



**Golf Club Tent Site
Project Narrative
July 30, 2010**

The purpose of formalizing the tent site on the 7th green is to provide a centralized location for outdoor events hosted the Sugarbush Golf Club. Currently events at the club are held at a variety of locations including the Club House (both inside and out side) and a variety of holes depending on the needs of the event. Both indoor and outdoor events have been hosted at the Golf Club since the construction of the golf course in 1961. In our continued efforts to position Sugarbush Resort as a leading four-season resort it is critical for our operating success to provide a variety of venue locations to host resort related events. We anticipate that approximately 8 to 12 outdoor events would be held at the 7th green tent site during the golf season.

The following information provides more detail about these events.

- Type Events:** Wedding ceremonies (with or with out a tent), wedding receptions with food, music and dancing, golf events that exceed Hogan's ability to host 120 guests, family reunions, corporate outings with or without golf, chamber mixers, member golf events for dinner. Events will not exceed 200 guests.
- Time of Year:** Late May through mid October – while the Golf Club is open for the golf season.
- Time Frame:** Most events will run for 2 to 4 hours. Start times will vary, but will begin no earlier than 9 AM. End times will also vary, but will finish no later than 10 PM.
- Parking:** All parking will be provided at the golf club parking lot off the Golf Course Road or at the Lincoln Peak base area parking lots with guests shuttled over to the event. The Club House parking lot can accommodate 90 vehicles with the Lincoln Peak parking lot providing additional parking if needed.
- Access:** The main access route for events will be provided from the Club House over the course via carts or on foot. Disabled guests may need to be transported via Tri View Road. Back of house equipment (tent, food & beverage, tables & chairs, portable toilets, etc.) would be delivered off Tri View Road.
- Bathrooms:** Temporary portable toilets will be provided as needed at the tent site. Bathrooms are also provided at the Club House, which is within a reasonable walking distance to the site.
- Power:** Via portable generator at the tent site as needed for events. Please note, not all events will require power.

Permit Number# _____

Parcel ID Number# _____

Please complete all applicable fee(s) calculations and enclose a check for the total amount upon submission of completed applications. Make checks payable to: Town of Warren

BUILDING PERMITS - ZONING ADMINISTRATION FEES

Note: # of Finished Floors may also be calculated as total finished square footage, which would include all livable space, basement garages, finished basements, finished attics, etc.

RESIDENTIAL CONSTRUCTION

(Initial or addition), mobile home, single/two, or multi-family dwelling and garages

Under 2001 ft²

_____ ft². X _____ # FINISHED FLOORS ÷ 100 X \$15.00 = _____ + \$150. = _____

OVER 2001 ft²

_____ ft². X _____ # FINISHED FLOORS ÷ 100 X \$ 25.00 = _____ + \$250 = _____

DECKS AND SMALL PORCHES, UNDER 101 ft² \$50 (EACH) = _____

DECKS AND SMALL PORCHES, 101 ft² AND UP
 _____ SQ' ÷ 100 X \$10.00 = _____ + \$100 = _____

OUTBUILDING: BARNS, SHEDS (LESS THAN 200 ft²) \$75 = _____

(GREATER THAN 200 SQ'):

_____ ft². X _____ # Floors ÷ 100 X \$10.00 = _____ + \$150 = _____

RE-ISSUE OF PERMIT WITH NO CHANGE \$75 = _____

POOL OR POND

OTHER \$75 = _____

AMENDMENT:

CHANGE IN ft²

_____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$15.00 + \$50.00 = _____

RENOVATION:

MINOR- LESS THAN 500 ft². OR LESS THAN 10K (USE SF OR VALUE WHICHEVER IS GREATER)

1.00/ \$1,000.00 OF VALUE : + 50.00 = _____

OR ft². _____ X _____ # FINISHED FLOORS ÷ 100 X \$12.00 = _____ + \$75 = _____

MAJOR - GREATER THAN 500 ft². OR GREATER THAN 10K (USE SF OR VALUE WHICHEVER IS GREATER)

