

Richmond Development Review Board

Wednesday, September 10, 2025

Members Present: Matt Dyer, Padraic Monks, Matt Pairsi, and Robert DiPalma

Members Absent: David Sunshine

Staff: Dante DeNault (Zoning Administrative Officer), and Keith Osborne (Director of Planning and Zoning).

Others Present: GC Morris, Lisa Lavoie, John Paul Lavoie, Ed Neuert

Start Time: 7:04 p.m.

Dante DeNault 04:37

All right everyone, our chair has not shown up yet, but I'm seeing quorum. We have more than three people here. Does the Vice Chair? What it is? Honorable Vice Chair.

Matt Dyer 04:53

I'll start. I'll start things off and we are recording, right?

DeNault 04:58

I started it. We are recording, correct.

Dyer 05:01

So welcome to the September 10, 2025 meeting of the Development Review Board of the Town of Richmond. We have just one item on the agenda tonight. Oh, if everybody has not signed in, please sign in on the clipboard. So the one item we have is CUR 2025 – 03.

Being involved is Lavoie.

Seeking approval for second residential structure. It would be the PUD process. So would you guys, come on up and I'll swear you guys in, or whoever is going to speak or whatever. Do you swear to tell the truth, the whole truth, and nothing but the truth.

John-Paul Lavoie 05:52

I do.

Dyer 05:53

Alright. Why don't you tell us what's going on?

John-Paul 05:58

So, I guess the long and short of it is that we were here a couple months ago for initial PUD application process. And basically you requested three -- you approved it conditional on three things. We adjusted

the setback to seven and a half feet. We were asking for five feet and we update the plat to represent that. It was requested that we show that we have three parking spaces, 9 by 18, and show that on the plat. We've done that. And I think the third condition was having final plans for the structure. And so I believe you have those as well, and the materials for tonight. So we're here just looking hopefully for a nod and move on.

Dyer 06:46

Real quick. We got to do one thing here. Sorry about that. Anybody here have conflict of interest that they need to speak up about?

Robert DiPalma 06:58

I don't.

Matt Pairsi 06:58

I don't either.

Padraic Monks 06:58

No.

Dyer 06:59

I don't either, just a formality.

John-Paul 07:02

That's fine.

Dyer 07:03

Yeah, any other commentary or you feel like that's kind of what you're.

John-Paul 07:16

I don't think so.

Dyer 07:21

So, any questions from the board?

DiPalma 07:30

So John Paul looking at the plat, focused on the parking. Is it clear from this drawing, what the extent of the shared use is between your property and the adjoining neighbor?

John-Paul 07:53

Is it clear? Well, I guess if you zoom in, you can, yep, ... it's kind of outlined in that, I don't know, dashed boundary five feet in from the property line. That's kind of the current driveway if you will. You can see at the entrance to the driveway there's that green outline of landscaping right about up to that line. That's what we kind of use as the mark. You can see it kind of is in line with the old garage. So the parking that we've mapped there is a couple feet kind of in from that.

DiPalma 08:54

Okay, so the down by the new structure there is that legend, existing gravel parking,

John-Paul 09:01

Yeah.

DiPalma 09:03

Is that considered part of the shared use?

John-Paul 09:05

No.

DiPalma 09:07

Okay.

John-Paul 09:08

No, the parking is on our property.

Pairsi 09:10

You're going to have to cut back that cedar hedge.

John-Paul 09:13

Yeah, that's right, that's the plan. There is that the cedar hedge [which] is overgrown so in any case that will need to be cut back.

Pairsi 09:23

I'm sorry, you guys are going to have to remind me again. I'm just reading that the 15 foot restriction there -- was that restriction placed on your parcel or your neighbor?

John-Paul 09:32

Yes, that's from 100 years ago, and it's for a hog house. We can't have a hog house within that 15 foot, yeah,

[Multiple Speakers-Indiscernible] 09:42

the language is within this, literally a building, yeah, yeah, yeah, 1892 Yeah.

John-Paul 09:56

So you, I mean, I guess you know, for what it's worth. Regulations are for nine by 18 parking spots. We park three cars in what is shown there as the existing parking obviously, the parking spots are made to fit, I guess bigger vehicles than we have. That's fine, but.

Dyer 10:15

So you're showing the required size.

John-Paul 10:18

Yes, the in yellow is the required size, you can kind of see the outline, if you will, that gray line of the what the parking is now, yeah.

Dyer 10:53

Any other questions from the board?

DiPalma 10:54

So John-Paul from your last visit here, this new structure has been downsized somewhat from previously to accommodate the larger setback.

