

**Town of Warren
Development Review Board
Minutes of Meeting
Monday, April 17, 2023**

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

Members Present: Chris Behn, Devin Klein Corrigan, Megan Moffroid, Peter Monte (Chair), Jeff Schoellkopf.
Staff Present: Ruth Robbins (ZA), Carol Chamberlin (Recording Secretary)
Others Present: Kevin Babic (Sugarbush), Bob Cummiskey, Susan Cummiskey, Charles Goodling (Dubois & King), John Hammond (Sugarbush Resort), Lisa Loomis (Valley Reporter), Chris Nordle, Roberta Principe, Margo Wade (Sugarbush), Jim Westhelle (Sugarbush), 13038820034, Pixel 6a

The meeting was called to order at 7:05 pm.

Application #2023-01-CU submitted by Sugarbush Resort requesting a Conditional Use approval for the redevelopment of 3 pre-existing lots with [existing and former] residential buildings referred to as the “Sugar Cubes”. The property is located at 2197 Sugarbush Access Road, parcel ID 005008-400 on the Warren grand list and is in the Vacation Residential District. This hearing is continued from January 30, 2023.

This hearing was continued from March 20, 2023.

Sugarbush representatives indicated that an agreement with Ms. Principe has been signed, and that the LUDR-related items have all been addressed. Ms. Wade outlined the following items included in the agreement:

- The Sugarbush units will not be using the existing well, that well will be owned solely by the Principe property. Appropriate cross easements will be established, as the existing well is on Lot 4, one of the Sugarbush lots. A new well will serve the three Sugarbush units.
- All four lots will be served by the Sugarlodge wastewater system, a new tank will be installed to be used by all four lots before discharging to the Sugarlodge system. Deeded rights will be exchanged to ensure access and to clean up deficiencies in the existing agreement.
- A privacy fence will be constructed by Sugarbush on the Principe property, as depicted on the updated site plan presented. The fencing material has not been finalized, but the height, length, and location are all agreed upon.
- Power will be buried on site for all four parcels, and will likely be brought in from the Sugarlodge parcel.

Mr. Nordle clarified that some details regarding the power line placement are to be decided by GMP, and that site plans will be updated when full information is available. He also noted that the signed agreement is in place; the associated easements have not yet been recorded with the Town.

Ms. Wade indicated that it has yet to be determined if Act 250 approval is required for this project, but that the water supply and wastewater permits will be obtained from the State, and potentially an Operational Stormwater permit will also be required.

Mr. Monte explained that the DRB will want a revised site plan submitted, showing the aerial power removed. Additionally, copies of the related deed and easement documentation will need to be provided. Ms. Wade confirmed that the revised plans which have been submitted depict the fence installation, the revised well information, and the current wastewater system plans.

It was confirmed that the fence installation does not require a Town permit, as it is exempt under Section 9A of the Regulations.

The applicants were reminded that they will need to come back if any of the plans are revised during State permitting processes.

The findings and motions of the February 6 portion of the hearing were reviewed.

MOTION by Mr. Monte to condition approval of this application upon submission within 90 days of a revised plan which depicts underground electric service to all four lots, originating from the Sugarlodge property. **SECOND** by Ms. Moffroid. **VOTE:** All in favor, the motion carries.

MOTION by Mr. Behn to approve Application 2023-01-CU subject to the conditions agreed upon during the hearing as well as all the usual conditions, noting that the fence as planned is included in this approval although it is not located on the parcels included in the Application. **SECOND** by Ms. Klein-Corrigan. **VOTE:** All in favor, the motion carries.

Application #2023-02-CU-PUD submitted by Sugarbush Resort seeks Preliminary Plan Review to redevelop the former Rosita's Restaurant and Sugartree Inn parcels for a multi-family dwelling/apartment building with the primary use to house Sugarbush Resort employees. A Sketch Plan review was conducted on January 3, 2023. Due to the mix of uses a Conditional Use approval and a PUD [Planned Unit Development] will be utilized by this application. A possible Boundary Line Adjustment may also be requested. The property is located at 2500 Sugarbush Access Road with a total of 13.59 acres. The property lies within both the Vacation Residential and Sugarbush Village Commercial Zoning Districts.

Mr. Monte noted that a Sketch Plan Review had been held, and that this Preliminary Plan Review is to be based upon refined application materials which have been submitted based upon the feedback provided at the earlier Review.

Ms. Wade explained the request for a boundary line adjustment to transfer one acre of the SHARC property to the former Rosita's parcel, noting that the SHARC acre is in the Sugarbush Commercial District and so allows for the density required to implement the development proposed when added to the Vacation Residential acreage of the Rosita's property.

Mr. Monte inquired as to whether the remaining SHARC acreage is enough for continuance of that operation.

It was clarified that Section 8.3 B of the Regulations allows for this scenario of combining District densities, and noted that it may only happen through PUD approval. Mr. Monte explained that the minimum to be transferred would need to be an acre; Ms. Wade confirmed that it would be at least an acre, and may be slightly larger. She noted that this area of the SHARC property was chosen, as it enables the most straightforward dividing line between the two properties. She noted that the SHARC property will be surveyed, and that the other two parcels have already been surveyed.