1.50/ \$1000.00 OF VALUE, + 100.00

_____ = _____

OR _____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$15.00 = _____ + \$150

= _____

WHICHEVER IS GREATER

HOME OCCUPATION \$75 = _____

LETTER OF PERMIT STATUS \$75 = _____

CHANGE OF USE OR ADDITION OF USE \$150 = _____

LATE FEE (CONSTRUCTION BEFORE PERMIT) 150% ADDITIONAL TO ABOVE = _____

DEVELOPMENT REVIEW BOARD FEES

PUD (PRD) REVIEW *	\$800	_____
LOT LINE ADJUSTMENT	\$250	_____
SUBDIVISION - MINOR	\$400/LOT	_____
SUBDIVISION - MAJOR	\$800/LOT	_____
REVISION TO AN APPROVED PLAT	\$400/LOT	
REVISION TO PRD/PUD	\$500	
AMENDED APPLICATION (PRIOR TO PLAT FILING)	50% OF REGULAR FEE	_____
ROAD SIGNS AS REQUIRED FOR SUBDIVISION ROADS	\$125.00/SIGN	_____
CONDITIONAL USE - ORIGINAL OR AMENDED	\$225/EA.	= <u>\$225</u>
VARIANCE	\$225/EA	_____
CHANGE OF USE	\$200	_____
APPEAL OF ZONING ADMINISTRATOR'S DECISION (NOT APPEAL OF VIOLATION)	\$50	_____
STAY OF ENFORCEMENT:	NO CHARGE	
LATE FEE (USE BEFORE DRB APPROVAL) 200% ADDITIONAL TO ABOVE		= <u>\$450</u>
LEGAL NOTICES:		
MINOR SUBDIVISIONS & RESIDENTIAL CU'S	\$40 EA.	_____
MAJOR SUBDIVISIONS & COMMERCIAL CU'S	\$60 EA.	_____
RESEARCH AND DOCUMENT PRODUCTION FEES \$75/HR PLUS COPIES		
LEGAL FEES SEE APPENDIX A		
COPIES OF TOWN REGULATIONS		
HEALTH ORDINANCE NO CHARGE		
LAND USE & DEVELOPMENT REGULATIONS	\$25	_____
TOWN PLAN	\$25	_____
TOTAL FEES DUE =		<u>\$925</u>
TOTAL FEES RECEIVED		_____

ALL TOWN OF WARREN MUNICIPAL AND SCHOOL PROJECTS ARE EXCUSED FROM FEES.



July 30, 2010

Miron Malboeuf, ZA
Town of Warren
PO Box 337
Warren, VT 05674

RE: Golf Course Tent Site
Conditional Use Review and Building Permit Application

Dear Miron:

Enclosed please find a Conditional Use Approval/Building Permit Application for the formalization of the event tent site below the 7th tee at the Golf Club. As required, 1 original and 5 copies of the submittal package are provided. A butter notification is in process and we will submit to you the notification and evidence shortly.

Submittal material includes:

- Complete Zoning Permit Application, Fee Schedule and \$925.00 Fee
- Project Narrative dated July 30, 2010
- Site Plan and Parking Lot Plan

Please feel free to contact me at mwade@sugarbush.com or 583-6366 should you have any questions or require additional information.

Respectfully,

A handwritten signature in black ink that reads "Margo Wade". The signature is written in a cursive, flowing style.

