Richmond Town Plan; **Proposed use is an allowed use in the I/C zoning district. Character of area will not be adversely affected**
- c. Traffic on roads and highways in the vicinity **Vehicle trip generation letter shows that increases in anticipated vehicle trips will not adversely effect the surrounding area**
- d. Bylaws and ordinances then in effect; and, **None noted**
- e. The utilization of renewable energy sources. **Proposal contains plans to install solar panels thus not adversely impacting utilization of renewable energy sources**

58. Section 5.6.2 notes that 5.6.2 Specific Standards - Conditional uses shall comply with the following specific standards:

- a. Obnoxious or excessive noise, smoke, vibration, dust, glare, odors, electrical interference or heat that is detectable at the boundaries of the lot shall not be generated. **None noted and there are no residence areas near by the property**
- b. There shall be no outside displays except those that are brought indoors at the end of the business hours and are the actual product of the business. **No outside displays noted**
- c. Outside storage of goods, parts, supplies, vehicles machinery and other personal property shall be appropriate to the neighborhood and shall not impair safety. **No outside storage noted**
- d. A State Wastewater and Potable Water Supply Permit shall be obtained before the use commences. **Applicants not that all applicable state permits will be obtained prior to construction**
- e. The development is proposed over a reasonable time period in order **Applicants note that construction will take 4-5 months**
- f. In determining the appropriateness of the use in the Zoning District, the DRB shall consider the scale of the proposal in relation to the scale of existing uses and structures. **Applications note the redevelopment footprint is similar to the existing development**
- g. No fire, explosive, or safety hazard shall be permitted that, in the judgment of the DRB, after consideration of the advice of Richmond firefighting officials, significantly endangers other property owners or emergency personnel. **Vehicle service station will store gasoline in storage tanks noted on the site plan**
- h. The development shall not result in an Undue Adverse Effect on state- or community-owned and operated institutions and facilities. **No adverse impacts noted**
- i. Existing water supplies and the quality of ground and surface water resources shall not be adversely affected. **Applicants note that the existing private well**

**will be upgraded to provide capacity to serve the larger building and a private septic system will be designed to serve the development with no adverse effect on the local water resources**

- j. The proposed Land Development shall not have an undue adverse effect on an Historic Site or rare or irreplaceable natural areas. Proposed structures should take advantage of existing slopes and vegetation to provide screening for the project. **Non noted**
  - k. Any other standards, such as natural landscape and “character of the neighborhood” standards, as indicated for specific districts shall also be applied. The DRB may attach such reasonable conditions and safeguards as it may deem necessary to implement the purposes of these Zoning Regulations and 24 V.S.A. Chapter 117. **Use is allowed in the I/C zoning district and will not present adverse impacts to character of the neighborhood**
59. Signs for the I/C district are covered under section 5.7.2 and 5.7.4 of the Richmond Zoning Regulation
60. Section 5.7.2 states that all signs other than those specified above in Section 5.7.1 shall require a Zoning Permit from the Administrative Officer. Permitted signs shall conform to the requirements listed in this section:
- a. No sign shall prevent a clear and unobstructed view of official signs or vehicular traffic. **Both illuminated and non-illuminated sign proposals would not obstruct official signs or vehicle traffic**
  - b. Indirectly lighted signs may be lighted with constant lighting provided the lighting shall not be directed at neighboring properties or public ways and that the intensity shall not adversely affect the neighborhood or Roads and Highways, especially the drivers of vehicles. The light source shall not be visible from adjacent properties or roads, and the average level of illumination on the sign shall not exceed 3.0 foot-candles and the uniformity ratio shall not exceed 2:1. **Both proposed signs would have external illumination.**
  - c. No sign shall be illuminated during hours when the premises are not open for business. **Neither proposed sign would be lit when the business is not in operation.**
  - d. No signs shall contain string lighting, pennants, moving parts or similar attention gathering devices nor may they contain or support any device capable of emitting noise. No sign shall be illuminated by neon, flashing, moving, intermittent or any other internally generated light. Richmond Zoning Regulations 49 Effective May 23, 2022 **The illuminated sign design would not be in compliance with this section. Digital price sign would be illuminated by LED lighting and would clearly not comply with this section of the zoning regulations. Illuminated sign design should not be approved based on this section of the regulations. Non illuminated sign design would be in compliance with this section of the zoning regulations.**
  - e. No sign shall be erected, attached, or maintained upon any tree or drawn or painted on any rock or other natural feature or upon any utility pole or town sign post. **NA**
  - f. No sign shall be erected which is not on the lot where the activity served by the sign is located. If a lot does not have frontage on a public Road or Highway and is accessed by a private right of way, the interior lot owner may obtain a Zoning Permit for locating a sign in the private access right-of way to the interior lot,

provided that such private access right-of-way is broad enough to allow a sign.

