

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE DEVELOPMENT REVIEW BOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE
DEVELOPMENT REVIEW BOARD
MINUTES OF MEETING
September 21, 2022**

MEMBERS PRESENT: Mark Sammut (Chair); Anne Bentley, John Day, Mike Major, Allyson Myers, Bob Glover, David Hillman, Zeke Plante.
STAFF PRESENT: Adele Gravitz, Planning Director.
OTHERS PRESENT: Tracey Beaudin, Marla Keene, Stephen Baietti, Karl Marchessault, Mike Roberts, Joe Roberts, Rowland Davis, Brian Precourt, Joyce George, Betsy & Don Dempsey, Suzanne Fay, Bill Deming, Media Factory.

AGENDA:

1. Call to Order and Agenda
2. Approval of Minutes (9/7/22)
3. Public Comment
4. Disclosures/Potential Conflicts of Interest
5. Applications
 - Site Plan\Conditional Use, Storage Unit Buildings & Equipment Warehouse, 2022 Shelburne Road, Michael & Lynn Roberts (SP20-05R1\CU20-06R1)
 - One Year Filing Extension, Multi-Family Building with Six Units, Edward Street & Bay Road, Precourt Investment Co., LLC (FBZ22-01)
6. Other Business
7. Adjournment

1. CALL TO ORDER and AGENDA

Chair, Mark Sammut, called the meeting to order at 7 PM.

2. MINUTES

September 7, 2022

MOTION by John Day, SECOND by Mike Major, to approve the minutes of 9/7/22 as presented. VOTING: 6 ayes, 2 abstentions (David Hillman, Zeke Plante); motion carried.

3. PUBLIC COMMENTS

None.

4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

Those participating in the meeting were asked if anyone had any concerns about the participation of any DRB member in any matter on the agenda. No concerns were raised.

5. APPLICATIONS

The function of the Development Review Board as a quasi-judicial board and the hearing procedure were explained. Individuals to give testimony before the DRB were sworn in.

SP20-05R1\CU20-06R1: Site Plan\Conditional Use for the addition of 12 storage unit buildings and a 40'x 60' equipment warehouse at 2022 Shelburne Road in the Mixed Use District, Stormwater Overlay District, and Watercourse Overlay District by Michael and Lynn Roberts

Karl Marchessault with O'Leary Burke Civil Associates and Mike and Joe Roberts appeared on behalf of the application.

STAFF REPORT

The DRB received a written staff report on the application, dated 9/21/22. Adele Gravitz explained the application is a request for review and approval to amend the previously approved Conditional Use and Site Plan Approval SP #20-05 and CU #20-061 for a vehicle storage lot. The applicant is proposing to change the previously approved condition use of vehicle storage lot to the conditional use of storage units and a warehouse. The only other change from the previous approval is the addition of lighting (LED security lighting). As of result of the proposed change in use, the overall proposed impervious surface is approximately .37 acres less than in the originally approved. Applicant opted to keep the storm system the same.

APPLICANT COMMENTS

Karl Marchessault reviewed the stormwater management and screening on the site. There will be 3.5 acres of impervious surface and a total area of disturbance of 5 acres. A construction stormwater permit from the state will be required. The area around the storage units and the equipment warehouse will be gravel.

PUBLIC COMMENT

Marla Keene, resident, asked about the height of the buildings, whether the screening is adequate for the height, whether a warehouse use is appropriate as a conditional use, and removing the area of circulation on the eastern side of the site if it is not needed. Karl Marchessault explained access on all sides is needed because there is diversity of size of storage units. The height of the storage units is 12'. The height of the equipment shed (40'x 60') for mowers, plow equipment, and storage is 22'. The trees will screen the buildings.

Rowland Davis with SAFE suggested trees be planted along the roadside to help screen the shed. The proposed berm and plantings are good. The applicant agreed to plant a diversity of evergreen trees, picking species with the greatest potential for survival. Also, the existing sign (Shelburne Self Storage) will remain.

DELIBERATION/DECISION

Site Plan\Conditional Use, Storage Unit Buildings & Equipment Warehouse, 2022 Shelburne Road, Roberts (SP20-05R1\CU20-06R1)

MOTION by John Day, SECOND by Mike Major, to finalize the record, close the hearing, and direct staff to prepare a decision to approve the Site Plan and Conditional Use applications, SP20-05R1 & CU20-06R1, for the addition of 12

storage unit buildings and a 40'x 60' equipment warehouse at 2022 Shelburne Road by Michael and Lynn Roberts with the following conditions:

1. The project shall be constructed in accordance with approved plans.
2. The applicant shall create a landscaping escrow account prior to the issuance of a building permit.
3. The applicant shall submit a list of plant materials to be installed with the planting plan including a diversity of evergreen trees.
4. The applicant shall regularly maintain the stormwater conveyance and treatment system.

VOTING: unanimous (8-0); motion carried.

FBZ22-01: One Year Filing Extension, Multi-Family Building with Six Units, Edward Street & Bay Road, Precourt Investment Co., LLC

Brian Precourt appeared on behalf of the request for a one-year filing extension.

MOTION by Mike Major, SECOND by John Day, to grant a one-year filing extension to Precourt Investment, Co., LLC for FBZ22-01, development application for a multi-family building with six units at Edward Street and Bay Road.

DISCUSSION:

- It was clarified only the request for extension is being acted on by the DRB at this time, not the development application.

VOTING: unanimous (8-0); motion carried.

6. OTHER BUSINESS/CORRESPONDENCE

Meeting Schedule

Next meeting is 10/19/22.

7. ADJOURNMENT

MOTION by John Day, SECOND by Mike Major, to adjourn the meeting.

VOTING: unanimous (8-0); motion carried.

The meeting was adjourned at 8:05 PM.

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