

**WATERBURY PLANNING COMMISSION
MEETING**

Wednesday, April 6, 2011

Approved Minutes

Members: Darren Higgins, Chair; Craig McKenzie; Kane Smart; Jason Wulff; Jeff Whalen; Joel Baker; Rebecca Washburn
Staff: Stephen Lotspeich; Patti Spence
Public: Lawrence Sayah; James Bordeaux
Applicants: Steve Lotspeich, Village of Waterbury

Darren Higgins opened the meeting at 7:00 p.m.

REVIEW MINUTES

The minutes of March 16, 2011 were reviewed.

MOTION

Rebecca Washburn moved and Kane Smart seconded the motion to approve the minutes of March 16, 2011, as amended.

VOTE

The motion passed unanimously.

APP. NO. 32-10-T, WARREN NELSON

At 7:05 p.m. Darren Higgins opened the continued hearing of Application 32-10-T, Warren Nelson, continuation of the Planned Unit Development Review for a 4-lot residential subdivision located at 2320 Blush Hill Rd.

It was agreed to continue application 32-10-T to April 20, 2011 at 7:00 p.m.

APP. NO 05-11-V, VILLAGE OF WATERBURY

At 7:15 p.m. Darren Higgins opened the hearing for App. No. 05-11-V, Village of Waterbury, site plan review for a dog park and bicycle terrain park near the Ice Center of Washington West on River Road in the Village of Waterbury.

Testimony offered by Steve Lotspeich, Community Planner, regarding the project:

1. The bike terrain park has been an ongoing project with approvals from the Board of Trustees.
2. It has progressed to a point where permitting is recommended.
3. In addition there is a proposal to add a fenced-in dog park in the area that is currently a materials storage area.
4. The debris and materials that have been stockpiled in the area need to be cleaned up.
5. The area will be surrounded by a chain-link fence with two gated entrances.
6. This plan has also been submitted to the State for Act 250 approval.
7. Pet waste bags would be made available.
8. An informational sign will be installed with rules, including waste removal.
9. The Town Recreation Committee will be responsible for ongoing maintenance.
10. The momentum is coming from the Recreation Committee. They have taken the initiative after community feedback.

11. Some form of landscaping will be designed for the area when the Town's materials storage area is laid out and permitted.

Testimony offered by James Bordeaux, regarding the bike terrain park.

1. The park will be an attractive extension to the existing Perry Hill bike trails.
2. This is an attractive package to bike enthusiasts who come in to the area because of the great terrain that is offered.
3. The goal is to make it safe, in compliance, and fun.
4. The plan to build 2 platforms that would give a ramped entry into sections of the park.
5. A total of 70 cubic yards of material is proposed to be added, including the material that has already been placed on the bike park site.
6. A Village ZBA review is scheduled for April 26th for the Flood Hazard Area review.
7. A sign will be displayed with park rules.
8. A group of volunteers is designing, building and will maintain the park. The Recreation Committee has been involved and supportive.
9. The applicant will place some 55-gallon drums on the site to hold water for park maintenance.

EXHIBIT LIST:

- | | |
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| Exhibit A | Zoning Permit Application |
| Exhibit B | Site Plan dated 3-11-11 |
| Exhibit C | Concept Plan for Bike Roll-in dated 4-6-11 |
| Exhibit D | Photos of Model for Bike Terrain Park |
| Exhibit E | Sign for Dog Park dated 4-6-11 |
| Exhibit F | Notice sent to Adjacent Landowners dated 3-25-11 |

FINDINGS OF FACT:

General Description:

This project has two major parts: a proposed fenced dog park and a bicycle terrain park located on River Rd. near the Ice Center of Washington West.

The proposed dog park will be an approximately 150' x 150' grass area that will be surrounded by a 4' to 6' tall chain link fence with two gated entrance areas as shown on Exhibit B, the Site Plan. The area currently has approximately 750 cu. yds. of earth material that is stockpiled on the site. It is anticipated that a portion of this material will be trucked to the Moretown Landfill to be used for cover material. Some of the material will be relocated to the Town's existing materials storage area on the southeast end of the site. Approximately 40 cu. yds. of the crushed asphalt material that is currently stockpiled on the site will be used to create a 40' x 50' parking area for the dog park with five parking spaces as shown on the Exhibit B, the Site Plan. Natural wood fencing or boulders will be used to separate this parking area from the adjacent materials storage area. The best of the stockpiled earth material will be graded out for the grass area of the dog park. The entire dog park and proposed parking area will be located outside the current 100-year floodplain, including the floodway. The loop recreation path that was approved in the previous zoning permits for the site, will connect to the dog park, as shown on Exhibit B, the Site Plan.

The existing bike terrain park will be modified to create a 40' x 120' grass parking area with approximately 12 parking spaces for the bike park and the Perry Hill mountain bike trails that are off-site, as shown on Exhibit B, the Site Plan. The existing earth bike jumps that are currently on the site

of this proposed parking area will be relocated to the southeastern end of the bike park in the area shown on the Site Plan. Some of the other terrain features will be re-located and modified within the bike park area as part of the re-design of the park. Two 8' x 8' x 6' tall wooden platforms with two ramps each, called bike roll-ins, will be constructed in the locations shown on Exhibit B, the Site Plan, for launching the riders and bikes. Each launching platform will have railings and a ramp up and ramp down as shown on Exhibit C, the Concept Plan for Bike Roll-in. There will also be a 4' tall split rail fence located along the edge of the right-of-way for River Rd. along the side of the bike terrain park that faces the road, as shown on Exhibit B, the Site Plan. The Waterbury Recreation Committee will be responsible for the maintenance of the bike terrain park.

