

Minutes of the East Montpelier Development Review Board

Approved 9/5/23

June 6, 2023

DRB Members Present: Steve Kappel, Steve Justis, Glenn Weyant, Kim Watson, Nik Khosla, Mark Lane, Norman Hill (zoom), Clarice Cutler (zoom), Jeff Cueto (zoom)

DRB Members Absent:

Others Present: Tyson Brown (Zoning Administrator), Deirdre Connelly, Doug Scott

Call to Order: 7:03 p.m.

Additions to Agenda: Ms. Watson requested time to discuss the Zoning Administrator Alternate position.

Public Comment: None.

Chair Kappel welcomed Mr. Khosla and the members of the DRB introduced themselves.

Conditional Use Review of Application 23-009

The Chair opened the hearing at 7:06 pm by reading the warning: “Conditional use review of Application 23-009, Submitted by Doug Scott for the construction of a new 16’ by 9’ front entry/mud room on existing dwelling. The property in question lies in the Flood Zone. Any substantial improvement to an existing structure in a flood zone must meet the criteria of Land Use Development Regulations (LUDR) Article 9, eliminating or minimizing risk of property loss and approval by the Development Review Board.”

Doug Scott was sworn in at 7:06 p.m. Mr. Scott explained that he would like to add a mudroom addition to his home. The present DRB members reviewed the photos and ZA Brown indicated the approximate shape of the proposed addition. Mr. Hill asked if this addition qualifies as a substantial improvement, which is defined as something that equals or exceeds 50% of the value of the structure before the start of construction. Mr. Cueto also asked if the structure is in the river corridor or floodplain. If it isn’t, Mr. Cueto suggested the addition would not need to come before the DRB.

Ms. Cutler pulled up the maps from the ANR website and the DRB members looked at the structure location on the map. On the ANR maps from the website, the structure is not within the floodplain. Ms. Watson pointed out that the map in the East Montpelier LUDR shows the structure in the floodplain, and noted that the DRB needs the updated maps. Chair Kappel suggested that if the ANR map is the defining map for this decision, then the proposed structure is a permitted use and the permit can be handled by ZA Brown.

Motion: To return application 23-009 to ZA Brown for processing. Made by Ms. Watson, second by Mr. Lane. Passed unanimously.

Ms. Watson mentioned that the PC and DRB requested new maps from CVRPC. Mr. Hill noted the Fontaine application where the property owners reached out to ANR to challenge the river corridor on the maps and ANR agreed and adjusted the maps. Mr. Hill wondered what qualified as a final map and how changes should be communicated to towns. ZA Brown will reach out to CVRPC for map updates.

Zoning Administrator Alternate

Ms. Watson asked Mr. Cueto if he would be interested in the position. He declined. Ms. Cutler noted that a few names came up in the most recent Planning Commission meeting.

Review of Minutes

The board reviewed the February 7, 2023 minutes and made a few edits for clarity.

Motion: To accept the February 7, 2022 minutes with tonight's edits. Made by Mr. Cueto, second by Mr. Hill. Passed unanimously. Nik abstained.

ZA Report and Other Business

The board reviewed the permit report; ZA Brown noted that permits have been slow for the year so far. Mr. Khosla asked why certain permits were marked as pending. ZA Brown explained that the Town Clerk may not have the permits completely recorded or they may still be in the appeal period.

ZA Brown pointed out that the next regularly scheduled meeting would fall on July 4th. The DRB members decided to hold a meeting on the third Tuesday of July if something comes up to necessitate a meeting.

Motion to adjourn. Made by Ms. Watson, second by Mr. Lane. Passed unanimously. Meeting adjourned at 7:45 p.m.

Respectfully submitted by Deirdre Connelly