Margo Wade
Environmental Compliance Manager

Enclosures (1)

cc: RJ Austin
Project File

APPLICATION FOR ZONING PERMIT

TOWN OF WARREN
PO BOX 337
WARREN, VT 05674
(802) 496-2709, Ext 24 FAX (802) 496-2418

APPLICATION NO. _____ GRAND LIST NO. _____

1. APPLICANT: NAME Summit Ventures NE, LLC (dba Sugarbush Golf Club)
ADDRESS 1840 Sugarbush Access Road, Warren, VT 05674
TELEPHONE 583-6824 – Jason Lisai

2. LAND OWNER: (If different from Applicant)

NAME same as above
ADDRESS _____
TELEPHONE _____

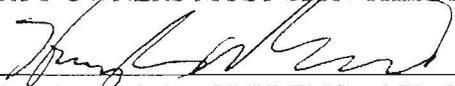
3. LOCATION OF PROPERTY: 1091 Golf Course Road

4. ZONING DISTRICT: Rural Residential

INSTRUCTIONS:

Please provide all of the information requested in this application (items 1-19 and sketch plan). Read the Land Use & Development Regulations and familiarize yourself with requirements for building and development in the Town of Warren. Failure to provide all required information will delay the processing of this application. Projects other than a 1 or 2 family residences or agricultural uses require additional information in addition to that requested here. Consult the regulations for application requirements. Submit one copy of this application and a check made out to the "Town of Warren" according to the fee schedule attached herein. 50% of the fee is refundable if the application is withdrawn prior to issuance of the permit.

The undersigned hereby applies for a Zoning Permit for the use described in pages 1-4 of this application, to be issued on the basis of the representations made herein, all of which the applicant swears to be true. ALL PROPERTY OWNERS MUST SIGN THIS APPLICATION.

 8/2/2010
SIGNATURES OF ALL PROPERTY/LAND OWNERS DATE

SIGNATURES OF ALL PROPERTY/LAND OWNERS DATE

Date received at the Town Clerk's Office: _____ Fee received: _____

Date deemed complete and processed by the Zoning Administrator: _____

17. ESTIMATED COST OF CONSTRUCTION: n/a – site work was done in house

18. COMPLETE THE SITE PLAN ON PAGE 4 OF THIS APPLICATION (YOU MAY ATTACH A SEPARATE SHEET), PROVIDING ALL REQUIRED INFORMATION.

19. USE THIS SPACE BELOW TO PROVIDE ANY OTHER INFORMATION YOU FEEL IS RELEVANT FOR THIS APPLICATION.

PLEASE NOTE THE FOLLOWING REGARDING THIS PERMIT APPLICATION:

This application cannot be processed until all requested information is submitted in clear and readable form. You may attach addition sheets to this application.

If a permit is granted on the basis of this application;

- 1) An interested person may appeal any decision made by the Zoning Administrator within 15 days of the date of issuance.
- 2) The permit shall not take effect until the appeal period has passed.

A permit granted on the basis of this application will be voided in the event of misrepresentations of the information contained herein, or if construction is not substantially complete within two (2) years from the date of issuance.

An extension for a permit may be requested prior to the expiration date of the issued permit.

If information contained in an issued permit changes (e.g. size of proposed structure) an amended application must be submitted with in 15 days of the change to the Zoning Administrator.