The Town of Waterbury will be responsible for removing all refuse from the receptacles located at the dog and bike terrain parks.

The entire bike terrain park is located within the 100-year floodplain for the Winooski River. There is approximately 40 cu. yds. of imported fill material that has been used to create the bike jumps and other features. An additional 30 cu. yds. of fill material will be added to finish the terrain park for a total estimated amount of fill material of 70 cu. yds.

There will be two ground signs located on the site, one for the dog park and one for the bicycle terrain park in the locations shown on the Exhibit B, the Site Plan. Each sign will have a 2' x 3' sign panel on one 4" x 4" post and will be approximately 7' tall as shown on Exhibit E, Sign for Dog Park. The signs will include the rules and other information about their respective park areas.

The existing shed will have a 3' x 4' bulletin board located on the side facing the soccer field for information related to the Capital Soccer Club games and other events.

There will be no changes to the access to the park areas via River Rd. The only changes to circulation will be the access drives into the parking areas for the bike and dog parks. There will be no changes to the exterior lighting, landscaping and screening for the overall site. All the existing wooded areas on the site will be retained as shown on Exhibit B, the Site Plan.

Conclusion:

The Planning Commission finds that all applicable site plan review criteria are met.

MOTION

Kane Smart moved and Rebecca Washburn seconded the motion to approve application 05-11-V, Village of Waterbury, for a dog park and bicycle terrain park near the Ice Center of Washington West on River Road in the Village of Waterbury and for additional signage on the existing shed with the following conditions:

- 1. This permit is granted on the condition that the applicant complete the project consistent with the Commission's findings and conclusions and the approved plans and exhibits.*
- 2. Any lights on the interior of the building that are designed or directed so as to increase the amount of light outside of the building require a revision of the site plan.*

The motion passed with 4 approved. Joel Baker abstained from voting based on the findings being incomplete.

PLANNER'S REPORT

1. Steve Lotspeich presented a letter regarding the Town of Richmond's approach and interaction with FEMA regarding the inaccuracy with the FEMA maps.
2. It is recommended that the Village of Waterbury begin the same approach and try to set up a meeting with FEMA via Congressman Peter Welch's office. A letter has been written and will be faxed to the Congressman's office on, or around, April 7, 2011.

ACTION ITEMS

Action Item	Follow Up 1	Follow Up 2	Follow Up 3
3/16/11: The Zoning Administrator is to review the development activity at McDermott/Blush Hill Meadows property of Blush Hill Rd., including examining the clearing limits to see if they are in compliance with the Site Plan Review approval.	04/06/11 Alena met with Dean Salvas to review. Mr. Salvas is getting the Sediment and Erosion Control plans. Another meeting will take place.		
3/16/11: PC to discuss sign regulations, especially in light of the issues discussed that are related to the proposed signs for the new fire stations.			
3/16/11: There was a meeting on 3/23/11 at GMCR regarding the Waterbury LEAP group that is working on a plan to integrate the bike and pedestrian facilities in the area.	4/6/11: Steve Lotspeich attended. The mapping of the corridors was reviewed and is underway.		

ZONING ADMINISTRATOR'S REPORT

ZONING ADMINISTRATORS REPORT			
DATE: April 6, 2011			
PERMIT #	APPLICANT/Owner	Location & Project	ACTION/Resolution
VILLAGE			
05-11-V	Village of Waterbury	546 River Rd [Dog & Bike Park]	Refer to PC & ZBA
06-11-V	Grenier Land Co.	156 Demeritt Place [2 lot subdivision]	Refer to PC & ZBA
07-11-V	Factotum Designs/Grenier Land Co.	156 Demeritt Place [SIGN]	Approved
08-11-V	GMCR/Coffey Enterprises	110 S Main Street [Shop Addition/Accessory Structures]	Refer to PC & ZBA
TOWN			
06-11-T	Union Bank/Thompson	4706 Wat-Stowe Rd {Change of Use}	Approved
07-11-T	Vincent, Val & John	665 Maggies Way [Garage]	Approved
08-11-T	Reed, Tara & Brian	543 E Wind Drive [Single Family Dwelling]	Pending
09-11-T	Judy, Joyce & Ben	255 Laurel Lane [Garage]	Refer to ZBA
ENFORCEMENT			
Action	Name	Location/Description	Resolution
Site Visit	Dean Salvas/Blush Hill Meadows	Kimberly Lane/Clearing Limits	Waiting on Soil Erosion Plan & Site Plan Changes
Site Visit	Amatulli/	1024 Waterbury-Stowe Rd	Permit Application for Sign & Fence Changes
Letter	Faith Covey	2 Winooksi St [Daycare]	Permit Application has been filed-- schedule Site Plan Review
Email	Duncan McDougall/CLIF	Home Occupation not permitted	Meeting Date set

Discussion:

1. Referred case law to Grenier Land Co. that relates to a subdivision application.
2. Amatulli - wants to raise the sign to 15' and then extend another foot over that for the lighting. The Village Commercial Zoning District allows a maximum 15' height, including structural supports. The lights do not provide structural support so would be allowed.
3. Proposed Mansfield Motor Cars on McNeil Rd. off route 100 is proposing revisions to their approved site plan. The Applicant wants to take down two buildings and build a new 3,800 square foot building. Section 304, Non-conforming Uses and Non-complying structures seems to apply to this situation. Is applicant allowed to increase size of a non-conforming structure? It appears that this project would then be reviewed under the conditional use review criteria.

ADJOURNMENT

The meeting was adjourned at 10:00 p.m.

Respectfully Submitted,



Patti Spence
Secretary

**THESE MINUTES WERE APPROVED ON 4-20-11 **