John-Paul 11:06

No, the only, the only change to the footprint, it is a little bit smaller in the sense that we were initially planning for a porch off the backside that is just gone now. Okay, the main footprint of the building is the same. It has been shifted two and a half feet to the southeast. And then we've also been trying, you know, we're staying outside of that sewer easement. So moving two and a half feet to the southeast allowed us to move a foot or two Southwest in addition. So that was kind of a shift, okay, from the from the location of the initial application.

Dyer 11:53

Anymore questions from the Board?

Any more comments you could think of?

John-Paul 12:06

I don't have any comments that I need to make. I guess if, if there are questions or concerns I'm happy to answer them.

Dyer 12:14

Ok so I'll open it up to the public. Any comments from the public?

G.C. Morris 12:22

I have some questions.

Where are the utilities, water, communications?

I didn't see it on this map.

John-Paul 12:40

No, it doesn't. I mean that just hasn't been planned yet. But talking to Steve at water, I think most likely that there'll be a new kind of connection along the sidewalk there, and it'll run along the side of the driveway for water.

Pairsi 13:01

This is part of a PUD application? Those all have to be on there.

Lisa Lavoie 13:06

It's Keith. Keith said it didn't have to be on there. So it's part of, it's not really a PUD, is it? It's already, you're just following the PUD process?

Pairsi 13:17

Unfortunately, it's the only way to if you're not creating an ADU. You're creating a separate building because you already have an ADU in your main house. So I'm positive that stuff has to be on there.

John-Paul 13:28

That's, that's the first mention I've heard of that.

Keith Osborne 13:33

I'm just going to steal this for a second.

DeNault 13:25

Sure.

Osborne 13:45

This is recording,

so then,

I'm gonna, I'm gonna back you out of this.

...

[video recording stopped for Zoom restart]

...

Dyer 00:11

Okay, back online.

Okay, for those watching on video, you did not miss anything.

We were all on pause while we got the video back.

Pairsi 00:21

So, so Robert just looked up the regulations. And since you are doing a PUD that is going to be required, yeah, regardless of what he said. I mean, I can tell you right now that,

Lisa 00:37

I mean, it's officially a PUD, like, because there was some language before that was, like, we had to do the organization.

Pairsi 00:45

But the real problem is, is that the town hasn't done a thing where, like, a minor versus major subdivision, like a separation yet. So even though it's a minor PUD, not even really one, right? In essence, you still have to do all that, and you have to create, like the deeds and the easements and all that kind of different stuff too. So, sorry, I wish I could have told you guys as soon as .. the first time I saw the materials was today.

Lisa 01:19

Well, yeah. Well, you know, we saw them two months ago.

Pairsi 01:27

Well, that's a, that's a, that was a pre application meeting essentially. Whatever engineer you use should be able, should know all that. He should be able to look through the documents and see what's like, required or not. Did you guys use an engineer, or did you use a, just like a, like a...

John-Paul 01:53

At the moment, we've been working with an architect. You know, sure they have an engineer they work with,

Pairsi 01:59

Right, yeah. So an engineer would know all this. They would also do all the wastewater permitting. You have to get a wastewater permit too.

John-Paul 02:06

Yeah, but that doesn't need to be done for approval here, right?

Pairsi 02:10

No.

John-Paul 02:11

Yeah. So my understanding was that that needed to be done, but not for approval here, we're trying to, like, go one step at a time here. I understand the conversation is about needing to have the waterline utilities kind of finalized.

Oborne 02:32

Yeah, we have that in our Staff Notes as a condition of approval.

Pairsi 02:35

So you want us to approve it with that in mind that before they get a permit.

Oborne 02:41

Yeah and yes, basically that or table and come back in another day and we'll get that all squared away.

Pairsi 02:50

But yeah, I guess we'll have to talk about that in Executive Session. Are there any more questions from the...

Dyer 03:01

So that was, yeah, that was sort of the long, the long answer to your question, yeah, I hope, yeah.

Morris 03:08

Without knowing that, of course, we can't consider all the ramifications.

John-Paul 03:13

Is there something you're concerned about?

Morris 03:16

No, it's right, right along the driveway. It's, so what, what it is may affect my situation. I use trailers, very tall ones. I have antique cars and trailers that they call triple tall. You guys, I'm worried about overhead. I'm worried about underground. If it's in the...

Pairsi 03:44

It has to be underground. All new construction has to be underground.

So we'll be underground.

Morris 03:54

So all, all three--communications as well?

Pairsi 03:57

Correct. Yeah, everything's underground. Um,

John-Paul 04:02

What's the concern with it underground?

Morris 04:09

It may be in the driveway swath.

John-Paul 04:11

I understand, but I guess I'm just trying to clarify what it's.

Morris 04:17

I don't want to speak prematurely.

Lisa 04:20

No, please do.