Project Site Plan



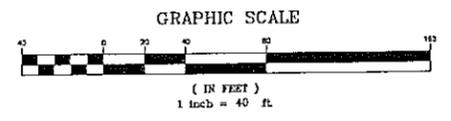
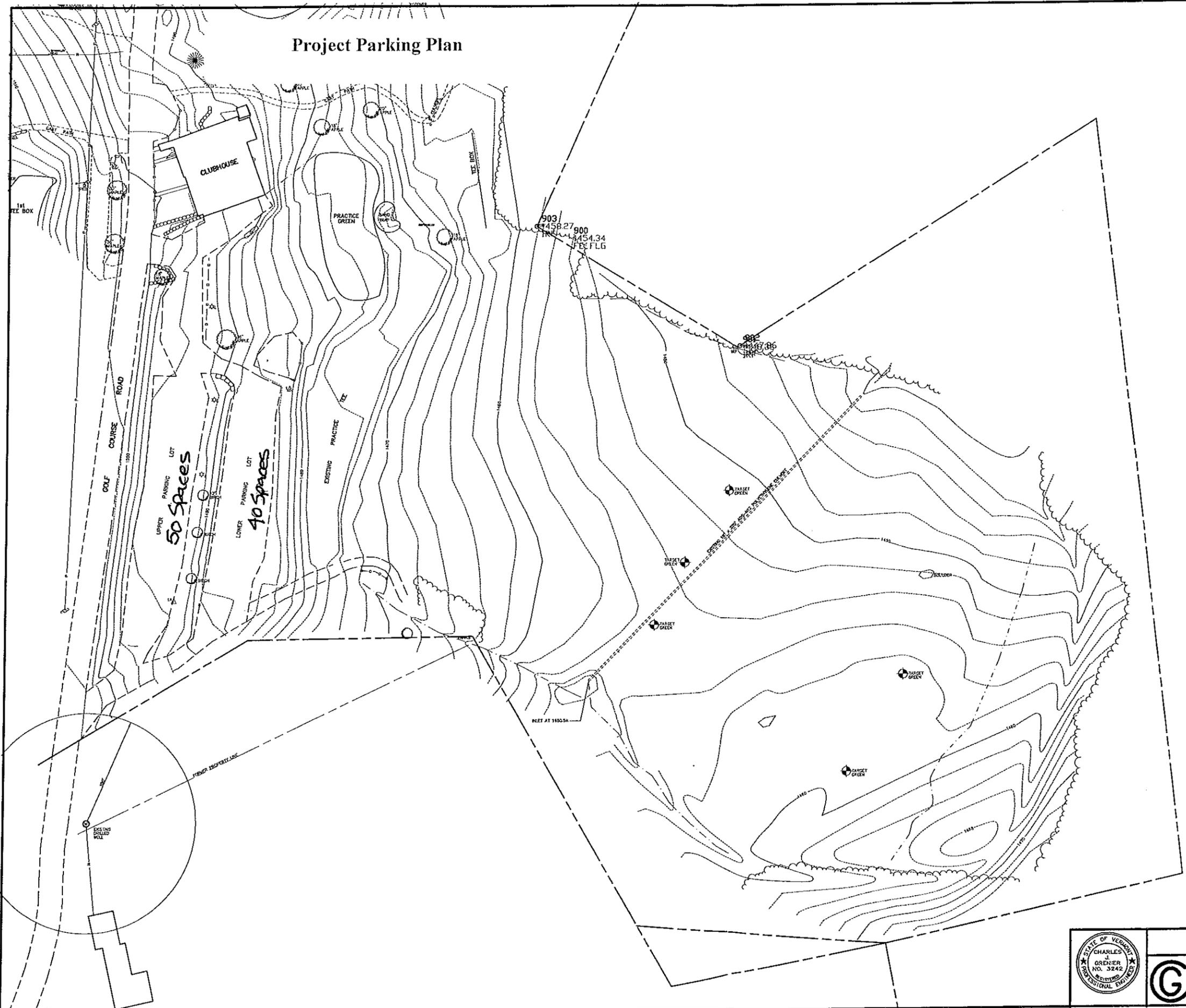
Disclaimer
This map is a public resource of general information. The Town of Warren shall assume no liability for:
1. Any errors, omissions, or inaccuracies in the information provided regardless of how caused; or
2. Any decision made or action taken or not taken by the reader in reliance upon any information or data furnished hereunder.



Town of Warren, VT
Web Based GIS Mapping



Project Parking Plan



	SITE PLAN	
	SUGARBUSH GOLF COURSE	
	WARREN	
	CHARLES GRENIER	
	CONSULTING ENGINEER, P.C.	
P.O. BOX 445, WATERBURY, VERMONT (802)244-6413(Phone) (802)244-1572(Fax)		DATE ■ 4 3 07 DRN BY ■ T.J.M. SCALE ■ 1"=40' SHEET ■ 1 of 1 DWG NAME: GOLF COURSE FILE NO: WARREN 1217-167