

**Town of Warren
Development Review Board
Minutes of Meeting
Monday, November 6, 2023**

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

Members Present: Chris Behn, Megan Moffroid, Peter Monte (Chair), Jeff Schoellkopf
Staff Present: Ruth Robbins (ZA), Carol Chamberlin (Recording Secretary)
Others Present: George Abad, Bruce Falconer, Whitney Phillips, Tammy Tuck, Margo Wade (Sugarbush)

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

Application #2023-02-CU-PUD submitted by Sugarbush Mountain Resort for Final Plan Review for the redevelopment of the former Rosita's Restaurant site and a change of use at the adjacent former Sugartree B&B. The Rosita's project proposes creation of a four-story building housing 28 studio apartments (seven on each floor) along with four floors of congregate living. The congregate living units meet the definition of Boarding House. Each Boarding House contains 24 single occupancy bedrooms with shared living, dining, kitchen and bathroom facilities. A total of 38 residential units are proposed at the sites. Twenty-eight studio apartments and 8 boarding houses within the Rosita's building and one single family and one boarding house at Sugartree. The Rosita's Building contains a total of 192 single occupancy bedrooms and 28 studio apartments. The Sugartree property contains a three-bedroom single family home attached to a 10-room boarding house (former Inn) and will typically house 25 residents. This application also includes a boundary line adjustment with an adjacent parcel that is owned by the Resort. The property is located at 2500 Sugarbush Access Road and is comprised of 13.59 acres +/-, parcel id # 005009-6 and the adjacent parcel involved with the Boundary Line adjustment is parcel id # 250030, located over two zoning districts, Vacation Residential & Sugarbush Village Commercial. Sketch Plan Review for this project took place on January 30, 2023. Preliminary Plan Review was held on April 17, 2023.

This Final Plan Review is continued from October 16, 2023.

Receipt of the required letter from Mad River Valley Ambulance Service was acknowledged, and it was noted that this satisfies the DRB request for documentation.

Ms. Wade also noted that an email of support had been received, and thanked the sender.

MOTION by Mr. Monte to determine that the record for Application #2023-02-CU-PUD is complete and to grant final approval for the project subject to the conditions affirmed by DRB vote as well as the customary permit conditions. **SECOND** by Mr. Behn. **VOTE:** All in favor, the motion carries.

Application #2023-12-CU submitted by Tammy Tuck & Bruce Falconer are requesting Conditional Use approval for the development of an Accessory Dwelling located at 290 Dump Road, parcel ID # 922001-000 in the Rural Residential District.

It was noted that site visit was held earlier in the day, attended by Whitney Phillips, Tammy Tuck, Bruce Falconer, Peter Monte (DRB Chair) and Ruth Robbins (ZA). What was observed during the visit was that the entire area proposed for development is on open land, in an area near the road.; that driveway access will be from the existing driveway; and that the septic system will also be constructed on open

land. Mr. Phillips confirmed that measurements were taken at the site, and the setbacks are all in conformance with the District standards.

Mr. Phillips explained the project, noting that the ADU will serve as additional housing, and possibly as a future Airbnb site. He noted that the building is planned to be a single level, and confirmed that it will be served by a separate septic system. He clarified some further site information that was included on the site plan, and Mr. Monte explained that the structure must be built in accordance with the plan submitted. Mr. Monte also noted that any future change of use for the building will require further review, including its needing to become a primary dwelling should a future subdivision place it on a separate lot.

Board members reviewed Conditional Use Standards.

MOTION by Mr. Monte to find that the General Standards of Section 5.3 A 1 – 4 are satisfied by the application materials presented. **SECOND** by Ms. Moffroid. **VOTE:** All in favor, the motion carries.

MOTION by Mr. Monte to find that the General Standards outlined in Section 5.3 A 5 are not applicable to this application. **SECOND** by Mr. Behn. **VOTE:** All in favor, the motion carries.

No Board member indicated that any of the Specific Conditional Use Standards needed to be addressed.

Mr. Phillips noted that a couple of trees along the roadway will be removed for safety reasons, but no cutting for a view or other reason is planned.

MOTION by Mr. Behn to grant approval for Application #2023-12-CU be granted, subject to the usual conditions. **SECOND** by Mr. Schoellkopf. **VOTE:** All in favor, the motion carries.

Other Business:

Rouleau application – Ms. Robbins noted that further review of the Rouleau application is scheduled for November 20. Mr. Abad had some comments to offer regarding current activity at the Rouleau property, and was advised to discuss this with Ms. Robbins, as it is not a DRB matter at this point.

Sugarbush decision – The logistics of working through the language of the Decision to be issued for the Sugarbush Rosita’s project were discussed. There was some discussion regarding whether to allocate some of the parking spots adjacent to the building as visitor parking. Ms. Wade was hesitant to do so, but agreed with the DRB request to place signage at the spaces in front of the building as follows: 3 for ADA parking, 5 for service vehicle parking, and 4 for visitor parking. This will allow for 81 non-ADA residential parking spaces, and a total of 84 residential parking spaces. Mr. Monte noted that changes to this configuration may be considered upon future request by Sugarbush.

It was discussed that some of the characteristics of a boarding house or PUD are indicated in several of the findings outlined by Ms. Wade; she provided some further information regarding how the logistics and layout of the interior of the building ties in with the definition of a boarding house.

Ms. Moffroid pointed out some editing that was needed regarding invasive species language.

Ms. Wade agreed to expand the headings of the density table included in the findings, to help clarify the information presented.

Minutes, mylars – Minutes were signed and mylars reviewed.

LURD update – Ms. Robbins indicated that the Selectboard had nearly completed their review of the draft LUDRs, and planned to discuss several areas with Brandy of PlaceSense for clarification. This appears to have been complicated by Brandy’s unexpected, potentially long-term, departure to New Zealand.

Adjournment

The meeting adjourned at 8:34 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