

Town of Elmore,VT

Meeting of the Development Review Board

Meeting Date: Thursday June 6, 2024

Site Visit: None

Minute Status: Draft

DRB Members: Mike Furst, Jason Cohen, Caroline DeVore, Chris Jolly (Chair)

Zoning Administrator: Charles Burnham

Attendance: See attached attendance sheet

Call to Order: 5:47 pm: DRB Chair

- Swear in of meeting participants
- Review of Agenda
- Conflict of interest review
 - None noted
- Minutes for the DRB meeting of May 2, 2024
 - M.F. moves to accept minutes
 - C.J. seconds
 - All vote to approve minutes as written
- Party Status has been requested by the following neighbors:
 - Jarad and Leah Wheeler
 - Ken Haggett
 - Michel Lacasse

1. New Permit Requests

Owner: DUANE LOWELL Z-24-15

Location: 487 CROSS ROAD

Tax Map ID: 07/00/10.00

Zoning District: Rural-East

Request: Conditional Use Review

Project: Construction of a second driveway access off Cross

Road to serve a second single-family residence. Approximately 400' of roadway in the Town Highway R-O-W will be improved.

Cross Road is a Class 4 Town Highway and is not maintained by the town. Review criteria under: a. Section 3.1 B.- pg. 29; and 5.3 (pg. 57)

b. Tables: 2.2 R-E (pg. 9)

c. Section 3.1 H. Access, Driveway, Roads and Frontage Requirements (pg. 31)

General Discussion: Gary Nolan (Agent for the Owner) described the project. A second road access was requested to serve a second single family residence (tiny home) where the owner will reside while the primary residence is completed in the future. Topography and septic system location will restrict the use of the primary driveway access for use for the tiny home. The Road Commissioner originally refused the access permit due to lack of information.

- Concerns brought up by C.D. regarding the second residence on the same lot. Will the tiny home being built first influence the allowable size of the primary home which, in this case will be constructed second.
 - Concerns by the Wheelers:
 - Road erosion and excessive use by Lowell prior to construction of homes.
 - Future maintenance of class IV road is the responsibility of the adjacent landowners
 - Will a second driveway access (if permitted) unduly increase the road maintenance burden on the neighbors
 - Chair reviews conditions from the Elmore Zoning Bylaws section 3.1
 - M.L. (Road Commissioner) reviews some of the maintenance issues that result from each driveway access, including culvert maintenance which, once installed by the owner, are the responsibility of the town to maintain and replace if necessary
 - Don Valentine expresses concerns that allowing any variance from bylaws regarding road access will set a precedence.
 - Owner will be required to work with the road commissioner to ensure the new access (location, grade, culvert size) will be constructed based on the current town standards.
 - Ken Haggett clarifies the location of the road access:
 - Only accessible from the Rt. 12 side of Cross Rd. at the time due to impassible ledge in the Cross Rd. permanently restricting through access from Lacasse Rd.
 - Issues and concerns of abutters should be considered when issuing the access permit.
 - C.J. and other members would like to visit site prior to issuing a decision on this matter
2. M.F. Moves to close hearing and enter deliberative session; C.J. seconds. With unanimous approval meeting is adjourned at 6:55
 3. Deliberative Session: Entered 6:55; Meeting closed 7:15
 4. Next Meeting of the DRB scheduled for July 11,2024. There is currently no agenda.

Draft minutes submitted by JC June 13, 2024

Town Of Elmore
Meeting Attendance Record

ENTER MEETING DATE:	JUNE 6, 2024
ENTER MEETING NAME:	DRB - WARNED HEARING

CHECK ALL THAT APPLY
REASON FOR ATTENDING

Reason for Attendance

YOUR NAME (printed)	Observer	Interested Party	Principal Party	Expert or Consultant	WHY ARE YOU ATTENDING?
CHARLES BURHAM					ZA,
Gary Nolan					APPLICANT - AGENT
Michel Lacasse		X	X		Road Commissioner / Abutter
SADIE WHEELER		X			PERMIT QUESTIONS
Duane Cornell			X		Requesting Permit
Kent Taggett			X		neighbor
Mike Furst					DRB
Jason Cole					DRB
Caroline Moore			✓		DRB Member
Don Valentine		✓			former ZA
CHRIS JOLY					DRB