**Sign would be on the lot where activity is occurring**

- g. The height of a free-standing sign shall not be more than ten (10) feet. **Signs would not be taller than 8 feet.**
- h. No sign which is attached to a building shall extend above its roof line. **No signage above roofline indicated**
- i. No sign may be so designed, erected, illuminated, operated or maintained and be in such a location that it conflicts with or detracts from the effectiveness of an official traffic light or sign or constitute a menace to traffic safety. No sign shall be placed that resembles any official marker erected by a government agency or display such words as “Stop” or “Danger”. No Zoning Permit shall be issued for a sign to be located within the right-of-way of a public or private Road or Highway. **Sings are not designed to mimic official signage and does not interfere with official traffic designations**
- j. All signs hereafter constructed, maintained, painted or otherwise established, moved, altered, changed or used in any Zoning District shall comply with the requirements of the Zoning District in which the sign is located, including the dimensional requirements for structures, except as otherwise specifically provided, and also shall comply with the following criteria:
  - i. i. The lot frontage or width of the structure used as the basis for determining permitted sign area for one building or use shall not be used again as the basis for determining the permitted sign area for another structure or use. **NA**
  - ii. ii. On corner structures, the longer front of the structure may be used to determine the maximum sign dimension. **NA**
  - iii. For purposes of signs, only one (1) side of the structure facing a Road or Highway shall be considered to be the front of the structure. **NA**
  - iv. For structures which house more than one (1) business, the front width of each business unit shall be used to determine the maximum sign area for the business. **NA**
  - v. Sign regulations shall not apply to official Federal, State, or Town signs, including traffic signs, which are erected and intended for public information, direction, safety or control purposes. **NA**
- k. No sign shall be erected upon or applied to any roof, except religious symbols unaccompanied by lettering, when applied to the cornice, tower or spire of a place of worship. **NA**

61. Section 5.7.4 deals with signs in the C, G, V/C, JC, VD and I/C Zoning Districts - In the Gateway, Village/Commercial, Commercial, Jolina Court, Village Downtown and Industrial/Commercial Zoning Districts, one sign (either free-standing, wall, or projecting) per lot shall be permitted upon issuance of a Zoning Permit by the Administrative Officer, provided such signs meet the following requirements:

- a. Free-Standing signs - The free-standing sign shall be located outside of any public or private Road or Highway right-of-way and shall not exceed 24 square feet on each of two faces. If the sign does not utilize one or more of the following geometric forms; circle, square, rectangle or ellipse, then the DRB shall review the request as a conditional use review. **Property is located in the I/C zoning district. Sign will be a free-standing monument sign. As noted above applicant submitted two designs one with an internally illuminated price sign one without. Both designs will have external illumination.**

**Internally illuminated sign design is out of compliance with the section 5.7.2 and should not be approved. Non illuminated sign meets the requirements for a freestanding sign. Sign face will not exceed the limit of 12 feet squared on each of the two faces. Applicants are only proposing one sign as is required**

