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**Town of Richmond  
Development Review Board  
Staff Notes  
9/13/2023**

**Re: PRESUB2023-12- The applicants, Eden Sand and Gravel, are seeking preliminary approval for a proposed 2 lot subdivision located at 854 Kenyon Road. The current parcel consists of 39.6 acres. Lot 2 would be 1.54 acres, Lot 1 would be 38.06 acres. Lot 2 if approved would be improved with a professional office space that was approved by the Development Review Board on 7/28/23**

**PARCEL HISTORY:**

1. Conditional Use application 14-027, Approved 5/22/14
2. Conditional Use Application CU2023-04, Approved 7/28/23

**LIST OF SUBMISSIONS:**

- A. Cover Letter
- B. Supplemental Information
- C. Master Plan
- D. Site Plan
- E. Preliminary Subdivision Application
- F. Abutters List
- G. Water Systems Plan
- H. Survey Plat

**PROCEDURAL INFORMATION:**

1. Application submitted on 8/18/23
2. Agenda placed in Seven Days 8/28/2023
3. Notice placed on Town website and at three locations in town on 8/28/2023
4. Abutters notified on 8/28/2023
5. Notice sent to Applicant 8/28/2023

**STAFF NOTES ( In Bold):**

1. The applicants, Eden Sand and Gravel, are seeking preliminary approval for a proposed 2 lot subdivision located at 854 Kenyon Road. The current parcel consists of 39.6 acres. Lot 2 would be 1.54 acres, Lot 1 would be 38.06 acres. Lot 2 if approved would be improved with a professional office space that was approved by the Development Review Board on 7/28/23
2. The Applicants narrative notes that they are proposing a 2 lot subdivision
3. Lots size is as follows:
  - a. Lot 1-38.06 Acres

- b. Lot 2-1.54 Acres
4. The projects will be subject to the dimensional standards noted in section 3.1.3 of the Richmond Zoning Regulations (**Lot 1 will be 1.54 acres and meets the requirements noted in Section 3.1.3 Subsection a-d** )
  5. The project will also be subject to Section 4 of the Richmond Zoning Regulations, specifically Sections 4.1, 4.2, 4.3, and 4.4 (**Lot one has frontage on a public road and has its own proposed curb cut, Lot 2 will be served by the existing curb cut for the original lot. The project has two curb cuts one for Lot 1 and the other for proposed Lot 2. As these curb cuts are not linked and there is only one curb cut per lot the Applicants are in compliance with Section 4.4**)
  6. Subdivision applications also have to comply with the Richmond Subdivision Regulations
  7. Section 400 of the Richmond Subdivision Regulations covers regulations for preliminary subdivisions
  8. The project will have to comply with all of the Preliminary Subdivision requirements in Section 310.1 and Section 310.2 of the Richmond Subdivision Regulations ( **The Applicants are in compliance with all the requirements in Section 310.1 and 310.2**).
  9. Section 600.1 of the Richmond Subdivision regulations notes that the subdivider shall construct all roads to meet the Town of Richmond Public Works Specifications standards and specifications for public infrastructure, including roads. Specifications for driveways must meet the requirements established in the zoning regulations (**The Applicants have not supplied documentation that the driveways shall be built to Richmond Public Works Specifications. The Applicant should submit this information when applying for final subdivision approval**)
  10. Section 600.4 of the Richmond Subdivision regulations notes that the access points to public or private rights-of-way shall be consolidated to minimize multiple curb cuts (**While the applicants plan set shows multiple curb cuts each lot only has one curb cut**)
  11. Section 600.9 of the Richmond Subdivision regulations notes that sight distances at all intersections should be consistent with anticipated traffic speeds, terrain, alignments and climatic extremes
  12. Section 600.10 of the Richmond Subdivision regulations notes that all roads shall be adequately shaped and drained, with adequate ditches or other storm water system (**The Applicants have provided water system details**)
  13. Section 600.11 of the Richmond Subdivision regulations notes road names shall be approved by the Selectboard prior to the submittal of the final subdivision plat application (**Road names not required as both lots are only served by driveways**)
  14. The project will have to comply with the lot layout standards noted in section 610.1 of the Richmond Subdivision regulations (Lot layout is in compliance with the standards noted in section 610.1)
  15. The project will have to comply with the standards for draining systems in Section 650.1 These facilities will also have to comply with the standards laid out in Section 650.2 (**The Applicants have provided water system details**)
  16. The subdivider shall demonstrate that existing drainage facilities below the grade of the subdivision will accommodate the anticipated additional run-off from the proposed subdivision. If the additional run-off will overload down gradient facilities so that there will be undue drainage onto other property, or an increase in expenditure of public funds, the DRB shall require the subdivider to design and implement facilities to correct such overloads within the subdivision or offsite with associated easements or agreements with one or more adjoining property owners

17. Section 650.4 of the Richmond Zoning Regulations notes that the drainage system and all easements shall be designed to accommodate water from a twenty-five (25) year storm
18. The project will have to comply with the erosion control standards noted in Section 650.5 and the fill standards noted in Section 650.6 ( **The Applicants have provided erosion control plans noted in submittal b)**
19. The project will have to comply with the water supply protection requirements noted in Section 660
20. Land development may be serviced by private or community potable water supply and/or wastewater systems which shall be designed, installed, and maintained in accordance with all applicable State of Vermont regulations and standards. The subdivider shall provide the Town of Richmond with a copy of any required state or federal permits, including a Wastewater System and Potable Water Supply Permit, before any zoning permit for land development will be granted
21. The project will have to comply with the utility standards noted in Section 670 of the Richmond Subdivision Regulations (**The Applicants plan set does not note if utilities will be underground. All utilities must be located underground)**
22. The project will have to comply with the phasing requirements noted in Section 680 of the Richmond Subdivision Regulations (**The Applicants have not submitted a phasing plan for the subdivision)**

RECOMMENDATIONS TO THE DRB:

1. Approve the preliminary application with the following conditions
  - a. Provide documentation that all utilities will be located below ground
  - b. Provide a phasing plan for the subdivision
  - c. Documentation from an engineer that all driveways and infrastructure will be built to the Richmond Public Works Specifications