



**Town of Stowe  
Development Review Board  
Meeting Minutes – July 16, 2024**

A regular meeting of the Development Review Board was held on Tuesday, July 16, 2024, starting at approximately 5:00 pm. The meeting was held at the Stowe Town Office with remote participation using the “Zoom” application.

**Members Present:** Drew Clymer, Peter Roberts, Mary Black, David Kelly, Lynn Altadonna (alternate), and Patricia Gabel

**Staff Present:** Ryan Morrison - Deputy Zoning Administrator, Sarah McShane - Planning & Zoning Director

**Others Present in Person:** [See sign-in attendance sheet]

Meeting Chair Clymer called the meeting to order at approximately 5:00 pm.

The Board approved the agenda for the meeting.

**Development Review Public Hearings**

**Project #: 7325 (Cont. from 6/4)**

**Owner: Stowe Country Club LLC c/o Stowe Mountain Lodge**

**Tax Parcel #: 06-081.000**

**Location: 744 Cape Cod Rd**

**Project: Preliminary Subdivision/PUD Review including Club House, Recreational Amenities, and Residential Uses.**

**Zoning: RR2/RR3**

*[Background/Procedural History: The original public hearing on this application was held on April 2, 2024. The DRB continued the hearing to the time and date certain of June 4th. During the June 4th hearing the DRB approved a procedural order outlining the process and procedures for the remaining hearings and continued the hearing to July 16th. Since June 4th the Applicant has met with municipal staff and is considering potential project amendments. As such, the Applicant has submitted a written request to continue the hearing and amend the procedural order.]*

The Applicant, Sam Gaines, was present and explained his reasons for requesting a continuance. He mentioned that they recently received new information from the Department of Public Works (DPW) and plan to make adjustments to the plans. Staff member McShane noted that at the Board's last meeting, the DRB adopted a procedural order to govern the process of the remaining hearings. She prepared amendments to the procedural order, postponing each meeting and related topics by two weeks.

L.Altadonna inquired about the ability to serve and what the phrase meant in terms of regulatory standards. Chair Clymer suggested the DRB discuss it at a later date and ask DPW for additional information.

44 L.Altadonna made a motion to continue the hearing to the time and date certain of August 6, 2024.  
45 The motion was seconded by M.Black and passed unanimously.

46

47 M.Black made a motion to adopt the amended Procedural Order to apply to the remaining hearings  
48 on Project 7325. L.Altadonna seconded the motion. The motion passed unanimously.

49

50 **Project #: 7380 (Cont. from 6/18)**  
51 **Owner: Shaw Hill Farm LLC**  
52 **Tax Parcel #: 06-176.020**  
53 **Location: 934 Shaw Hill Rd**  
54 **Project: Construct Single-Family Dwelling in RHOD**  
55 **Zoning: RR5/RHOD**

56

57 *[Background/Procedural History: The original public hearing on this application was held on June 18,*  
58 *2024. The DRB continued the hearing to the time and date certain of July 16<sup>th</sup>. The Applicant*  
59 *requested a continuance to incorporate recommended revisions and supply additional information.]*

60

61 Applicant Ted Looney was present via Zoom and explained his reasons for requesting a  
62 continuance. On a motion by M.Black seconded by D.Kelly, the DRB continued the hearing to the  
63 time and date certain of August 20, 2024. The motion passed unanimously.

64

65 **Project #: 7334 (Cont. from 5/21)**  
66 **Owner: Ampersand Properties LLC; Attn: Ken Biedermann**  
67 **Tax Parcel #: 06-088.200**  
68 **Location: Mountain Road**  
69 **Project: Partial Review of General Layout & Meadowland Overlay District [§8.1(4)(2)]**  
70 **Zoning: MRV**

71

72 *[Background/Procedural History: The DRB originally reviewed this application during the April 2nd*  
73 *meeting and subsequently continued the hearing to May 21st and again to July 16th. The Applicant*  
74 *has requested another continuance in order to continue developing a full application.]*

75

76 Staff member explained that the Applicant had submitted a written request for a continuance to  
77 allow additional time to fully develop plans. On a motion by D.Kelly, seconded by M.Black,, the DRB  
78 continued the hearing to the time and date certain of September 17, 2024. The motion passed  
79 unanimously.

80

81 *Project #: 7396/ Owner: Melanie Young Bouchard Revocable Living Trust [this hearing was skipped to*  
82 *allow time for the Applicant's engineer to arrive. The hearing will be heard last on the agenda.]*

83

84 **Project #: 7342**  
85 **Owner: Cyril Brunner**  
86 **Tax Parcel #: 05-031.000**  
87 **Location: 2042 Nebraska Valley Rd**  
88 **Project: Final Review- 2-lot Subdivision.**  
89 **Zoning: RR5/FHD**

90 The Owner/Applicant, Cyril Brunner, was present and sworn in. The Applicant is requesting

91 preliminary and final subdivision review of a 2-lot subdivision. The Applicant provided an  
92 overview of the proposal. He explained the ±16.85-acre property will be subdivided into two lots:  
93 Lot 1 being ±5.96 acres and Lot 2 being ±10.89 acres. Lot 1 contains an existing single-family  
94 dwelling and accessory garage with direct access off Nebraska Valley Road. A new single-family  
95 dwelling is currently under construction on Lot 2, approved by the Zoning Administrator on March  
96 4, 2024 under Project #7317. This new dwelling has separate access to Nebraska Valley Road.

