

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
OCTOBER 28, 2002**

- MEMBERS PRESENT:** Clayton Cormier, Chair; John Donaldson, Tara Hamilton, Donald La Haye, Lisa Miserendino, Matt Sargent.
- OTHERS PRESENT:** Bob, Ackland, Whitney Aldrich, Sugarbush; Ron Zschaler, Sugarbush Village Real Estate; Nancy Owens, Housing Vermont; Karen Winchell, CVCLT; Jeff Schoellkopf, the Design Group; Kim Reynolds, Vermont Journal; Margo Wade, DRB/PC Assistant.
- AGENDA:**
- 1) 7:30 p.m. Call to Order
  - 2) Sugarbush – Hotel presentation and overview
    - presentation of an overview of the current project concept
  - 3) Affordable Housing
    - general update & identify short list of architects
  - 4) Municipal Space Planning
    - sign contract with the Design Group/Jeff Schoellkopf
    - discuss next steps
  - 5) Other Business:
    - a) Signing of minutes
    - b) PC rules of procedure/meeting ground rules
    - c) Village Sidewalk & Pedestrian Project

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**I. CALL TO ORDER**

Mr. Cormier called the meeting to order at 7:30 p.m.

**II. SUGARBUSH – HOTEL PRESENTATION AND OVERVIEW**

Bob, Ackland and Whitney Aldrich came before the commission and presented an overview of the new hotel project and conceptual Lincoln Peak base area plan. Summit Ventures partners feel there is a need to invest in the mountain's infrastructure to make/keep it competitive within the industry, but find sufficient income will not be generated from skier visits to afford those improvements. The area is dealing with a declining bed base especially in the short-term rental pool. Many of the rental condominiums are in poor condition and need updating. A hotel would spin off enough capital to fund infrastructure improvements, increase the number of viable short-term rental beds. Also, there are few mid to high-end rental beds and the hotel would fill this gap.

The project will include both hotel and condominium units. Ownership will be quarter share. 50% of the shares would have to be sold before construction could begin.

The new hotel makes some significant changes from the old hotel including:

- approximately 30% fewer pillows (431 vs. 636)
- replace some surface parking with underground parking
- improve connection with Sugarbush Village and existing base facilities
- redesign the road alignment to improve traffic flow

- address current storm water issues including relocating the Sports Center driveway
- incorporate summer uses
- conference facilities
- incorporate nature paths and walkways
- restoration of the hotel brook and make the brook an integral focal point of the hotel

The new hotel also incorporates a family center, retail and restaurant facilities into the project. The vision is to make the hotel the signature building for the ski area.

In response to employee housing needs, Mr. Ackland responded that they are working on short-term possibilities, but need capital to develop long term solutions. Again stressing the need for the hotel as an income producer.

Mr. Ackland reported that they are currently working on application material for Town (PUD) and State (Water Quality and Act 250) applications.

The design team currently include – Dave Sellers and Bast & Rood Architects, SE Group site and landscape planning, DuBoise & King for water and wastewater, Charles Grenier for civil engineering, and Pioneer Environmental for storm water protection and design.

### **III. AFFORDABLE HOUSING**

Karen Winchell and Nancy Owens came before the commission to discuss and select 2 to 3 firms to interview for the Affordable Housing project. Of the six proposals received, Maclay, Duncan Wisniewski, and Vermont Architects Collaborative were selected to interview. Ms. Miserendino and Mr. Sargent will represent the PC during the interview process.

The group also discussed the affordable housing as a whole and determined the project will be placed on each meeting agenda for the next few months. Items still needing discussion include:

- how do bring the next proposal to the public
- need for more work with the neighbor (possibly smaller groups)
- what is the process
- where are we with the Fuller Hill site and the Coates gravel pit site
- are there other sites available

### **IV. MUNICIPAL SPACE PLANNING**

Jeff Schoellkopf came before the commission to discuss the work contract and project process. Changes were made to the draft contract, which Mr. Schoellkopf will incorporate. The commission agreed that Mr. Cormier would sign the contract once changes have been made.

A follow-up meeting has been scheduled Monday, November 4 at 10:00 a.m. at the Municipal Building to discuss the following:

- review updated contract
- general concepts and ideas
- programming

- process (other contractors)

A meeting has also been scheduled on Wednesday, November 13<sup>th</sup> at 9:00 am with the Municipal and Library Building staff to give the PC the opportunity to update the staff on the project, get further feedback/input from them, and give the Design Group and opportunity to get input.

Mr. Sargent will be the technical contact on the project. Mr. Wade will get history material to Mr. Schoellkopf.

**V. OTHER BUSINESS**

a) Signing of minutes

**MOTION by Mr. Cormier, seconded by Mr. La Haye to approve the October 14, 2002 and October 21, 2002 meeting minutes with corrections. VOTE: unanimous; motion carried.**

b) PC rules of procedure/meeting ground rules

Material was distributed to help facilitate discussion and drafting of PC rules, which will be discussed at the next meeting.

c) Village Sidewalk & Pedestrian Project

Due to lack of time, this topic was moved to that next meeting agenda for discussion.

Items for the next PC meeting:

- PC Rules of Procedure
- Village Sidewalk & Pedestrian Project
- Affordable Housing
- Municipal Space Planning

Due to the current workload, the PC meetings will run from 7:00 p.m. to 10:00 p.m. for the next few months.

**V. ADJOURNMENT**

**MOTION by Mr. Cormier, seconded by Mr. La Haye to adjourn the meeting.**

**VOTE: unanimous; motion carried.**

The meeting adjourned at 10:30 p.m.

Respectfully submitted,  
Margo B. Wade  
DRB/PC Assistant

PLANNING COMMISSION

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Clayton Cormier, Chair (date)

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John Donaldson (date)

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Tara Hamilton (date)

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Donald La Haye (date)

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Lisa Miserendino (date)

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Matt Sargent (date)