62. Lot is located in the Special Flood Hazard Overlay District and is Subject to Section 6.8 of the Richmond Zoning Regulations
63. Section 6.8.7 notes that When a proposal for development within the Special Flood Hazard Area is reviewed, the Administrative Officer shall make a Substantial Improvement determination. Such determinations, shall be used to determine the appropriate development standards for additions, improvements, rehabilitation, repair and rebuilding of an existing structure. In making such a determination the Administrative Officer may require:
  - a. a) An estimate of the market value of structure from one of the following sources: 1. An independent appraisal by a professional appraiser 2. Property values used for tax assessment purposes with an adjustment recommended by the tax appraiser to reflect current market conditions; 3. The value of buildings taken from NFIP claims data;
  - b. b) A cost estimate provided by a qualified contractor, Professional Engineer or Licensed Architect. The cost estimate shall include a detailed accounting of the proposed improvements, additions, reconstruction or rehabilitation work, repairs or associated construction and development. A Substantial Improvement determination can be appealed by an applicant to the Development Review Board. The DRB shall hear the appeal in accordance with Section 5.2.3 and Section 8.5. current value is \$677,500**No current market value provided. No total cost of construction provided. Substantial improvements determination cannot be made without this information**
64. Section 6.8.9 deals Required Permits in Flood Hazard Overlay District **Proposed development would be allowed in the flood hazard overlay district with conditional use review and state wetland permits**
65. As is noted in section 6.8.12 subsection a substantial improvement to principal structures inside the flood hazard overlay district require Conditional Use Review
66. Substantial I improvement is defined as any reconstruction, rehabilitation, addition, or other improvement of a Structure, after the Effective Date of adoption, the cost of which, cumulatively exceeds 50 percent of the market value of the Structure before the Start of Construction of the improvement, or which results in an expansion of greater than 25% of the existing Gross Floor Area, whichever is less. This term includes Structures which have incurred Substantial Damage, regardless of the actual repair work performed. The term does not, however, include (a) any project for improvement of a Structure to correct existing Violations of state or local health, sanitary, or safety code specification which have been identified by the state or local code enforcement official and which are the minimum necessary to assure safe conditions or (b) any alteration of a Historic Structure, provided that the alteration will not preclude the Structure's continued designation as a Historic Structure.
67. Current property value is \$677,500 therefore project Is considered a substantial approval
68. Section 6.8.16 deals with Development standards for buildings in the flood hazard overly district. It notes that where more than one area is involved (i.e., the Floodway, FEMA Special Flood Hazard Area) the more restrictive standard shall apply.

- a. All Development shall be reasonably safe from Flooding. **Need a detailed plan to deal with flood mitigation to be presented to the DRB**
    - i. 1. Designed, operated, maintained, modified, and adequately anchored to prevent flotation, collapse, release, or lateral movement of the Structure during the occurrence of the Base Flood; **Need to see plans to floodproof tanks**
    - ii. 2. Constructed with materials resistant to Flood damage; **Need to see plans to use flood resistant materials**
    - iii. 3. Constructed by methods and practices that minimizes Flood damage; **Construction plans not noted in this application**
    - iv. 4. Constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of Flooding; **Not noted in application**
    - v. 5. Adequately drained to reduce exposure to Flood hazards;
    - vi. 6. Located so as to minimize conflict with changes in Channel location over time and the need to intervene with such changes; **Channel location should not be an issue.**
  - b. All fuel storage tanks are required to be securely anchored to prevent flotation or lateral movement (as needed to serve an existing building in the Special Flood Hazard Zone). Fill and vent pipes shall be elevated at least one foot above the base flood elevation; or storage tanks may be buried underground, if securely anchored as certified by a qualified professional. **Fuel storage tanks will be located underground. No plans submitted that outline how fuel storage tanks will be secured and floodproofed. In email conversation with floodplains manager applicants noted that fuel tanks will be floodproofed**
69. Section 6.8.16 subsection 2 notes that commercial buildings may be wet flood proofed and designed to automatically equalize hydrostatic Flood forces on exterior walls by allowing for the entry and exit of Floodwaters. Such designs must be certified by a registered professional engineer or architect, and meet or exceed the following minimum criteria:
- i. A minimum of two openings on two walls having a total net area of not less than one square inch for every square foot of enclosed area subject to Flooding shall be provided.
  - ii. The bottom of all openings shall be no higher than one foot above grade. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of Floodwaters. **No wet floodproofing plans submitted with application. Applicants note in email with floodplain manager that they will provide dry floodproofing plans for the property**
70. Section 6.8.16 subsection f notes that All existing non-residential Structures to be substantially improved or replaced, and all additions to nonresidential structures shall: 1. Be reasonably safe from flooding; 2. Have either:
- i. The Lowest Floor elevated to a minimum of one foot above the Base Flood Elevation; or
  - ii. Be dry flood proofed at least two feet above the Base Flood Elevation; or
  - iii. If solely used for parking of vehicles, storage, be wet flood proofed as per 6.8.16 d) 2. **Per emails with floodplains manager applicants noted that**

