

Town of Warren
Development Review Board
Minutes of Meeting
Monday, February 3, 2025

Members Present: Chris Behn, Maria Burfoot, Chris Noone, Jeff Schoellkopf
Staff Present: Jeff Campbell (Fire Chief), Ruth Robbins (ZA), Carol Chamberlin (Recording Secretary)
Others Present: Geoff Andrew, Jim Crafts, Betsy Elliott, Matthew Hannon, Gunner McCain, Pete Reynells, Mark Rickabaugh, Jon Rickard, Bruce Sargent, Janet Sargent

The meeting was called to order by Mr. Schoellkopf at 7:01 pm.

Application # 2025-01-CU re-submitted by Long Associates [Penny Reynells] requests a Sketch Plan Review for a 5-lot Subdivision/PUD. The property is located at the end of Meadow Lane consisting of 66 +/- acres, parcel id# 005001-400 in the Rural Residential District. Though building envelopes and associated infrastructure are depicted on the site plan, there is no request for approval of construction at this time.

Mr. Schoellkopf outlined the purpose and structure of sketch plan review.

Mr. McCain explained that the application is similar to that which was presented previously, but that now a PUD is being applied for as well. He noted that Ms. Burfoot is an owner of some adjacent property.

Mr. McCain then reviewed the changes to the proposed development, noting the following:

- A ROW along the road provides access to common land on both sides of the property.
- The location of the deer yard on the parcel is known, and he is working with the State to include habitat block considerations. Typically, these include some level of buffer needed, and usually some intrusion/impact is allowed. Mr. McCain noted that most of the deer yard will be protected as part of this PUD.
- Building setbacks have been established for the plan using dimensions outlined for roads; Mr. McCain explained that some of the access could be considered a driveway, but that a conservative view was used as the definition of private road calls out the ROW.
- The topography was outlined, there will likely be some disturbance of a grade greater than 15%, but it may be less than the 1000 square feet which would require Conditional Use review. The finished grade of the roadways is planned to be essentially 10% or less.
- Four lots have been delineated; the number of dwelling units has not yet been determined for each lot. Common land will be protected by deed.
- A forestry management plan will be developed.
- Act 250 review will be necessary, due to the Farms development being under Act 250 jurisdiction and the use of the ROW through that property.
- The new structures will be visible from Meadow Lane and some of the Farms properties as well as some properties uphill from the site; Mr. McCain was not aware of other off-site areas from which this development will be visible.
- No cutting of trees on steep slopes will take place, except for what is included in a forestry management plan; there will be no cutting along the property line.

- One proposed building envelope is larger than existing Farm footprints, the rest are smaller. The potential density fits within the parameters of the Rural Residential District. No density bonus is being requested.
- Each lot will have a separate wastewater system, with some locations requiring easements.

Several Farms homeowners who attended the meeting voiced concerns regarding the proposed development, generally expressing that they felt the density and layout is not compatible with that of the Farms subdivision and its focus on conservation. It was confirmed that Mr. McCain and Mr. Reynells had attempted to have negotiations regarding the plans, but that those talks had stalled. Previously the applicants had requested that creation of a different ROW through the Farms property be considered, making use of an already existing roadway, but that request had been turned down. Concerns raised by Farms homeowners at this meeting included avoiding wetlands, preventing erosion, and the small distance between the proposed dwellings.

Mr. McCain assured the group that, while he has not yet seen the Farms' HOA regarding road maintenance, the applicants intend to cover their fair share of the road maintenance through the ROW, and will cover any repairs needed due to construction work. He also indicated that the distance between structures as depicted in the current site plan is between 50 and 100 feet; the average between Farms structures was noted by Mr. Sargent to be 110 feet.

Mr. Behn expressed that assurance is needed that the structures will not be located in close proximity to where the parcel becomes quite steep. It was also noted and discussed that the roadway accessing the eastern lots needs to be narrower in the section where it runs along a steep section of land.

Mr. Campbell noted that the switchback for lots 3 and 4 and some narrow sections of the roadway will be difficult for fire trucks to navigate. He pointed out that the number of cars per unit should be considered when contemplating the ability of trucks to access the house sites. He also noted that there doesn't appear to be the ability to turn around at lot 4. He explained that either a fire pond or sprinkling of buildings may be required. Mr. McCain expressed that parking spaces required for a duplex would best be considered at the point when the houses are designed and a permit applied for by end users.

Mr. Behn asked about plans for development of infrastructure prior to the sale of the parcels. Mr. McCain explained that most developers put that which will be shared into place, which in this case would be the roadway along the shared ROW.

There was further discussion of fire safety, and the potential for sprinkler systems to be required, or possibly increasing the size of the fire pond at the Farms and having access to that water supply. It was also mentioned that there may need to be limits set on parking in order to allow for access by emergency vehicles. Mr. Campbell indicated that he would draft a letter outlining the Fire Department's concerns and requirements.

The Board summarized that items to be addressed for preliminary review include the steep slopes along the proposed drive, Fire Department access, potential limitations on dwelling units/parking due to the compact space and need for emergency access, and a road maintenance agreement.

Other Business

The upcoming schedule was reviewed.

Adjournment

The meeting adjourned at 8:12 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

Development Review Board

Jeff Schoellkopf Date

Chris Behn Date

Maria Burfoot Date

Chris Noone Date