

Monkton Development Review Board
Unofficial Meeting Minutes
September 20, 2012
Approved: 11/13/2012

Attendance:

DRB Members Present: Peter Close, Philip Russell, Marsha Abramo, and John Winsor,

DRB Members Absent: Chris Acker, Janet Dermody, and Curtis Layn,

DRB Alternate Present: Thea Gaudette (voting)

Others in Attendance:

The unofficial meeting (not posted) was called to order at 7:55 pm by Peter Close, Chair.

The Board discussed regulations for First Cut. Wendy Sue Harper will make up a First Cut form for the DRB. (Property location, metes and bounds of 1st cut, whether it meets required regulations and set backs, one hearing and fees.)

Marsha Abramo will write the Monkton Select Board about the first cut fee of \$25.00 + warning fee of \$25. The Board asked if the \$25 publication fee covers the cost of the warning. Marsha Abramo will check cost with Chuck Roumas, Town Treasurer.

The Board discussed regulations on warning non-standard or special meetings. Posting must be in two places and one on-site.

New regulations also require signage. The Board would like to have pre-made signs that can be filled in by applicants and posted on their property. Wendy Sue Harper will make this form. Must add this zoning notice to new forms so applicants know they must post it at their property.

Wendy Sue Harper will make a new "interested persons" form that contains email and mailing addresses to help the Board save on postage costs.

Continuing Business

1. Deliberation for Willowell Foundation's Conditional Use application for Property on the Bristol Road 2012-02-CON

Thea Gaudette has been working on the Findings of Fact (FOF). She is writing it in a way so the public can understand it without copious amounts of details.

The Findings of Fact addressed the concerns of the near by landowners. Issues included: increase traffic, Willowell's lack of road maintenance or payments, the location of the proposed septic system in the Ag reserve, light pollution from the new building, control of students and trash on the land, location of proposed caretaker's residence in the Ag reserve, the carrying capacity of the water table, drainage, the proposed pond's location, the potential pond failure and the impact on property. Residents also raised the question of the phasing in of the project.

The July 12th DRB site visit was included on the FOF. Minutes were not taken at the site visit; however, the board asked questions and discussed the proposed height of buildings and the idea of moving the caretaker's residence.

Thea Gaudette says the conditional use reopens this part of the subdivision and the DRB can put in regulations that people were told would be a part of it in the first place. Board members looked for language in the Unified Planning Doc, but did not find it. Two issues raised in light of what residents were told were the maintenance and use of the access road and the restrictions placed on the Ag reserve.

Four conditional uses were summarized:

1) **Community center:** This conditional use is allowed use in this zoning district. The community center covers the art gallery, meeting space, multipurpose room, library, and the classrooms and the commercial kitchen because they are places for further education.

2) **Commercial daycare:** This conditional use is allowed and listed in the regulations on page 26 in Category 1.

3) **Building height:** The proposed building would be built to look like the barn already on the property. Willowell is asking for a height of 45 feet. This is a conditional use. Peter Close will look at building to see what height is essential.

4) **Office space:** The Board assumes that office space is incidental to other uses, and there will be no commercial rental of space in the building.

The Board discussed phasing as it relates to conditional uses. The building phase-in is 12-16 years.

- Phase one (2012-2016; 3-4 years): site work, building on slab, care takers residence, bathrooms, multi purpose room, and preschool with decks, ramps and stairs.
- Phase two (2012-2020; 3-4 years): main big barn building with elevator and two stair towers with decks, ramps and stairs.
- Phase three (2012-2024): large multi-purpose room, reading room and convert silo to a library stacks area.
- Phase four (2025-2028): Fill out mezzanine level, kitchen, terrace.

The Board decided the internal construction schedule is Willowell's decision—phase three and four are internal building projects. Once Phase one is substantially completed, Willowell should reapply for the next building stage.

Conditions the Board decide to include:

1. A bond;
2. Add a specified amount of land to the Northern Ag reserve to replace the acreage consumed by the septic system and access road.
3. New access from the south to the school
4. Moving caretaker's residence out of the Ag reserve and into the southern building envelope with access via the southern access road to Willowell.

The Board discussed access and thought the view-shed could be maintained if land was added to the Northern Ag reserve. The access road remains for homeowners. Overflow parking would be eliminated to the north. No building on either Ag Reserve would be permitted in the future.

For a building of this scale on this property, the septic would have to be in the Ag reserve, however, the Board will ask Willowell to blend the toe per Chris Acker's idea, to minimize the visual impact of the large leach field.

The Board discussed how to maintain the Ag reserve. They discussed the amount of land Willowell needs for a southern driveway access and how it encroaches on the southern Ag reserve. The Board will permit access across the southern Ag Reserve. Land to the north of the access road will be added to the Ag reserve. FOF will clearly state that no other develop is allowed in either Ag reserve. The Ag reserve must be maintained as open land.

The Board decided that the driveway to the caretaker's house must be separate from the residences.

Peter Close suggested that approval be granted pending approval of a new site plan before they can go to final approval. The Board agreed the applicant must have approval of a new site plan.

Building Height:

Thea Gaudette and Peter Close have no problem giving Willowell the height with the aesthetics of a New England barn. Peter Close will examine building plans before next Tuesday.

Commercial Daycare/Preschool:

Number of children for the daycare is not spelled out in Willowell's materials. Approved will be subject to meeting all State requirements.

The 6-acre area the Willowell is giving up for Act 250 was discussed. The Board developed new language: Extend the southern boundary of the northern Ag reserve to the existing ROW serving lots at the east of the property and extend the east and west boundary south to the existing 30 ROW serving lots 2 through 6.

Adjournment

Philip Russell moved to adjourn the meeting at 10:01pm. The motion was seconded by Marsha Abramo and passed 4-0-0.

Respectfully submitted,

Wendy Sue Harper
Recording Secretary