

# BARRE TOWN DEVELOPMENT REVIEW BOARD

## MINUTES FOR March 14, 2018

The Barre Town Development Review Board held a public meeting & hearings on Wednesday, March 14, 2018 at 7:00 p.m. at the Municipal Offices, Websterville, Vermont

### Members Present:

Cedric Sanborn      Angela Valentinetti  
Charles Thygesen, SR  
Chris Neddo  
Jon Valsangiacomo      Mark Reaves

### Members Absent:

Mark Nicholson

### Others Present:

Brian Lane-Varwas  
Tracey Sweeney  
Ralf Schaarschmidt

### Staff Present:

Chris Violette

- A. 5:30 P.M. – SITE VISIT – NONE
- B. 6:30 – 7:00 P.M. – PLANS AVAILABLE FOR REVIEW
- C. 7:00 P.M. – CALL TO ORDER
- D. CHANGES TO THE AGENDA
- E. APPROVE MINUTES

*Motion by Reaves, seconded by Valsangiacomo the board voted unanimously to approve the January 10, 2018 minutes at 7:05pm.*

F. NON-AGENDA ITEMS (max 10 minutes)

G. SUBDIVISION REVIEW

PRELIMINARY REVIEW:

WARNED PUBLIC HEARINGS

## **BARRE TOWN (FINAL)**

**Request by the Barre Town School District for final review (reapproval, originally approved May 24, 2017, for the purpose of filing final plat) of a two-lot subdivision of land located at 70 Websterville Road; Parcel ID: 006/036.00; Zoned: high density residential; P-18000001**

Consultant: American Consulting

Date: March 09, 2018

### **STAFF REPORT/REVIEW COMMENTS FROM CHRIS VIOLETTE, PLANNING OFFICER**

This is a warned public hearing for the purpose of final approval (reapproval) of a previously approved 2-lot subdivision. Originally approved on May 24, 2017 (P-17000004; plan 2252) the plat which is required to be filed within 180-days (or it expires) was not recorded. This reapproval restarts the clock.

The plat did not get filed within the 180-day period due to state permitting mostly. It appears that all permits and a good understanding of all the necessary easements are in place to move forward with the transfer of ownership.

No new development is occurring with this subdivision. The Barre Town School District is simply going to convey 66 acres of land to the Town of Barre. The school will retain 20 acres for their existing buildings and parking. The 66 acres is partially development with the Town's recreation facility that even though they don't own the land, they have operated and maintained for many years. This subdivision and subsequent conveyance will put the 66 acres under Barre Town Municipal ownership instead of the Barre Town School District.

### **SUMMARY OF RECOMMENDATIONS & CONDITIONS:**

I recommend approval of this 2-lot subdivision request with the same condition attached to the original approval:

- 1) All easements and/or right-of-way's that are necessary to preserve access and utilities shall be created as the need arises to fulfill the requirements of this approval.
- 2) One (1) (18" x 24") recording plat shall be submitted to the Planning office for filing in the Town of Barre land records in accordance with Barre Town subdivision regulation and state statute within 180-days of approval.

- 3) Three (3) sets (24" x 36") paper copies of the final approved plan shall be submitted to the Planning Office within 180-days of approval unless a request to extend is made and approved by staff.
- 4) An electronic copy of the final approved plan provided to the Planning and Zoning Office within 30-days of final approval.
- 5) No changes to the approved plan can be made unless first reviewed by either the Town Planning Officer, or the Town Engineer for a determination of significance. If it is determined that a proposed change is significant, the plan will be required to go back before the Development Review Board for approval of the proposed change.
- 6) Failure to comply with any conditions as stated herein, could lead to nullification of this subdivision.

**ADDITIONAL COMMENTS:**

No comments from the board.

**MOTION & RECOMMENDATION:**

*A motion by Reaves, seconded by Valsangiacomo, the Development Review Board voted to unanimously approve the request by Barre Town School District for final review (reapproval) of a two-lot subdivision of land located at 70 Websterville Rd with conditions 1-6 listed above; Parcel ID: 006/036.00; Zoned: high density residential; P-18000001.*

## **VERMONT CREAMERY(FINAL)**

**Request by Vermont Creamery, LLC for final review of a boundary line adjustment (merger of two lots) of land located at 20 and 40 Pitman Road; Parcel ID; 006/033.00, 006/033.03; Zoned: Industrial; P-18000002 and P-18000003**

Consultant: Holden Engineering and Surveying, Inc.