**they intend to dry floodproof the buildings to 2 feet above the BFE of 306 to 308.**

71. 6.8.16 subsection 3 states that applications have to 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. **Applicants note intent to dry flood proof the building. Plans have not been submitted yet showing how the building will be dry flood proofed**
72. Section 6.8.16 subsection l. notes Replacement water supply systems shall be designed to minimize or eliminate infiltration of Flood waters into the systems. **Design of waste water supply system not provided. Applicants noted engineer is working on developing these plans**
73. Section 6.8.16 subsection m notes that Replacement on-site waste disposal systems shall be located to avoid impairment to them or contamination from them during Flooding. **Waste water system is located offsite across I89. No notes on contamination mitigation in the event of flooding provided**
74. Section 6.8. 16 q. notes that parking areas and driveways built above grade shall be designed by a licensed engineer to minimize or eliminate the potential for Flooding and loss or damage associated with Flooding **Not enough information to answer this question.**
75. Per requirements in Section 6.8.17 subsection a. the Administrative Officer has determined that the project is subject to the jurisdiction of the Flood Hazard Overlay district
76. Per Section 6.8.17 subsection c. the Administrative officer determined that the use of a vehicle fueling station is a permitted use requiring Conditional Use Review
77. Per Section 6.8.17 section b lays out the Any application for Development within the Flood Hazard Overlay District requires:
  - a. Site plans drawn to scale as specified in Section 5.5.2.c), with accurate measurements of survey quality or prepared by a Vermont licensed surveyor or engineer showing; **Site plan prepared by a licensed architect**
    - i. All proposed Development and existing structures, including locations of any existing and proposed driveways, road and parking areas; **Existing structure noted and marked existing parking places noted existing driveway marked**
    - ii. All water bodies, Special Flood Hazard Areas, Floodways **Special Flood Hazard Area. Wetlands marked. No other water bodies noted**
    - iii. The Base Flood Elevations at the site; **Grading and drainage plans note the base flood elevation is 306**
    - iv. The shortest distance from the proposed Development to the top of bank of any stream; **No stream noted**
    - v. Any existing and proposed drainage **Existing and proposed drainage noted in the grading and drainage plan on the site plan**
    - vi. Any pre- and post-Development grades **Site plans notes current and proposed grades**
    - vii. Any proposed areas and extent of dredging or grading; **Grading noted on the grading and drainage plan on this site plan**
    - viii. The elevation of the proposed Lowest Floor, as referenced to the same vertical datum as the elevation on the current Flood Insurance Rate Maps if applicable; **lowest floor elevation is 305**



- ix. ix. Any storage locations showing materials proposed for outdoor storage, including types of materials; **No outside storage noted**
  - b. Plan for meeting applicable provisions of Section 6.8.16a) **Not noted in site plan or Narrative. Email communication between applicant and Flood Plains manager noted that the applicants were preparing plans to address section 6.8.16 section a. but no plans have been provided.**
  - c. c) FEMA Elevation Certificate for Existing Structures depicting their Lowest Floor Elevation in relation to mean sea level (a FEMA Elevation Certificate) if applicable **No Elevation certificate provided**
  - d. A Vermont Agency of Natural Resources Project Review Sheet for the proposal identify all state and federal agency permits from which permit approval is required (this is not required for non-substantial improvements or minor accessory structures) **Not provided necessary of substantial improvements**
  - e. e) Any proposed structural elevation or Flood Proofing measures as certified by a registered professional engineer or architect. **Applicants noted there are working with an architect to design dry floodproofing no plans provided as of yet**
  - f. No-Rise Certification for development within the floodway. **NA**
  - g. A profile showing the slope of the bottom on the Channel of the flowline of the stream and the extent to which the Channel is to be relocated shall also be provided for channel relocation projects **NA**
  - h. Information that demonstrates that the proposed Development meets the requirements for the underlying zoning district in effect, in addition to the requirements imposed within the Flood Hazard Overlay District. These requirements include but are not limited to permitted and conditional uses, Building setbacks, Lot coverage, Building Heights, etc. for the underlying zoning district. **Proposal use as a Vehicle Fueling station is an approved use for the I/C zoning district. Meets other requirements for the district**
  - i. When applicable, the Applicant shall provide an additional set of all application materials, to comply with Section 6.8.15.b).
  - j. Relevant information that the Administrative Officer deems necessary.
  - k. If the request is an appeal for a variance, then the appeal application must include responses to the criteria set forth in 24 VSA §4469 and CFR 60.6
78. Class II wetlands noted on site plan
79. Class II wetland buffer is 50 feet
80. Section 6.9.1 notes that any land development on a lot containing a known or suspected wetland identified by the Vermont Significant Wetlands Inventory, the Wetlands Advisory Layers, or the Wetlands Screening Tool shall require a zoning permit issued by the Administrative Officer.
81. Section 6.9.2 notes that no development in class II wetlands or wetland buffer unless approved by the Vermont Wetlands Program **No approval from the state noted development cannot be approved at this time without wetland permits**
82. Section 6.9.4 notes that the applications for development within Class I or II wetlands, and wetland buffers shall provide the following:
- a. A wetlands delineation and assessment of the wetland prepared by a professional wetlands ecologist in accordance with the Vermont Wetlands Rules put forth by the Agency of Natural Resources; **No assessment noted or provided**