Morris 04:26

But obviously where it is might have some ramifications.

Lisa 04:32

Is there a problem driving over underground?

Pairsi 04:36

No, no, it's done all the time. I don't know your specific easements or anything like that. Again, that's something that engineers and the attorneys figure out.

Morris 04:48

Yeah, we don't.

Pairsi 04:49

The other thing you have to talk about to establish

Lisa 04:51

Was that a suggestion or a requirement?

Dyer 04:56

Let him get his questions out if he could.

Morris 05:03

Yeah so that might be something to include.

Dyer 05:17

Any other questions?

Morris 05:19

Um, I, I had some questions about the building envelope and how snowfall is going to affect on the shed side of the roof, which is my driving side. I only saw these plans a couple minutes ago too frankly, if part of this was answered by Keith, it turns out that the building envelope does not include the overhangs of the roof, so the drip edge and snowfall is actually further out than is shown with the building and a half hour ago I looked at the building itself. It looks like there's actually a doorway and perhaps a flat area for, I don't know what, maybe a walkway to get to the door.

If you could pull up the building, we can, we can see what the general contour is and what the shed roof looks like with a conventional roof with the drip head.

DeNault 06:32

Sorry, that got taken down. I'll pull that back up and second.

Morris 06:43

And of course, all this will be less of a concern if just the standard setback of 10 feet was applied.

DeNault 06:59

Is anywhere you would like me zoom in on?

Morris 07:00

It's the next, it's the building itself. Oh, I saw, I think it's called elevations.

DeNault 07:10

Oh, I see what you're saying -- plans and elevations. Yeah, I got you. Excuse me.

Morris 07:18

So it looks like the main entrance for the side door going into the mud room.

That's a good that's a good one, right there. So that side door is coming off the driveway, which is not a problem, but it's it would seem that if parking is on our side that you need a flat area to get to the door and right now the driveway drops down quite a bit, maybe not as drastically as that shows.

Pairsi 07:55

Oh, they're not the scale though.

So part of this, what were looking at too right now, which I first didn't understand myself when I was looking at it is that the drawings are not to scale, so it looks only like three or four feet there, give or take, but it's actually seven and a half-feet.

Dyer 08:23

Yeah, they're to scale. They're just not.

Pairsi 08:28

No, it says perspective view, not the scale.

Dyer 08:31

It means you can't use a scale to measure it. But that's not the scale like that is the width shown there is the accurate width.

Lisa 08:43

So that is seven and a half feet. You're saying.

Dyer 08:47

Yeah. I'm assuming.

Lisa 08:48

I mean that would be the width.

Dyer 08:49

There's no reason it would be if that's what the drawing is. The not to scale thing just means you can't take an architectural scale and use it to measure something on the drawings. It doesn't mean that the drawing itself.

John-Paul 09:05

The proportions are right, but it's not the scale

Dyer 09:06

Correct. Portions are correct. Scale not scalable.

Morris 09:11

So the that line is the property line that we've seen that is a sharp parallel line to the

John-Paul 09:21

I don't know for sure, but I would guess so.

Morris 09:23

So the driveway is actually in that flat area in front of the door, because the seven and a half feet that we're talking about is the border between the properties, which is roughly in the middle of the driveway, not, not quite, I think it's biased towards the avoidance.

Dyer 09:47

Doesn't the driveway end kind of at the building?

Morris 09:52

No.

John-Paul 09:52

The official driveway does. Yes. Depends on, depends who you ask.

Morris 09:57

The historic driveway was there, and we built the barn and used it, and I use it, it goes, it drops grade to approximately eight feet below the upper the house to get into my barn.

They town healed over a few times when they did work on the water system, they, they thought they were doing a nice thing and put grass seed on top of it, but I think the driveway we are using.

And it looks like the tenant will need to access some of that just to walk out of the building, which is fine, of course, but what I'm saying is the driveway is in that space outside the door that looks flat from this perspective.

Dyer 11:25

Well, are you guys planning to do anything with that portion of the driveway that is within your property line in order to accommodate being able to walk in that door?

John-Paul 11:36

No, I mean, as GC [Morris] suggests. I mean, there'll be a path against the side of the building there to get to that door. But we're not, we don't have any plans for anything beyond that.

Lisa 11:50

No build.

Morris 11:53

So the path will be essentially under the trip line.

Lisa 11:58

Well, the driveway is one foot. So it's very short.

Morris 12:03

Excuse me?

Lisa 12:04

The drip line. I don't think the drip line is enough space for a path like the it doesn't the roof doesn't hang down very far below the wall.

Dyer 12:12

No, it's only off the wall.

Morris 12:15

Yeah. So if I hadn't done...

