

WEST WINDSOR DEVELOPMENT REVIEW BOARD

Minutes
May 16, 2019

Present: Shannon Harrington, Barbara Truex, Bruce Boedtke, Dick Beatty, Jane Hoisington, Courtney McKaig, Randy Perry, Tom Kenyon, Deb Shearer, Glenn and Shelley Seward

1. Call to Order – DRB Vice Chair Barbara Truex called the meeting to order at 6:25 PM, following site visits to the MacEwen property on Brownsville-Hartland Road (parcel #9-20) and the Ascutney Outdoor Center (AOC) 449 Ski Tow Road (parcel #3-311) in connection with the public hearings on the agenda for tonight.

2. Changes or Additions - None

3. **PUBLIC HEARING 2710**– Barbara opened the hearing on application #2710 by Glenn Seward for a retail shop in the basement of the AOC. She read the hearing warning. The proposed development is subject to review under Section 5.2 of the West Windsor Zoning Regulations. Shannon Harrington recused herself from the hearing as she had worked on the original CU application # 2658 for the AOC. Barbara swore in Glenn and Shelley Seward, who were the only interested parties present. Glenn explained that the AOC is a fully permitted facility owned and operated by Ascutney Outdoors (AO) a non-profit. Originally, AO planned office space for the lower level. It became apparent the approx. 1,000 sq. ft. space would better support the AO mission as a retail bike shop. Although they have a letter of understanding with Paradise Sports, they would like to keep the permitting of the retail space generic to have flexibility in winter season or switch businesses if in the future, the agreement doesn't work out for either party. He was not sure what days or hours Paradise Sports is planning to keep, but to keep with the generic theme, the business hours for the permit would reflect operating 8am- 8pm 7 days per week. Glenn stated adding the shop will not need an amendment to waste water permit as it would replace the planned office staffing which AO does not have. He continued that there is ample parking for the shop with 900 overflow spaces across the street. Jane asked about chemicals associated with bike repair. Glenn said the AO center is a carry in carry out facility and any trash generated would be removed by Paradise. Signage: Considering the addition of retail space, AO would like to move the sign further down the driveway and make it bit larger as depicted in the design he submitted. The dimension of the support posts would remain the same. A generic "bike shop open" type sign would hang on the bottom in place of where the hanging flower basket is now. The new placement was marked flags the DRB saw at the site visit. Barbara asked if a sign closer to the road would block the sight line to the west of a car exiting the driveway. Glenn said they could put up a template and adjust it before they made the position permanent. Also, at present the sign is not lit but they would like the ability to light it in the future. The lighting would be and downlit and would adhere to all ACT 250 requirements on lighting. As for the Conditional Use requirements, Glenn said adding a retail shop would not materially change anything from what was in the original application for the AO Center. **Dick moved to close the public hearing. Bruce seconded the motion, which passed unanimously.**

4. The Board deliberated in public. **Dick made a motion to approve the application #2710 for a retail space in the lower level of the AOC depicted as office space in the site plan and approve the relocation of the sign set forth in the application. Jane seconded, all members were in favor and the motion passed unanimously.**

5. **PUBLIC HEARING 2711**–DRB Chair Shannon Harrington opened the hearing 6:40pm. by Peter MacEwen for access to parcel 9-20. Shannon read the hearing warning. The applicant couldn't attend but sent a message which Deb read to the Board. Randy Perry was representing the applicant and sworn in. Shannon noted that DRB received a letter from abutter Ted Knox who could not be present but had questions and would like interested person status. Shannon asked Randy for an overview of the project. He said the Hale property which Peter was interested in buying, the frontage the property had was too steep for usable access. Peter purchased a ROW from the Wagner's (prop #9-37). Before it was purchased Randy

had with the State, he said they said they did not have an issue with the watershed and if the access road was going to cross the stream it would need a 30 inch culvert. The project has a temporary road access from the Selectboard. They are now seeking permit for a non-residential driveway to access the property for mowing and maintenance. Bruce asked how he was going to build a driveway as there is a fairly deep depression to cross and then slope is 25-30% as the driveway continues. Randy said he planned to fill the depression in accordance to the Town's standards and requirements. Also, about 40' in there is a 30% slope but luckily there is ledge on the upper side so when cutting for the drive there would be little chance of it sliding. At the western edge, he plans to cut some off the top and go around the corner. If the stream does become an issue, he could find a compromise it would be a little steeper than he would like but still work for a tractor. He said it would be important to pick the material he uses in the steep section, something heavy so it would stay. Dick asked if the driveway would be more than 10 feet from the Knox property line. Randy said it would be. Barbara asked if the culvert for the stream was 60 feet, would it still be in the ROW. Randy said it would exit onto the MacEwen property so a longer culvert wouldn't be a problem. Jane wanted to know what happens at the top after the driveway crosses the stone wall. Randy said he would make it sure he had the water issues at the top taken care of with the drive but once it crossed the wall it was on Peter's property and he was only going to use it for property maintenance purposes. Reviewing Section 3.2 Access and Frontage Requirements. Dick said he wanted a copy of the deeded easement for the file, as well as the ROW landowners' signature. Shannon asked if the Board was satisfied with the erosion control plan presented. Bruce said he felt although this project didn't need a full-blown engineer study, he would be more comfortable with more information. The DRB determined they need the following information **prior** to the next meeting:

- Landowner signature on application
- Copy of the deed that conveys the ROW
- A copy of any results of meetings with State Agencies listed on the Project Review Sheet
- Erosion control plan—can be map with narrative.
 - centerline profile (existing /proposed) plus
 - (2) sections (existing/proposed)
 - Show drainage

Shannon moved to continue the hearing to 6:30 PM, Thursday May 30th at the Town Hall for further review of application #2711. Barbara seconded the motion, which passed unanimously.

6. Minutes – February 12th: **Shannon moved to approve the minutes of February 12, 2019. Barbara seconded the motion, which passed without objection.**

7. Other Business – None

8. Adjourn – **Dick moved to adjourn at 7:35 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Deb Shearer