

**Town of Warren  
Development Review Board  
Minutes of Meeting  
Monday, April 18, 2022**

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*NOTE: This meeting was conducted both in-person and electronically via Google Meet.*

Members Present: Bob Kaufman, Peter Monte (Chair), Chris Noone, Virginia Roth.  
Others Present: Ruth Robbins (ZA), David Frothingham, Gunner McCain, Jack and Jean Sharry, Ellen Strauss, and Carol Chamberlin (Recording Secretary)

The meeting was called to order at 7:03 pm.

**Application #2022-06-CU** submitted by Kristina Grado, is requesting Conditional Use approval for disturbance to steep slopes between 15% - 25% slopes for the development of a single family residence and associated infrastructure. The building envelope has been located to avoid any slopes of 25% or greater. There is a 1996 Road Access permit which calls for an upgrading of the existing Class 4 road. The property is on Cider Hill Road, parcel id# 002004-301 in the Rural Residential District [RR].

A site visit was held earlier in the day, attended by Mr. Monte, Mr. Kaufman, Ms. Robbins, and Mr. McCain. The access road had been flagged, and the locations of buildings and septic installation were visible. It was noted that some minor areas of steep slopes would be affected by the development.

Mr. McCain explained that the section of Class 4 road which approaches the property would be improved (yet remain Class 4) and that the permit for that work is in place. He indicated that the length of that road is 625 feet, and that driveway will extend another 400 feet. He noted that the plans submitted with the application include depiction of the areas of steep and very steep slope that are proposed to be disturbed, as well as a clearing plan for tree cutting at the site. Sediment and erosion control plans are also included in the application materials, and Mr. McCain confirmed that all work will be in conformance with standards outlined in the Low Risk Handbook.

**MOTION** by Mr. Monte made a motion to find that the small area of proposed development on very steep slopes is necessary to enable development on a more level section of the parcel. **SECOND** by Mr. Kaufman. **VOTE:** All in favor, the motion carries.

**MOTION** by Mr. Kaufman to find that the erosion and sediment control plans submitted with the application are sufficient throughout. **SECOND** by Mr. Noone. **VOTE:** All in favor, the motion carries.

The Board members commenced Conditional Use Review.

**MOTION** by Mr. Kaufman that the General Standards of Section 5.3 A 1-5 are satisfied by the application materials. **SECOND** by Mr. Noone. **VOTE:** All in favor, the motion carries.

A review of further Conditional Use Standards led to a discussion regarding emergency vehicle access and potential pull-off locations. It was agreed with Mr. McCain that an extension of the road at the junction with the driveway would serve this purpose.

**MOTION** by Mr. Monte to impose a condition upon approval that improvements of the Class 4 road access be extended to 50 feet north of the driveway intersection in order to provide adequate road configuration for emergency vehicle access. **SECOND** by Mr. Kaufman. **VOTE:** All in favor, the motion carries.

Ms. Robbins will confirm approval of this extension with the Selectboard.

**MOTION** by Mr. Monte to approve Application 2022-06-CU, subject to the usual conditions and those voted upon at the hearing. **SECOND** by Ms. Roth. **VOTE:** All in favor, the motion carries.

**Discussion/Sketch Plan Review for possible Change of Use application for Sharry accessory structure.**

Mr. Frothingham provided an overview of the Sharry's proposed application, outlining that their prior application for an addition to the accessory structure was denied due to the approved use of the structure being a workshop as well as being based upon an underlying variance. Because the variance which has been issued was for a decrease in stream setback requirements, and so for location rather than use, Mr. Frothingham believes that the appropriate first step in the process of additional development related to the structure is a request for a change of use from a workshop to a bedroom. Upon approval of this change request, a secondary part of the proposed application would be for the addition of a bathroom. Mr. Frothingham assured the DRB members that it was understood by the Sharrys that this structure would not have kitchen facilities and therefore would not become an accessory dwelling. He also noted that it was understood that potentially an additional Letter of Map Adjustment would be required to be obtained from FEMA before any addition could be constructed.

It was confirmed that the house is connected to the municipal wastewater system, and that a bathroom added to the accessory structure would also be so connected.

Board members cautioned that it was not possible to indicate approval or disapproval of this proposal, but suggested that an application for both the change of use and the addition be submitted together. Ms. Robbins advised that the next available meeting date will be June 20.

**Other Business:**

Ms. Robbins reviewed the upcoming schedule. She also reported that she anticipates an application for a boundary line adjustment, the materials for which she will forward to the DRB members to ensure no flags are raised indicating a need for DRB review.

There was some discussion of the proposed Short-term Rental requirements included in the current draft LUDRs.

The meeting adjourned at 8:17 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

**Development Review Board**

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Peter Monte, Chair      Date

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Virginia Roth      Date

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Bob Kaufmann      Date

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Chris Noone      Date