

**Town of Warren
Development Review Board
Minutes of Meeting
Monday, October 7, 2024**

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

Members Present: Chris Behn, Maria Burfoot, Megan Moffroid, Jeff Schoellkopf
Staff Present: Jeff Campbell (Fire Chief), Ruth Robbins (ZA)
Others Present: Tom Anderson, Chris DelBrocco, Charlie Firestone, Sarina Gulisano, Philip Kiefer, Katelyn Long, Derrick Masters, Brice Ruiz, John Vitko, Rebecca Willis, Adam Zawistowski

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

Application # 2024-06-CU by John Vitko and Sarina Gulisano requesting Conditional Use approval for the roasting of coffee to be conducted in a 200 square foot +/- area within the hangar at 2535 Airport Road, parcel id# 009003-700 in the Airport Commercial District.

This hearing was continued from September 16, 2024.

Mr. Schoellkopf recapped the decisions made regarding this application at the September 16 DRB Hearing. He noted that the additional information required by the Board was evidence that there is a legitimate access point to the site, and that there is sufficient parking space on site for at least six vehicles.

Mr. Vitko explained that more exact survey measurements had been provided based upon the locations of pins which had been determined. He indicated on a map where the parking spaces will be located, as well as access to those spaces; confirming that all parking will be located on the parcel that he and Ms. Gulisano own. Seventy feet of space is depicted on the map, providing for 7 or 8 spaces which can be created. He also pointed out that there is an easement included in the deed to the property, providing an access point directly on the center of the property line facing the roadway. Ms. Robbins noted that Mr. Masters had confirmed this information, which he acknowledged; it was agreed that there are no issues between the property owners and the hangar organization regarding legitimate access to the hangar site.

Board members confirmed that there were no other open questions regarding this application.

MOTION: Mr. Behn made a motion to find, based on the map and testimony provided, that there is sufficient space on the parcel owned by the application for parking and loading/unloading of vehicles. **SECOND** by Mr. Schoellkopf. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Behn made a motion to find that Section 5.3B (4) of the Regulations has been satisfied. **SECOND** by Ms. Moffroid. **VOTE:** All in favor, the motion carries.

Mr. DelBrocco commented on the continuation of parking and access to the site; some of the prior history of the site use and related fees charged were explained, and it was confirmed that the applicants intend to have all parking on the site which they own.

MOTION: Mr. Behn made a motion to approve Application #2024-06-CU, subject to the conditions imposed during the hearing and the usual conditions. **SECOND** by Mr. Schoellkopf, who reiterated that the Board did not review the particulars of the curb cut or access to the property, as evidence was presented to demonstrate there is legal access to the property by the applicants. **VOTE:** All in favor, the motion carries.

Application # 2024-08-CU submitted by Rebecca Willis and Brice Ruiz requesting Conditional Use approval for construction of a single family dwelling and associated infrastructure in the Forest Reserve District. The property is located at 812 Cider Mountain Road and listed as parcel id # 012003-001 in the Warren Grand List.

This hearing was continued from July 15, 2024.

Ms. Robbins summarized that the building dimensions had not been finalized at the point of the last meeting, and that relief from the previous fire suppression requirements had been sought by the applicants.

Jeff Campbell, Fire Chief, had provided a letter outlining that the fire suppression infrastructure required for the previously applied for dwelling could be removed for this dwelling, with conditions outlined for any change in the size or ownership of the structure.

Ms. Willis and Mr. Ruiz outlined their modified building plans, which are for a single story dwelling of 650 square feet. The living space is the same as in the original plan, but with a slightly larger footprint and removal of the loft area. They confirmed that there will be no pylon placement in the area of the parcel which drops off; they will be installed on a fairly level area.

The letter provided by the Fire Department approves the suspension of the requirement to install a sprinkler system in the house, as long as the footprint does not exceed 650 square feet. The letter also outlines some conditions, including that no electric vehicle charging will take place within 50 feet of the structure, and that fire-retardant materials be used for 80% of the interior finishes. Some of the construction materials to be used were discussed, and Mr. Behn reminded the applicants to be cognizant of this requirement as they finalize their plans.

It was discussed that the applicants are designing a dwelling with an anticipated 650 square feet of living space, which requires a building footprint larger than 650 square feet. It was agreed after this discussion that an adjusted letter of approval from the Fire Department would be appropriate; Mr. Campbell expressed that using living space as the metric for approval is preferable, and that he would change the letter suspending the requirement for a sprinkler system accordingly.

MOTION: Ms. Moffroid made a motion to condition approval of the application on the living space not exceeding 650 square feet, with all other findings and conditions approved at the July 15, 2024 meeting to remain intact. **SECOND** by Ms. Burfoot. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Behn made a motion to condition approval of the application on receipt of a revised letter from the Fire Department, changing references of 'footprint' to 'living space.' **SECOND** by Ms. Moffroid. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Schoellkopf, based upon the Fire Department's agreement to allow for an exemption of the sprinkler requirement, made a motion to require that any expansion of the living space in the dwelling or any change in ownership of the dwelling will result in a requirement that a sprinkler system be installed at the residence. **SECOND** by Mr. Behn. **VOTE:** All in favor, the motion carries.

MOTION: Mr. Behn made a motion to approve Application 2024-08-CU, subject to the conditions imposed during the hearing and the usual conditions. **SECOND** by Ms. Moffroid. **VOTE:** All in favor, the motion carries.

During the hearing, Mr. Behn raised the matter of how the current or future Zoning Administrator is alerted to the need for continued compliance with Conditional Use approval. Ms. Robbins noted that for many CU approvals, the parcel is in a zoning district which would trigger further review for new applications. Mr. Behn indicated that, with proposed changes to the LUDRs, this may not be the case for many parcels going forward, and suggested that further review of this take place in order to ensure that conditions such as those imposed through the Fire Department's letter are adhered to at any point of future development on the property.

Other Business:

Minutes were signed.

The upcoming schedule was reviewed.

Adjournment

The meeting adjourned at 8:08 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

Development Review Board

Jeff Schoellkopf Date

Chris Behn Date

Maria Burfoot Date

Megan Moffroid Date