After reviewing related sections of the Regulations, Mr. Monte requested that Sugarbush provide confirmation that the SHARC acre would be capable of supporting 20 units, this is to ensure that approval would be in compliance with Section 8.3 D of the Regulations and that steep slopes,

underground infrastructure lines, and other undevelopable portions of the acre would not prevent its use in density calculations.

Ms. Wade explained why the density bonus allowances under the PUD regulations would not be feasible for Sugarbush to pursue.

Ms. Wade next explained that Sugarbush is currently looking at the potential to include additional bedrooms/studios in the new building, as the evaluation of the Sugartree Inn building may indicate that it would be best to remove that structure and include the additional bedrooms in the new building.

Parking plans and requirements were discussed next.

It was explained that the parking plans have been reconfigured due to the onsite stormwater treatment infrastructure that is needed, and that the current year's data indicates that approximately 20% of the employees that will be housed at the site have a car. This translates to 65 of the residents who will be located at the new site. The plans submitted include spaces for 80 cars. Ms. Wade clarified the information presented in the related chart in the application materials, which shows that 240 parking spaces would be required by the standards set in the LUDRs. She also indicated that the project description includes an outline of the locations which will be used for backup parking if needed; these are at Lot F and the Warren House. Mr. Monte pointed out that the plans will need to show the access to these backup locations, and that a trigger needs to be identified for when this parking must become designated for use by the housing being developed, such as during the summer months when the type of resident changes or at any point in the future when employees using the housing are more likely to have vehicles. An annual report of the types of employees housed at the site may be part of the requirements to help determine the need for additional parking. The need for safe lighting along the access to parking areas as well as path maintenance was discussed.

Water supply, wastewater infrastructure, and available hydrant connections were outlined by Ms. Wade. She noted that there are no plans to install a new hydrant at the building, but that there will be a connection from Mountain Water at the site. More details will be available when the water and wastewater permit materials have been refined. DRB members indicated that a letter will be required from the Fire Department indicating approval of the plans.

Ms. Wade then pointed out where the stormwater infiltration basin will run along the Access Road, and also explained that because the snowmaking water pipe runs along that road, there are no tree plantings intended for that area.

Plans and drawings of the new building were reviewed, depictions of elevations, building footprints, and various building aspects were included in the application materials. There were questions regarding the slope of the land at the bank behind the building; Ms. Wade indicated that Sugarbush is waiting for geotechnical information to determine if anything needs to be stabilized there. It was pointed out that Fire Department access should be reviewed by the Chief, and that the Department may have additional requirements outside of the standard code allowances.

Landscaping and exterior lighting plans were reviewed, as well as the interior floor plans.

Ms. Wade outlined Conditional Use standard compliance, noting that most of those standards are also covered in the PUD requirements. Items she noted included

- the creation of a trip generation analysis
- bike and pedestrian access to be noted on a map
- the enclosing of dumpsters
- no need for food service/deliveries
- skiing equipment likely to be stored at employee lockers at the Resort Base Area
- bike racks will be available, although it is anticipated that bikes will be stored in rooms
- additional mechanical information will be provided for final review, including heat pump information
- no signs other than a display of the 911 address are planned
- the site is not adjacent to local brooks; there is a stormwater ditch that runs through the site which originates in Sugarbush Village
- stormwater construction permitting will be in place

Performance standards were discussed briefly, with none appearing to require special consideration. It was noted that there are no children anticipated to be living in the new building, and therefore no impact on the school population.

The requested items to be submitted before the next appearance before the DRB were outlined as follows:

- Potential for 20 units on the acre being transferred should be demonstrated
- Walkability plan
- Offsite parking possibilities
- Summer parking needs addressed
- Location and lighting of pedestrian paths
- Technical information regarding sprinkler system and associated water availability
- Slope evaluation
- Written review provided by Fire Department
- Proposed trigger(s) for provision of additional dedicated parking
- Language regarding this project supporting the overall need for housing in the area

MOTION by Mr. Monte to conclude the Preliminary Plan Review for Application 2023-02-CU-PUD and to schedule a Final Review for August 7, 2023 at 7 pm. **SECOND** by Mr. Behn. **VOTE:** All in favor, the motion carries.

It was agreed to schedule a site visit at the August 7 meeting, unless Sugarbush provides notification that a site visit would be more beneficial if scheduled to take place at a time just prior to that meeting.

Other Business:

The logistics of rehearing two applications (Meranus and Tower House) were discussed. These were approved under the draft LUDRs, which were under review at the time of these applications, but have been rejected by the Selectboard at this point. Both hearings have been scheduled for May 15, 2023.

Minutes were signed.

The upcoming schedule was reviewed.

The meeting adjourned at 9:59 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

Development Review Board

Peter Monte, Chair Date

Chris Behn Date

Devin Klein Corrigan Date

Megan Moffroid Date

Jeff Schoellkopf Date