- b. A site plan indicating the location of the proposed land development in relation to the wetland and the wetland buffer; **Site plan notes the location of building and wetland buffer.**
  - c. A permit approving such development issued by the state Wetlands Program; **No permit provided cannot be approved without this permit**
  - d. An erosion prevention and sediment control plan in accordance with the current Vermont Standards and Specifications for Erosion Prevention and Sediment Control. **Applicants did supply a storm water plan. No State Approval of Plan noted**
83. Section 6.9.5 notes that the Development Review Board may approve the reconstruction, replacement or relocation of a nonconforming structure and existing impervious surfaces that extend into, or further into, a wetland or wetland buffer provided that a permit approving such development is issued by the state Wetlands Program. **DRB can approve replacement or relocation. State Wetland permit issued**
84. Section 6.9.6 notes that the creation of new lawns or areas of pavement, including for parking, within wetlands or wetland buffers is prohibited unless approved by the state Wetlands Program. Supplemental planting within a wetland or wetland buffer with appropriate native vegetation to restore and enhance the function of the wetland is allowed. **Part of the parking is located inside of the wetland buffer. State Wetlands permit provided**
85. Section 6.9.7 notes that new on-site septic systems, including septic tanks and leach fields, are prohibited in wetlands and wetland buffers. Replacement systems may be allowed with the appropriate state and federal permits. **Wastewater treatment is located off site across I89. Replacement system location noted as well also across I89. Neither located in a wetland**
86. Section 6.9.8 notes that Storage of hazardous or other materials is prohibited in wetlands and wetland buffers. **Site plans indicate that there is a full storage tank located inside of the 50ft class II wetland buffer. Wetland permit issued**
87. Applicant submitted Storm Water Management Plan

## **Draft motions for DRB consideration**

### **Motion option 1**

- 1. Motion to approve the application with the following conditions**
  - a. Prior the issuance of any zoning permits the applicants provided the following information the Zoning Administrator**
    - i. Information that parking areas and driveways built above grade shall be designed by a licensed engineer to minimize or eliminate the potential for Flooding and loss or damage associated with Flooding**
    - ii. Information showing that waste water system will not cause contamination in the event of flooding**
    - iii. Dry flood proofing plan provided by a licensed engineer or architect**
    - iv. Documentation showing how fuel storage tanks will be floodproofed**
    - v. Documentation showing that electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of Flooding**
    - vi. Documentation showing flood resistant materials being used**
    - vii. Documentation on methods and practice used to minimize flood damage**
    - viii. Clarification on what type of plants will be used in landscaping and confirmation that they are native to the area**
    - ix. Elevation Certificates for the property**
    - x. Any additional information the Administrator deems necessary to satisfy requirements of section 6.8**
  - b. Approval of non-internally illuminated monument sign in compliance with section 5.7 of the zoning regulations**
  - c. Approve a waiver for bike rack requirement for project**
  - d. Any other conditions requested by the DRB**

### **Motion option 2**

- 1. Motion to continue the application to such a time as the Zoning Administrative officer has determined that sufficient information has been provided that the following conditions have been met**
  - a. Information that parking areas and driveways built above grade shall be designed by a licensed engineer to minimize or eliminate the potential for Flooding and loss or damage associated with Flooding**
  - b. Information showing that waste water system will not cause contamination in the event of flooding**
  - c. Dry flood proofing plan provided by a licensed engineer or architect**
  - d. Documentation showing how fuel storage tanks will be floodproofed**
  - e. Documentation showing that electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of Flooding**
  - f. Documentation showing flood resistant materials being used**

- g. Documentation on methods and practice used to minimize flood damage**
- h. Any additional information needed to meet the requirements of section 6.8**
- i. Clarification on what type of plants will be used in landscaping and confirmation that they are native to the area**
- j. Elevation certificates**
- k. Any other information requested by the DRB**