97 Chair Clymer reviewed the subdivision standards and asked for testimony from the Applicant. Mr.  
98 Brunner explained that they have minimized the overall impact of the project by concentrating  
99 development on a small portion of the lot. Engineer Tyler Mumley arrived at 5:19 PM and was  
100 sworn in. The Chair requested Mr. Mumley explain the proposed limits of clearing. Mr. Mumley  
101 explained that except for the wastewater system there is no proposed further expansion of clearing  
102 on the lot. Chair Clymer reviewed each subdivision standard and asked for additional information  
103 on the driveway access. Mr. Mumley explained the process the Applicant went through to obtain a  
104 driveway entrance permit and have the bridge permitted. Mr. Brunner explained that the fire  
105 department had indicated they have limited ability to serve the house site with a larger fire truck.  
106 Mr. Brunner testified that the driveway is existing and the grade is approximately 15-16% at its  
107 steepest. He explained that a well truck and concrete truck recently accessed the house site which  
108 is under construction. Chair Clymer asked for the Applicant to include a building zone on Lot 1 and  
109 Lot 2, surrounding the existing dwellings and limits of clearing.

110 P.Roberts inquired about stormwater and the total impervious surfaces. Mr. Mumley testified that  
111 he is confident the total impervious surfaces are less than ½ acre. He quickly calculated the  
112 estimated impervious surfaces to be approximately ±0.2 acres. Mr. Mumley explained that the site  
113 does not have typical constructed stormwater infrastructure however asked Mr. Brunner whether  
114 the site contractor incorporated best management practices for drainage and erosion control. Mr.  
115 Brunner explained the measures currently in place and incorporated by the site contractor. Board  
116 member D.Kelly inquired whether there is an engineering solution to improve the existing  
117 driveway. Mr. Mumley explained the constraints. Testimony ended at approximately 5:45 PM.  
118 D.Kelly motioned to close testimony, deliberate, and render a decision. P. Roberts seconded. The  
119 motion passed unanimously. The hearing closed at 5:47 PM. The DRB will render a written  
120 decision within 45-days.

121

122 **Project #: 7396**

123 **Owner: Melanie Young Bouchard Revocable Living Trust**

124 **Tax Parcel #: 06-299.010**

125 **Location: 778 River Rd**

126 **Project: Final Review- 2-lot Subdivision**

127 **Zoning: RR2**

128

129 Melanie Bouchard and Tyler Mumley were present, sworn in, and provided an overview of the  
130 project. Mr. Mumley explained that the Applicant is requesting preliminary and final subdivision  
131 review of a 2-lot subdivision. As proposed, the existing ±10.1-acre property will be subdivided into  
132 two (2) lots: Lot B-1 being ±5.03 acres and Lot B-2 being ±5.07 acres. He circulated an updated  
133 boundary survey. Lot B-1 contains an existing single-family dwelling. Lot B-2 is undeveloped but  
134 planned to support a future single-family dwelling. The subject property gains access from River  
135 Road via a thirty (30') foot wide access and utility easement over and through the adjacent  
136 property located at 754 River Road.

137

138 Chair Clymer reviewed the standards and asked for testimony. Mr. Mumley responded to Mr.

139 Clymer's questions. Mr. Clymer inquired about a building zone. Mr. Mumley explained that the  
140 building zone will be situated on the flatter, dryer portion of the lot. Members discussed limits of  
141 clearing and noted that clearing limits are not shown on the plans. Staff suggested that the limits of  
142 clearing be shown on the plan and not conditioned to allow staff to review and approve it. She  
143 noted that in the past, the DRB has required the Applicant to provide testimony regarding views  
144 onto and arising on the subject property. In addition, the DRB asked for the contours and the pull-  
145 offs/turn-around areas required by the previous subdivision be shown on the plans and as well as a  
146 copy of the shared driveway agreement be provided. The Applicant testified that the shared  
147 maintenance agreement is in draft form and could be provided. Members discussed scheduling the  
148 continued hearing. Mr. Mumley asked whether the information could be submitted after the  
149 hearing in which the DRB responded the hearing would need to be continued. M.Black made a  
150 motion to continue the hearing to the time and date certain of August 6, 2024. L.Altadonna  
151 seconded. The motion passed unanimously. The hearing closed at 6:10 PM.

152

153 **Other Business:**

154

155 None.

156

157 **Approval of Minutes:**

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159 D. Kelly motioned to approve the meeting minutes from June 18, 2024. M. Black seconded the  
160 motion; the motion passed unanimously.

161

162 **Election of Officers:**

163

164 D.Kelly nominated D.Clymer to serve as Chair. The motion was seconded by M.Black. The motion  
165 passed unanimously.

166

167 M.Black nominated D.Kelly to be Vice Chair. D.Clymer seconded the motion. The motion passed  
168 unanimously.

169

170 D.Kelly motioned to adjourn. Mary Black seconded the motion. The motion passed unanimously.

171

172 At approximately 6:14pm the meeting was adjourned.

173

174 Respectfully Submitted,

175 Sarah McShane

176 Planning and Zoning Director