

**Town of Warren
Development Review Board
Minutes of Meeting
Wednesday, February 18, 2026**

Members Present: Chris Behn, Maria Burfoot, Jon Rickard, Jeff Schoellkopf
Staff Present: Ruth Robbins (ZA)
Others Present: Kevin Babic (Sugarbush), Melissa Hadder, Ken Howe, Joel Rhodes (Sugarbush), Ellen Rosenberg, Jim Westhelle (Sugarbush), Bob A.? (on Zoom)

The meeting was called to order by Mr. Schoellkopf at 7:03 pm.

Application # 2026-02-CU submitted by Sugarbush Mountain Resort, Inc. requesting a Conditional Use Approval for the establishment of a Temporary Structure [Clubhouse] while the Clubhouse that was destroyed by fire is rebuilt. The property is located at 1091 Golf course Rd., parcel id# 053001-2, consisting of 169 +/- acres in the Rural Residential District.

Mr. Schoellkopf explained that the application was before the Board in order to request that a period of longer than one year be allowed for a temporary structure, as the additional time is needed to reconstruct the Clubhouse, and the Zoning Administrator's authority only allows for permitting a temporary structure for a period of one year. Board members all confirmed their familiarity with the site.

Mr. Westhelle provided an estimate of the timeline needed for completion of the new permanent clubhouse, noting that architectural work is anticipated to take 3-4 months and the Act 250 process another 3-4 months, indicating a likely start date of construction in the Spring of 2027.

The Sugarbush representatives explained that the site for the proposed temporary clubhouse is on a fairly level location, outside of the footprint needed for rebuilding the permanent structures, that the temporary building will be approximately 30 feet by 50 feet in size, and will house the pro shop, administrative offices, storage, and an approximately 30-seat restaurant. A deck with seating is planned for the exterior. Grading plans are being completed, as the access will be made ADA compliant. There will be some ADA parking at the temporary building; the rest of the clubhouse parking will remain in its current location.

Mr. Babic confirmed that a contract is already in place for the reconstruction of the permanent clubhouse, and that the costs will be covered by insurance, allaying concerns that the temporary structure may be in place for an extended number of years. He also noted that the insurance company will own the temporary building, and will ensure that it is removed when no longer needed.

The Board reviewed stormwater runoff plans, and it was explained by Sugarbush staff that power will be brought across the road along with the water line. It was confirmed that the building will meet fire and safety standards, and that the parking lot and cart storage areas will not be changed. Minimal landscaping is planned, although reseeding will be completed, and a small retaining wall along the cart path will be put in place.

Board members agreed that reviewing the application under Conditional Use was appropriate.

Ellen Rosenberg, who owns the adjoining property closest to the clubhouse, asked to be provided with any plans for mitigation impacts to her property, particularly regarding runoff and noise. It was explained that, although the temporary clubhouse will be about 100 feet closer to Ms. Rosenbergs house, there will still be about a 400-foot area between the two structures. Mr. Westhelle explained that the hours of operation for the restaurant will not be changing, and that

the capacity of the temporary building is about 100 seats fewer than the original clubhouse, including both the restaurant and deck seating. The deck is sited in a similar direction, facing the roadway. It was also outlined that there will only be two years of operations in the temporary building, during the warm weather months only.

Ms. Hadder and Mr. Howe, who currently live in the Rosenberg house, asked about the plans for the new permanent building, and the review process for Town approval was outlined for them. The Act 250 process was also explained for those present.

MOTION: *Mr. Schoellkopf moved to find that the proposed structure will continue a preexisting use established prior to Warren's adoption of Land Use and Development Regulations, and therefore the continuation of this use is allowed. The motion was seconded by Mr. Behn, and passed unanimously.*

MOTION: *Mr. Schoellkopf moved to find that the plans as proposed do not include any tree removal, that there are currently trees existing between the proposed structure and nearby neighbors, that there will be continued use of the water supply and wastewater system which are included in existing permits, and that all District setback distances are met in the proposed plans. The motion was seconded by Ms. Burfoot, and passed unanimously.*

MOTION: *Mr. Behn moved to include an expiration date of June 1, 2028 as a condition to any approval of this application. The motion was seconded by Mr. Schoellkopf, and passed unanimously.*

The General Standards of Conditional Use Review were reviewed by the Board.

MOTION: *Mr. Behn moved to find that Standard A1 is satisfied by the plans presented. The motion was seconded by Mr. Rickard, and passed unanimously.*

MOTION: *Mr. Schoellkopf moved to find that the impact on the character of the neighborhood is not significant due to the temporary nature of the development; therefore, Standard A2 does not need to be addressed. The motion was seconded by Mr. Behn, and passed unanimously.*

It was noted that there are no changes anticipated in area traffic as a result of the temporary clubhouse.

MOTION: *Mr. Behn moved to find that Standards A3, A4, and A5 are either satisfied by the application materials or not applicable. The motion was seconded by Ms. Burfoot, and passed unanimously.*

Lighting at the site was discussed; the applicants indicated their understanding of the need for downcast/timed exterior lighting. They also noted that in summertime there is minimal need for exterior lighting, and that the latest time that customers are at the clubhouse is 10:00 pm.

Based on this information, and the application materials, no Board members felt that there were no Specific Standards for Conditional Use that needed to be addressed.

MOTION: *Mr. Behn moved to approve the application for a temporary club house, subject to the usual conditions and any conditions put in place by the Board during the hearing. The motion was seconded by Mr. Schoellkopf, and passed unanimously.*

Other Business

Board membership was discussed.

Decisions and Minutes were signed.

Adjournment

The meeting adjourned at 8:23 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary

Development Review Board

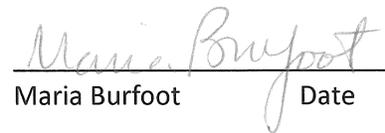
 3/5/26

Jeff Schoellkopf Date

 03/06/26

Chris Behn Date

Jon Rickard Date

 3/5/26

Maria Burfoot Date