Date: March 9, 2018

**STAFF REPORT/REVIEW COMMENTS FROM CHRIS VIOLETTE,  
PLANNING OFFICER**

This is a warned public hearing for the purpose of removing a boundary line and merging two parcels together into one undivided parcel of land. The merger of two parcels is allowed within the Barre Town Subdivision Ordinance, Article 3, section 306. The subject parcels are located within the Wilson Industrial Park at 20 & 40 Pitman Road, parcel id's 006/033.00 and 006/033.03. The zoning of both parcels is industrial, and both conform to

the current Zoning Bylaw.

The applicants own both parcels and would like to eliminate the common boundary between the two. Removing the line will allow for future development without concern for setback other than the perimeter boundary lines and right-of-way setback. Both lots have several hundred feet of road frontage along Pitman Road. The two lots current configuration is a result of a 1988 subdivision, plan 13-1583.

The subject parcels are currently 2.8 (20 Pitman) and 4.7 (40 Pitman) acres respectively. The combined lot will be 7.6 acres in size with approximately 1,000 feet of road frontage. Because a line is being removed, there are no existing structures potentially affected by this change. Both lots and the existing buildings are served by municipal water and sewer. While both lots are heavily developed no changes to any development is being proposed at this time with this plan.

The applicant has submitted a subdivision plan that nicely shows the proposed merger. The two parcels are under the same ownership but are in different chains of title. A deed will have to be executed formally merging the two parcels into one.

#### **SUMMARY OF RECOMMENDATIONS & CONDITIONS:**

This is a simple request and the applicants consultants have done a very good job with the plans. With consideration to the conditions below, I recommend final approval of this merger of lands.

- 1) To complete this boundary adjustment (merger), a deed combining the two parcels into one parcel of 7.6 acres shall be recorded in the Barre Town land records within 90 days. Said deed must clearly state that this land is merged, combined as one lot.
- 2) One (1) (18" x 24") recording plat shall be submitted to the Planning office for filing in the Town of Barre land records in accordance with Barre Town subdivision regulation and state statute within 180-days of approval.
- 3) Three (3) sets (24" x 36") paper copies of the final approved plan shall be submitted to the Planning Office within 30-days of approval unless a request to extend is made and approved by staff.
- 4) An electronic copy of the final approved plan provided to the Planning and Zoning Office within 30-days of final approval.
- 5) No changes to the approved plan can be made unless first reviewed by either the Town Planning Officer, or the Town Engineer for a determination of significance. If it is determined that a proposed change is significant, the plan will be required to go back before the Development Review Board for approval of the proposed change.

- 6) Failure to comply with any conditions as stated herein, could lead to nullification of this subdivision.

**ADDITIONAL COMMENTS:**

Tracey Sweeney, from Holding Engineering and Surveying Inc, wanted to let the board know he was there representing Vermont Creamery, LLC and would be happy to answer any questions the board has.

Valentinetti confirmed the line that was going to be removed. Sweeney confirmed it would be the line in the middle of the two parcels that would be removed.

No other comments from the board.

**MOTION & RECOMMENDATION:**

***A motion by Reaves, seconded by Valsangiacomo, the Development Review Board voted to unanimously approve the request by Vermont Creamery, LLC for final review of a boundary line adjustment (merger of two lots) of land located at 20 and 40 Pitman Road with conditions 1-6; Parcel ID; 006/033.00, 006/033.03; Zoned: Industrial; P-18000002 and P-18000003***

**H. VARIANCES/WAIVERS (WARNED PUBLIC HEARINGS)**

**SOMAINI (FINAL)**

Request by Robert and Terry Somaini for a 12'6" waiver of street setback for the construction of a handicap ramp on property located at 133 Mill Street; Parcel ID 025/172.00; Zoned: East Barre Commercial; AU-18000001

Consultant: None

Date: March 9, 2018

**STAFF REPORT/REVIEW COMMENTS FROM CHRIS VIOLETTE,**  
**PLANNING OFFICER**

This is a warned public hearing for the purpose of a waiver request. The applicant is planning to build a handicapped access ramp to the front of their existing building. In accordance with Article 7, section 7.10 of the Barre Town Zoning Bylaw, this request is being done as a waiver as opposed to a variance.

The applicants own and operate the Antique Mall on Mill Street and have thought about adding a handicapped ramp for some time. Now, and after negotiating with the Town of

Barre for easements to accommodate the East Barre sidewalk project, they are ready to move forward with the ramp.

