

**Town of Warren
Development Review Board
Minutes of Meeting
Monday, May 19 2025**

Members Present: Maria Burfoot, Jon Rickard, Jeff Schoellkopf
Staff Present: Ruth Robbins (ZA)
Others Present: Elizabeth Swartz, Richard Swartz

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

Application # 2025-02-CU submitted by Richard & Elizabeth Swartz requests a Conditional Use approval for the building of a two-car garage that requires a Set-back Waiver. The property is located at 410 Stony Hill Rd consisting of 2.79 +/- acres, parcel id# 016005-510 in the Rural Residential District.

This hearing was continued from April 21, 2025.

Mr. Schoellkopf noted that the application is for both a property line setback waiver and a stream buffer reduction, and that the minutes of the April 21 meeting reflect that the Board is seeking more clarity regarding which portion of the garage is beyond the setback, what the length of the garage is, if there is screening planned between the garage and the adjacent neighbors, and what the setback from the stream is currently/will be after proposed construction.

The request for a property line setback was discussed, and Mr. Schoellkopf explained that, because there is no survey available which indicates the exact boundary line, the Swartzes have a potential for some risk if a future survey shows that they had actually encroached further on the property line setback than was approved. Mr. and Ms. Swartz indicated that they were comfortable with the location of the existing survey pins, but accepted Mr. Schoellkopf's advice to request to full 30% waiver of 7.5' so that they were protected in the case of a future survey indicating a slight change in the property line.

The applicants provided a letter from Melissa and Ryan Gray, the neighbors closest to the house/garage site, stating that they felt the existing screening is sufficient. Mr. and Mrs. Swartz confirmed that no additional lighting will be installed that will be pointed towards the Gray's property, and that all exterior lighting will comply with regulations.

It was confirmed that the stream in question is depicted on USGS maps, and so required buffer distances must be adhered to. It was discussed that the currently proposed location of the garage comes within 30-40 feet of the stream. Some potential design specifics and possibilities were mentioned, and Mr. Swartz indicated that he will attempt to redesign the garage to meet the 50' setback that is required, as it was noted that the DRB is able to reduce the 100' required buffer through the Conditional Use process. It was agreed to schedule a site visit so that DRB members can have a better understanding of the site, stream location, and topography.

MOTION: *Mr. Schoellkopf moved to grant a 30% waiver of the side yard setback on the west side of the Swartz property. The motion was seconded by Ms. Burfoot and passed unanimously.*

Board members expressed no concerns regarding the size of the garage footprint.

The Board members reviewed Conditional Use Standards.

MOTION: *Mr. Schoellkopf moved to find that the Standards outlined in Section 5.3 (A) 1 - 5 of the LUDRs have been satisfied by the application materials presented or are not applicable. The motion was seconded by Ms. Burfoot and passed unanimously.*

MOTION: *Mr. Schoellkopf moved to find that the Standards outlined in Section 5.3 (B) 1 – 6 do not require any action by the Board. The motion was seconded by Ms. Burfoot and passed unanimously.*

It was agreed that the other Standards included in Section B, related to surface water and protection of natural resources, would be addressed at the next meeting.

It was agreed to schedule a site visit for Tuesday, May 27, and to continue this hearing until a future DRB meeting.

Other Business

A preliminary mylar for the recently approved Robinson subdivision was reviewed.

Decisions were signed.

The upcoming schedule was reviewed.

The Minutes of 04/21/2025 were signed.

Adjournment

The meeting adjourned at 8:02 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

Development Review Board

Jeff Schoellkopf Date

Maria Burfoot Date

Jon Rickard Date