

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE DEVELOPMENT REVIEW BOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE  
DEVELOPMENT REVIEW BOARD  
MINUTES OF MEETING**

**April 20, 2022**

**\*Hybrid Meeting held in-person and by teleconference.**

**MEMBERS PRESENT:** Mark Sammut (Chair); Mike Major, David Hillman, Bob Glover. (Anne Bentley, John Day, Allyson Myers, and Zeke Plante were absent.)

**STAFF PRESENT:** Ken Belliveau, Interim DRB Coordinator.

**OTHERS PRESENT:** Gail Albert, Sean Moran, Steve Diglio, Aaron Vincelette, Toni Blais, Media Factory.

**AGENDA:**

1. Call to Order and Agenda
2. Approval of Minutes (4/6/22)
3. Public Comment
4. Disclosures/Potential Conflicts of Interest
5. Applications
  - Site Plan\Conditional Use\Boundary Line Adjustment, Eco Carwash, 2630 Shelburne Road, Splash Car Wash Williston LLC (SP21-01\CU21-09\BLA22-01)
6. Other Business
7. Adjournment

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**1. CALL TO ORDER and AGENDA**

Chair, Mark Sammut, called the hybrid in-person and teleconference meeting to order at 7 PM. There were no changes to the agenda.

**2. MINUTES**

*April 6, 2022*

**MOTION by Mark Sammut, SECOND by Mike Major, to postpone action on the 4/6/22 minutes until the next meeting due to a lack of a quorum present at the 4/6/22 meeting. VOTING: unanimous (4-0); motion carried.**

**3. PUBLIC COMMENTS**

None.

**4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST**

Those participating in the meeting were asked if anyone had any concerns about the participation of any DRB member in any matter on the agenda. No concerns were raised.

**5. APPLICATIONS**

The function of the Development Review Board as a quasi-judicial board and the hearing procedure were explained. Individuals to give testimony before the DRB were sworn in.

**SP21-01\CU21-09\BLA22-01: Site Plan\Conditional Use\Boundary Line Adjustment for an Eco Carwash at 2630 Shelburne Road in the Mixed Use District and Stormwater Overlay District by Splash Car Wash Williston LLC**

Aaron Vincelette, Toni Blais, and Steven Diglio appeared on behalf of the application.

**STAFF REPORT**

The DRB received a written staff report on the application, dated 4/20/22. Ken Belliveau reported the DRB reviewed the Sketch Plan for the Eco Carwash proposal on the site of the former Champlain Lanes in November 2021. The layout has not changed. The carwash building will be in the same location as the bowling lanes. Parking is in the front of the building though the bylaws say parking should be at the side and rear of the building. The DRB discussed this at Sketch Plan review and the consensus was the parking for the proposed carwash mirrors the existing development pattern on the site and this can continue. Comment letters from town departments and VTrans have been received. VTrans had no issues with the proposal. There is sewer capacity for the proposal. The Fire Department wants an additional hydrant at the location determined by the Water Department. The sewer line crosses through the mobile home property, but there is agreement with the mobile home park to move the line to a more suitable location. The residents of the mobile home park have been using the signalized intersection to Route 7 on the applicant's property as their access and the applicant is willing to memorize this.

**APPLICANT COMMENTS**

The applicant confirmed the easement for the access used by the mobile home residents and for emergency vehicles will be formalized. The stacking lanes and traffic circulation on the site (one way circulation) were reviewed along with the stormwater management which recirculates most of the water from the carwash and storm runoff. The number of vacuum bays has been reduced and the carwash building complies with the town regulations.

There was discussion of the following:

- Deliveries – The applicant indicated deliveries will be off hours. Trucks will enter at the south end of the property. Loading/unloading is at the back of the building.
- Fire sprinkler system and notifying the Fire Dept. - The applicant stated there is no sprinkler system, but all codes are met.
- Photometric plan - Ken Belliveau said there are no 'hotspots' on the site. The applicant stated the lighting is in conformance with town regulations. Lights are turned off after closure of the facility.
- Hours of operation – The carwash will operate 8 AM – 7 PM. The busiest time is mid-day. To reduce noise the central vacuum unit for the vacuum bays is housed inside the building, the blowers to dry cars going through the carwash are quiet, and the overhead doors will be closed most often.
- Impervious surface – The amount of impervious surface on the site has been reduced and is in compliance with town regulations.