The proposed landing (5'4"x5') for the ramp will extend the furthest from the building (5'4"). The actual ramp (3'6"x21') extends 3'6" from the building. It should be noted that there is existing step that extends beyond the existing building. The new landing and ramp will not extend much if any closer to the road than the existing step. It should also be noted that the existing building does not meet the current east barre commercial street setback requirement of 15'.

The existing building is setback from the Mill Street (Town class 3 paved road) right-a-way approximately 8'. The existing step is approximately 2'6" setback from the right-of-way. The proposed landing for the ramp, being the part of the ramp assembly being the closest, will be approximately 2'6" setback from the right-of-way, the actual ramp is less. With a 15' right-of-way setback requirement and the closest part of the new ramp only 2'6" away means that a 12'6" waiver of right-of-way setback is being requested.

#### **SUMMARY OF RECOMMENDATIONS & CONDITIONS:**

This waiver request is for a necessary handicap ramp and even though there will be structure closer to the road than the existing building, it won't be any closer than the existing step. I recommend approval.

#### **ADDITIONAL COMMENTS:**

Valentinetti questioned if they would be losing any parking with the handicap ramp going in. Violette states they will not lose any parking, the daycare might lose one or two spaces. Violette states that they will have parking along the side of the side walk and they have a lot across the street.

No other comments from the board.

#### **MOTION & RECOMMENDATION:**

***A motion by Reaves, seconded by Valsangiacomo, the Development Review Board voted to unanimously approve the request by Robert and Terry Somaini for a 12.6ft waiver street setback located at 133 Mill St; Parcel ID: 025/172.00; Zone: East Barre Commercial; AU-18000001***

#### **J. SITE PLAN REVIEW NONE**

- 1) WARNED PUBLIC HEARINGS

**NEEE (FINAL)**

**Request by New England Excess Exchange (on land currently owned by the Town of Barre; pending transfer) for minor site plan review to create a 42-space parking lot and stormwater treatment area on land located off Parker Road in the Wilson Industrial Park; Parcel ID: 006/047.11; Zoned: Industrial; SP-1800001**

Consultant: DeWolfe Engineering Associates

Date: March 09, 2018

**STAFF REPORT/REVIEW COMMENTS FROM CHRIS VIOLETTE,**  
**PLANNING OFFICER**

This is a warned public hearing for the purpose of final site plan review and approval. The application is for creating a 42-vehicle parking lot on land that is currently owned by the Town of Barre and is undeveloped. The applicants have a purchase and sale agreement to buy this lot from the Town. The lot, along with the applicant's office building (directly across Parker Road) is located within the Wilson Industrial Park and is zoned industrial.

The applicants constructed an 8,200sf office building at 57 Parker Road, parcel id 006/047.17 in 2013. Since that time their business has expanded, and parking has become tight on the lot with the office. Future building expansion is contemplated. The applicants approached the Town about buying additional land, in 2015 the Town subdivided (plan 2237) and created a 4.4-acre parcel directly across the street.

The applicant has submitted detailed plans showing the construction of the parking lot. The parking will have a single ingress/egress driveway directly across from the existing NEEE office building access. The parking lot and its associated storm water management infrastructure will be constructed at the very front of the lot. Most of the lot will remain undeveloped.

Pedestrian movement from the parking lot to the office building across the street will be done with concrete sidewalks and a crosswalk across Parker Road. Five new pole mounted lights will illuminate the parking area. Four tree plantings are shown at the front of the parking lot along Parker Road.

The plans submitted by DeWolfe are detailed and include a new stormwater management system that consists of stonelined lined ditches, swales and underground piping.

Below are the review standards, and my comments, for site plan approval in accordance with Article 5, section 5.6 (F)

**1. The proposed land development as it complies with or compliments the policies, regulations, standards, and goals of the Town's Zoning Bylaw and its most recently adopted Town Plan;**

The proposed land development is within the Wilson Industrial Park which promotes economic development in conformance with and supported by both the Barre Town Zoning Bylaw and Town Plan

**2. The convenience and safety of vehicular movement within the site, and in relation to adjacent areas of vehicular movement. This includes consideration of access management in regard to entrances and exits for the subject site;**

This is a simple parking lot 60' wide, 230' long with a center aisle and parking on both sides. Vehicular movement within the parking lot should be acceptable with ordinary parking lot conditions. Only one access is proposed and only one lot is being accessed with no adjacent lots on this side of the road in close proximity to consider access management options.

