

**Town of Hinesburg
Development Review Board**

July 19, 2016

Approved August 16, 2016

Members Present: John Lyman, Ted Bloomhardt, Dennis Place, Dick Jordan, Sarah Murphy arrived at 7:44 pm

Members Absent: Greg Waples, Rolf Kielman

Representing Applications: John Eastman, Julie Eastman, Robert Frost, Anne Frost, Kiesha Richardson.

Public Present: None.

Also Present: Dawn Morgan (Recording Secretary) and Annie Geratowski (DRB Coordinator).

Dennis P. chaired the meeting, which was called to order at 7:33 pm.

Agenda Changes: None.

Public Comments for Non-agenda Items: None.

Minutes of 07/05/16: John L. made a **motion to approve the 07/05/16 minutes as written.** Dick J. **seconded the motion.** The Board voted **4-0.**

John & Julie Eastman: Sketch Plan Review for a 2-lot subdivision. The applicants are proposing to subdivide their 11.2-acre property located at 324 Sherman Hollow Road in the Rural Residential 2 Zoning District. Lot 1 would be 4.3 acres and include the existing house. Lot 2 would be 6.9 acres and include a proposed house site. Hearing continued from 01/19/16.

Dennis P. asked if the revised plan involved moving the proposed house site. The Applicants confirmed that they are relocating the proposed site approximately 80-90 feet closer to the road, further away from wetland areas and about 20 feet higher in elevation.

Dennis P. addressed the Staff Comment from the 01/19/16 Staff Report regarding the driveway. Annie G. explained that although there are some steeper slopes that may present accessibility issues for emergency and service vehicles, there is not much of a flatter alternative. She further clarified that the slopes are not greater than a 25% grade, and the revised location the driveway is significantly shorter than the original plan.

Dennis P. inquired about the need for a wetland delineation. Ted B. clarified that recommendation was included in the Staff Comments from the 01/19/16 meeting, Annie G. confirmed, and Dennis P. indicated that the recommendation no longer applies due to the revised site location.

Ted B. noted the Staff recommendation for a building envelope for both lots. Annie G. clarified for the Applicant that they will want to include envelopes around the proposed and/or existing sites that are large enough to include any potential accessory structures. Dick J. added that the intention is to help guide future owners on where they might be able to place new structures going forward.

Dick J. inquired as to the intended location of a wastewater system. The Applicant responded that they have not had an engineer on site yet, but they are assuming it will be to the south/southwest of the proposed site. Dick J. inquired further as to whether the existing well would serve both sites and the Applicant replied that there would be a new well created for the proposed site.

There were no public comments. Ted B. made a **motion to close the public hearing and direct Staff to draft conditions of approval**. Dennis P. **seconded the motion**. The Board **voted 4-0**.

Hinesburg Center Phase II: Annie G. said that the state floodplain procedures were updated after the Applicant's original 2013 approval from the Town, and as a result there may be some redesign required in the project to comply with Act 250.

Annie G. further indicated that the Applicant has agreed to talk with the State and return with the conditional use application at the 11/01/16 meeting, at such time there will also be a review of their preliminary plat, currently scheduled for the 11/01/16 meeting. Additionally, she said that since this item had already been warned for this meeting there was a need for a motion for continuance.

Ted B. made a **motion to continue until the 11/01/16 meeting**. Dick J. **seconded the motion**. The Board **voted 4-0**.

Frost: Site Plan Review for Vermont Well & Pump, a business to be located at 14337 VT Rte 116 in the Industrial 1 Zoning District. The applicant proposes to change an existing building from residential to commercial use, create a parking area for company vehicles, employees, and customers, make changes to existing landscaping, and drill a well.

The Applicant explained that their goal is to first occupy the property and then plan over time for the business infrastructure. They expressed concern that the recommended parking lot screening could provide cover for potential thieves. There was some additional discussion as to the appropriate type, size, location and quantity of recommended screening. The Applicant further inquired as to the feasibility of a fence with screening instead, and Dick J. indicated that it could be a possibility if the Applicant returned to the Board later with a site plan revision for the fence.

Dick J. inquired as to how close the planned impervious surface area was to the 10,000 square foot stormwater control limit. Annie G. confirmed that the proposal is close to the stormwater limit, and Dick J. then clarified with Annie G. that with regard to lot coverage limitations the impervious area is well within guidelines.

Dennis P. asked if the Applicant is working with the State regarding the driveway, and the Applicant confirmed noting that the State requires an approved site plan before they can issue a permit for the driveway. Additionally, the Applicant said that the State is also requiring a 24-foot paved access. Annie G. noted that this was not shown on the proposed site plan, and the Applicant explained that the State notified them of this requirement after they had submitted the site plan.

There was discussion between the Applicant and Annie G. regarding a secondary access road that is in use by the Applicant as temporary access to neighboring storage. The Applicant agreed to block the access in question, cease use, and return with a revised plan once the State has provided guidance on the widening of the existing driveway.

There was additional discussion regarding whether or not the driveway expansion would create issue with the impervious surface guidelines. Annie G. confirmed that for the purposes of this application it should not be an issue but further expansion may require a storm water control plan.

Dennis P. addressed the question of handicapped accessibility, as noted in the Staff Report. The Applicant said that there is already a ramp providing access to the office with an adjacent accessible parking area.

Dennis P. inquired about exterior lighting, which Annie G. confirmed will require a change in fixture to minimize glare. The Applicant expressed concern at shielding the light, as it is intended as a security fixture. Ted B. explained that the Applicant can shield the existing light in the short term and return with a plan for multiple shielded lights if the Applicant would like additional security lighting throughout the property.

Dick J. inquired as to what appeared to be, according to the map, an additional lane on Rte 116. The Applicant explained that it is used by trucks and buses and is maintained by the State.

Other Business: News/Announcements:

- Annie G. will be resigning from her position as DRB Coordinator and this is her last meeting.
- There will likely be no meeting on 08/02/16 as there are no pending applications.
- The budget was approved for tablets for the Board, and there was some discussion as to device preference and who would like one. Annie G. will research devices for appropriate screen size and memory.

Ted B. made a **motion to go into deliberative session**. Dick J. **seconded the motion**. The Board **voted 5-0**. The meeting adjourned at 8:17 pm.

Respectfully submitted,
Dawn Morgan, Recording Secretary