

**Town of Warren
Development Review Board
Minutes of Meeting
Monday, August 5, 2024**

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

Members Present: Chris Behn, Bob Kaufmann, Megan Moffroid, Chris Noone, Jeff Schoellkopf
Staff Present: Ruth Robbins (ZA)
Others Present: Jim Crafts, Chris Knortz, Caroline McHugh, Ellen Strauss

The meeting was called to order by Mr. Schoellkopf at 7:00 pm.

Application # 2024-08-CU by Caroline McHugh and Chris Knortz are requesting Conditional Use approval for construction of a single family dwelling and associated infrastructure in the Forest Reserve District. The property is located on Cider Mountain Road, Lot 3 of the Chisel Tooth Subdivision and listed as parcel id # 012003-003 in the Warren Grand List.

It was outlined that the Board had previously approved a single family residence on this property for a different applicant, and that the current proposal is for a smaller house.

Mr. Behn explained that he was the realtor for the sale to the current owners; there were no objections to his participating in the hearing.

Mr. Schoellkopf noted that the previous approval did not include the usual conditions imposed for development in the Forest Reserve District related to the requirement for non-reflective glass or screening on some or all of the windows. Ms. Strauss explained that this was due to the configuration of the land and nearby development, all of which serves to provide screening of the property from sight from public viewpoints.

Ms. Strauss also indicated that final Act 250 approval has been provided, and that a proposed tree line, stream relocation, and other aspects of the development are included in those materials. Board members asked for confirmation that the proposed tree line included in the Act 250 materials is similar to what was approved for tree cutting on the previous approval.

Ms. Strauss also reminded the Board members that the previous approval included moving the building envelope from what was approved in the original subdivision approval.

Board members referred to the previous Notice of Decision for the parcel, and found that what was included in #2, #4, and #10 were not applicable, as the new building envelope had already been approved. Otherwise, it was agreed that the previous findings were applicable to this proposal, with some language added regarding the limited disturbance and tree line parameters included in the Act 250 approval. The applicants were advised that no cutting is allowed on slopes of greater than 25%, even within the area where permission for limited disturbance has been granted.

It was agreed by the Board that, compared to the previously approved plans, this proposal is likely to be less intrusive; however, there was some discussion of the need to ensure that no obtrusive glare will be caused by any installation of roof-mounted solar panels.

MOTION: Mr. Schoellkopf made a motion to find that the Findings of Fact and Conclusion of Law Numbers 3, 5, 6, 8, 9, and 11, outlined in the Notice of Decision for Application #2022-07-SD-CU, all apply to this Application as well. **SECOND** by Mr. Behn. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Behn made a motion to incorporate the Act 250 Final Map, depicting limits of tree clearing and an intact tree line to remain in place; and to find that this depiction satisfies the requirements outlined in Table 2.1 of Section 2.1F (1) of the LUDRs. **SECOND** by Mr. Schoellkopf. **VOTE:** All in favor, the motion carries.

It was confirmed that the property is in the Forest Reserve District, that dimensional standards have been met in the application materials, no supplemental standards need to be addressed, muted colors are proposed for the exterior of the structures, and the development is located downslope of ridgelines.

MOTION: Mr. Behn made a motion to find that the proposal meets the criteria for Conditional Use Review in the Forest Reserve District. **SECOND** by Mr. Kaufman. **VOTE:** All in favor, the motion carries.

The Board then reviewed the Conditional Use Standards.

MOTION: Mr. Behn made a motion to find that the Standards of Section 5.3, numbers 1 through 5, are either satisfied or not applicable. **SECOND** by Chris Noone. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Schoellkopf made a motion to find that, given the findings made previously regarding development at this site, there is no need to apply any of the specific Conditional Use Standards to this application. **SECOND** by Mr. Kaufman. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Behn made a motion to approve Application 2024-08-CU, based upon the findings and conditions outlined, and subject to all the standard approval conditions. **SECOND** by Mr. Kaufman. **VOTE:** All in favor, the motion carries.

Ms. Moffroid joined the meeting at this point.

Other Business:

Ruth provided Board members with a copy of the previously adopted Rules of Procedure for their review and feedback.

She also indicated that Maria Burfoot and Jon Stack are likely to be appointed as alternate Board members at the next Selectboard meeting.

There was some discussion of who might serve as Board Chair going forward, as Peter Monte is no longer a Board member. Mr. Schoellkopf indicated that he is willing to serve when he is available in person, but felt uncomfortable running a meeting when he needs to attend via Zoom. Mr. Behn, as well as Ms. Moffroid, expressed their willingness to step in as Chair when needed.

There was also some discussion regarding the new LUDRs, which will require some research during meetings once they are adopted and in force.

MOTION: Mr. Behn made a motion to appoint Mr. Schoellkopf as Acting Chair due to the departure of Mr. Monte from the Board. **SECOND** by Mr. Noone. **VOTE:** Motion carries with Mr. Schoellkopf abstaining and the rest in favor.

MOTION: Ms. Moffroid made a motion to appoint Mr. Behn as Acting Vice Chair. **SECOND** by Mr. Schoellkopf. **VOTE:** Motion carries with Mr. Behn abstaining and the rest in favor.

Minutes were signed.

Adjournment

The meeting adjourned at 7:47 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

Development Review Board

Jeff Schoellkopf Date

Chris Behn Date

Chris Noone Date

Megan Moffroid Date

Bob Kaufman Date