- Landscaping – There are strict landscaping requirements by Splash and more screening will be added to the southern and western sides of the property that abut the residential use.
- Access to the vacuums or the office – Coupons, gift cards, and such can be purchased online, and the vacuums are part of the carwash purchase and cannot be used/accessed in isolation.
- Car detailing – Customers are redirected to others offering this type of service.

Mark Sammut mentioned the need to have a financial security to ensure the longevity of the plantings and suggested a condition of approval be drafted.

#### PUBLIC COMMENT

Sean Moran, Lakeview Co-op, explained the 0.05 acres being deeded to Splash was unanimously approved by a general membership vote. Attorneys for both parties are working on the access road issue.

#### DELIBERATION/DECISION

Site Plan\Conditional Use\Boundary Line Adjustment, Eco Carwash, 2630 Shelburne Road, Splash Car Wash Williston LLC (SP21-01\CU21-09\BLA22-01)

**MOTION by Mike Major, SECOND by Mike Major, to finalize the record, close the hearing and direct staff to prepare a decision approving SP21-01\CU21-09\BLA22-01 for an Eco Carwash at 2630 Shelburne Road by Splash Car Wash Williston LLC with the following conditions:**

- 1. The applicant shall provide documentation of any and all required permits and approvals from the State of Vermont and any applicable permitting agencies of the U.S. Federal Government prior to obtaining any zoning permits from the town for work or construction on the subject property.**
- 2. The applicant shall provide adequate fire safety provisions on the property as required by Shelburne Fire Department and the Vermont Division of Fire Safety including an additional fire hydrant in a location acceptable to the town's Water Department.**
- 3. The applicant shall address the comments from the Shelburne Wastewater and Stormwater departments.**
- 4. Any construction activity on the subject property in conjunction with the application shall be limited to plans approved by the DRB in accordance with the provision so Articles V, X, XIX, and XX of the Shelburne Zoning bylaws and all of the conditions stated above.**
- 5. No work on the subject property in connection with the approval may be commenced until a zoning permit has been approved and obtained from the Shelburne Planning and Zoning Office.**
- 6. There shall be no importation of any fill or other materials onto the subject property beyond what is necessary to complete the work authorized under the approval.**
- 7. All construction activity shall comply with the town's noise standards as provided by Section 1950.2 of the Shelburne Zoning Bylaws.**

8. The applicant shall submit documentation indicating approval and compliance with any requirements of the Vermont Agency of Transportation (VTrans) approving access from Shelburne Road and any required traffic mitigation measures.
  9. The applicant shall prepare a mylar documenting the proposed boundary line adjustment (BLA) and submit that for signature of the DRB Chair meeting the requirements of Article III.A of the Shelburne Subdivision Regulations.
  10. The applicant shall provide documentation of a permanent easement from the access drive between the Lakeview Mobile Home Park and the subject property.
  11. The relocated sewer line from the subject property crossing the Lakeview Mobile home Park shall be constructed in compliance with the requirements of the Shelburne Wastewater Department and the town's Public Works Standards.
  12. The applicant shall provide a financial surety bond to ensure the survival of the landscape plantings for two years.
- VOTING: unanimous (4-0); motion carried.**

## **6. OTHER BUSINESS**

### *Meeting Schedule*

May 4, 2022

May 18, 2022

Note: July 6, 2022 meeting cancelled

### *DRB Coordinator*

The new DRB Coordinator will start the first week of May.

### *Annual Organizational Meeting*

The election of officers will be included on the next meeting agenda.

## **7. ADJOURNMENT**

With no further business and without objection the meeting was adjourned at 7:42 PM.

*By Tape RScy: MERiordan*