Pairsi 12:18

So, I remember the last time we were talking about this, the reason for not being able to go to 10 feet was the sewer line. Was that correct? Was that your...

John-Paul 12:31

Yeah, there's, there's multiple things. There's a sewer line that runs by this view, off the left side of the building, on the back of the house. And so obviously, it's more expensive to interrupt that and have to redo.

Pairsi 12:53

I don't think you'd have to interrupt that for two and a half feet there, what's the scale on this? I mean ... do you guys know the scale without me trying to look for it on the site plan here?

John-Paul 13:17

No sorry, I dont.

Monks 13:22

One inch, one inch equals 30 feet.

Pairsi 13:24

Yeah, so you've got at least a quarter inch between, at least probably more, like three sixteenths. So you've got over, you know, probably, probably close to six feet, if not more. If I had a ruler I could tell you.

John-Paul 13:40

From the move, from the moved spot?

Pairsi 13:43

From the current spot, you are out of at least six feet. If you were to move it two and a half feet, you'd be at, you know, three and a half.

John-Paul 13:52

Yeah, I guess my concern is, you know, in talking to Steve, like the sewer line in the back, I've asked several times like, you know, what's the deal with this 10 foot, you know, distance. And he was very clear that there's no wiggle room there that like to get machinery in there. They need that 10 feet. So I'm a little concerned that that, you know, like that, I would want my building, you know, two or three feet from my line if I have to get machinery in there. I guess that's my...

Pairsi 14:23

Yeah. I know I understand the, the risk there, you know, builder, but I mean, irregardless, it does seem like you have space, though, in any case,

Oborne 14:45

Keep in mind and just ratifications that at preliminary they have approved a 7.5 as part of the conditions

Pairsi 14:52

Right, and I remember, I was there,

Oborne 14:56

Yeah.

Dyer 15:03

Any other questions?

Any other questions from the board?

Pairsi 15:13

Nope.

Dyer 15:16

What do you guys want to do?

Monks 15:21

Make a motion that we move to deliberative session.

Pairsi 15:23

Second.

DiPalma 15:25

Second, that.

Dyer 15:26

All in favor?

Pairsi 15:27

Aye.

DiPalma 15:27

Aye.

Dyer 15:29

Alright, we'll make a decision as quickly as we can. We technically have 45 days. We'll do our best to meet, one of these guys will alert, give you a little alert.

John-Paul 15:47

Very good. Thank you.

DeNault 16:01

We're just gonna pull out here. Yep. To stop the recording.

...

[video recording stopped for executive session]

...

DiPalma 00:04

Alright, so do we need a motion to come out ...

Oborne 00:05

You need a motion to come out.

DiPalma 00:06

I'll make a motion to come out of deliberative.

Dyer 00:12

Seconded.

DiPalma 00:14

All in favor?

Dyer 00:15

Aye.

Monks 00:15

Aye.

Pairsi 00:15

Aye. Alright.

DiPalma 00:17

Okay, so I guess I'll make a motion that we continue the hearing based on some legitimate comments from a witness during the hearing. The board feels it necessary to ask the applicant to provide complete compliance with the requirements of [Richmond Zoning Regulations] Section 5.12.4(c)(iv), in particular, showing all utility lines, lighting, water supply sources and any sewage disposal areas that are impacted by this project.

Pairsi 01:05

I'd second that.

Dyer 01:07

Okay, all in favor?

Pairsi 01:09

Aye.

Monks 01:09

Aye.

Pairsi 01:09

Aye.

DiPalma 01:09

Aye.

You okay with that?

[heads nod]

Dyer 01:18

Is there any other business?

Oborne 01:26

No, I, at a meeting in the near future we are in the middle of the town plan rewrite. We're going to want to get some of the input from you folks. At some point, we need to do the outreach specifically on a lot of items associated with what people are calling "streamlining" the zoning regulations. I haven't gotten specificity on exactly what streamlining they're looking for, and when I do get that, I will present that to you folks.

DiPalma 01:56

At least not what we're doing to these poor folks.

Oborne 02:00

So, so that that's just one thing, I just want to plant the seed that will, you'll be getting emails from us as the town plan progresses. We want your input. And also, we would love your input as just you know general citizens too not as DRB members.

Monks 02:19

Alright, thank you.

DeNault 02:22

So this is the formal close.

Dyer 02:23

So yeah, move to end the meeting.

Monks 02:25

So moved.

DiPalma 02:27

Second.

Dyer 02:28

All in favor?

Pairsi 02:29

Aye.

Dyer 02:30

Aye.

Monks 02:30

Aye.

DiPalma 02:30

Aye.

DeNault 02:31

Alright, I'll stop the recording.

[End of Recording ~ 8:15 p.m.]