**3. The convenience and safety of pedestrian movement within the site, and in relation to adjacent areas of pedestrian movement. Also included for consideration is the relationship to any pedestrian access deemed necessary for adjacent properties and along public roads;**

Pedestrian safety is mitigated by using concrete sidewalks within the site and a crosswalk across Parker Road to the applicant's office building. Pedestrians will cross Parker Road and should not need to walk along it.

**4. Storm water and drainage to insure adequate consideration of storm water runoff and drainage issues in order to minimize the impacts of any development project on the adjacent property, the environment, and the Town. The applicant shall bear the responsibility for obtaining and meeting any and all permitting requirements of the appropriate state agency. The Town Engineer shall review the storm water runoff and drainage plan and shall approve the site plan and sign off on the design before the project may be approved;**

A detailed stormwater management design is included with the site plan. State regulations and subsequent permitting will dictate the size and design of the system. The system is designed to treat stormwater onsite and not negatively affect adjacent properties.

**5. The protection of historic or natural environmental features on the property under review, as well as on the adjacent areas;**

This is a permitted industrial park. There are no known historic or natural environmental features being impacted by this project.

**6. The impact of new development on public utilities such as water and sewer infrastructure and on other users/consumers;**

This project is a parking lot. Not public utilities, other than electrical are being used with this project so there is no impact.

**7. Signage that meets or exceeds the criteria established in this Bylaw, Article 7, Sec. 7.5.**

No signage is being proposed with this application for this project. If signage is to be used, the applicable section of the Zoning Bylaw, as noted above shall be followed.



**8. The utilization of renewable energy resources;**

No renewable energy resources are being proposed with this project.

**9. Landscaping and/or screening to assist in mitigating undue impact of the proposed land development upon neighboring landowners;**

The plans show four trees being planted along the road frontage. Five new pole mounted lights are proposed.

**10. The adequacy of parking as well as loading and unloading facilities including their impact on surrounding traffic patterns, in accordance with the provisions established in Article 3, Sec. 3.6 of this bylaw.**

This is a parking lot being proposed to support the applicant's business directly across the street. The parking is not the result of new construction.

**SUMMARY OF RECOMMENDATIONS & CONDITIONS:**

DeWolfe's plans are detailed and acceptable. With consideration to the conditions below, I recommend approval of this site plan review for the construction of a 42-space parking lot.

- 1) Standard erosion controls measures shall be taken and the applicant or the applicant's contractor must follow the most recent edition of the State of Vermont erosion control handbook.
- 2) The applicant or the applicant's contractor shall follow any requirements put on it by the State of Vermont and the General Construction Permit from the State of Vermont.
- 3) All required state permits shall be obtained before construction begins.
- 4) A driveway permit shall be obtained as required by the Town of Barre highway ordinance issued by the Town Engineer processed by the Planning & Zoning Department.
- 5) The final site plan by DeWolfe Engineering Associates, as presented stamped approved, shall be incorporated into this decision and shall be followed unless any changes are first discussed with Town staff for a determination of significance. If the overall purpose of the approval is not altered staff may administratively approve the changes, if staff determines that changes are significant enough, further review by the DRB may be required.

**ADDITIONAL COMMENTS:**

Ralf Schaarschmidt, New England Excess Exchange, states they are running out of space at

their current building. They have about 50-55 people on staff now and see potential to hire another 25-30 people over the next few years. They are hoping to be able to expand the building adding more office space to accommodate the growing staff. He states they will need more parking for their staff which will be across the street.

No other comments from the board.

**MOTION & RECOMMENDATION:**

***A motion was made by Reaves and seconded by Valsangiacomo the Development Review Board voted unanimously to approve the request by New England Excess Exchange (on land currently owned by the Town of Barre; pending transfer) for minor site plan review to create a 42-space parking lot and stormwater treatment area on land located off Parker Road in the Wilson Industrial Park with conditions 1-5; Parcel ID: 006/047.11; Zoned: Industrial; SP-18000001***

**K. CONCEPTUALS: NONE**

**L. FOLLOW-UPS: NONE**

**M. CORRESPONDENCE- NONE**

STATE

TOWN

**N. MISCELLANEOUS: NONE**

**O. ROUNDTABLE:**

**P. ADJOURN!**

***On a motion by Valsangiacomo seconded by Reaves the Development Review Board voted unanimously to adjourn @ 7:33pm.***

Respectfully Submitted,

Emily Marineau

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Mark Nicholson, Chair

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Cedric Sanborn

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Charlie Thygesen Sr.

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Mark Reaves

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Jon Valsangiacomo

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Angela Valentinetti

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Jim Fecteau

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Chris Neddo

DRAFT