

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**

November 17, 2021

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

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

STAFF PRESENT: Ken Belliveau, Interim DRB Coordinator.

OTHERS PRESENT: Sean Moran, Bill Smith, Stephen Diglio, Vivian Jordan, Karina Aliyeva, Aaron Vincelette, Edward San Clemente, Media Factory.

AGENDA:

1. Call to Order and Agenda
2. Approval of Minutes (10/6/21)
3. Public Comment
4. Disclosures/Potential Conflicts of Interest
5. Applications
 - Sketch Plan, Carwash, 2630 Shelburne Road, Splash Car Wash Williston LLC (SP21-01\CU21-09)
6. Other Business
7. Adjournment

1. CALL TO ORDER and AGENDA

Chair, Mark Sammut, called the hybrid in-person and teleconference meeting to order at 7 PM.

2. MINUTES

October 6, 2021

MOTION by John Day, SECOND by Mike Major, to approve the 10/6/21 minutes as presented. VOTING: 5 ayes, one abstention (Anne Bentley); 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: Sketch Plan for redevelopment of 2630 Shelburne Road into an Eco Carwash located in the Mixed Use District and Stormwater Overlay District by Splash Car Wash Williston, LLC

Aaron Vincelette appeared on behalf of the application.

STAFF REPORT

The DRB received a written staff report on the application, dated 11/17/21. Ken Belliveau explained the request is for sketch plan review of a carwash proposal before the site plan and conditional use applications are submitted. The site is the former bowling alley location (Champlain Lanes) on Shelburne Road in the Mixed Use District and Stormwater Overlay. Automotive uses are allowed in the district. More landscaping may be needed on the site and parking is encouraged to be in the back of the building (the applicant is showing parking in front of the building). The driveway connection to the mobile home park which the residents of the park want to preserve will remain.

APPLICANT COMMENTS

Aaron Vincelette stated the plan is to build an Eco Carwash similar to the one in Williston. Stacking of cars on the site is necessary out in front of the building so cars do not back up onto Route 7 or interfere with the people in line for the carwash. Vacuum spaces are at the front of the site. The building is on the west side of the parcel where the bowling alley was located. Stormwater runoff from the building will be captured and recycled. The sewer pipe running under two mobile homes on the adjacent property will be addressed. The access road to the mobile home park will be maintained. The mature landscaping to the north and east will be maintained. The line of trees between the carwash and the mobile homes will be augmented with more plantings. Landscaping is being incorporated in the front of the site for screening and stormwater management. There will be mountable curbs which fire/rescue and other large vehicles can go up and over if necessary for access. Approximately 70 cars per hour can go through the carwash. Eco Carwash passes can be used at any Eco Carwash. Other attributes about Eco Carwash include the building being made of totally recycled materials, stormwater runoff being reused, all dirt and salt from vehicles being collected, state-of-the-art drying system, infrared heaters by the sheltered vacuum spaces (cannot use the vacuums without going through the carwash), LED lighting straight down which is on during operating hours and every other light on for safety when the business is closed. There will be up to six employees.

Mark Sammut suggested a lockbox for the fire department to be able to get through the gate and to the building. Also, turning movements should be shown on the site plan.

PUBLIC COMMENT

Sean Moran, Lakeview Co-op Mobile Home Park, spoke in support of the proposal and keeping the access road open. The access road (been there since 1962) is the only way school buses, fire trucks, fuel trucks, ambulances, delivery trucks can access the mobile home park. Residents are in support of the sewer line being addressed and that there will be a business on the site that has limited hours of operation.

Edward San Clemente, Shelburne Bay, said drainage and potential water runoff are concerns. Surface runoff should be taken into consideration. Mr. San Clemente asked about lighting photometrics and acoustic decibels. Mark Sammut said a state stormwater permit will be needed for the proposal and Shelburne's lighting and noise standards must be met.

DELIBERATION/DECISION

Sketch Plan, Carwash, 2630 Shelburne Road, Splash Car Wash Williston, LLC (SP21-01\CU21-09)

MOTION by John Day, SECOND by Mike Major, to finalize the record, close the hearing, and direct staff to authorize the applicant to file Site Plan and Conditional Use applications for a carwash at 2630 Shelburne Road meeting applicable requirements of Section 1900 of Shelburne's Zoning Bylaws and with the following recommendations:

- 1. The applicant must obtain comments from various town departments regarding the proposed development as stipulated in Shelburne Subdivision Regulations, Section 610(13).**
- 2. The applicant shall submit documentation of a Section 1111 Permit from VTrans approving access from Shelburne Road and any required traffic mitigation measures.**
- 3. The applicant must include a Project Review Sheet with the Preliminary Plan application pursuant to Shelburne Zoning Bylaws, Section 530.**
- 4. The applicant shall provide detailed information about proposed landscaping that meets Shelburne's requirements for the Mixed Use District.**
- 5. The applicant shall provide a detailed outdoor lighting plan that meets Shelburne's requirements for the Mixed Use District.**

VOTING: unanimous (6-0); motion carried.

6. OTHER BUSINESS/CORRESPONDENCE

Committee Involvement in DRB Hearings

There was discussion of the involvement of town committees in review of applications before the DRB and concern about adding complexity to the process when the goal was to simplify/streamline the process. It was suggested there be clear instructions written on the process for the applicant. Ken Belliveau suggested each committee's role could be formalized in a written policy or a set of regulations. Anne Bentley spoke against putting more staff time to committees and urged finishing the work that was started with the Planning Commission and Selectboard before taking on anything more. Mark Sammut suggested the DRB have a work session with the new Planner to discuss the DRB perspective and how to make the process run smoother and faster.

7. ADJOURNMENT

MOTION by John Day, SECOND by Anne Bentley, to adjourn the meeting.

VOTING: unanimous (6-0); motion carried.

The meeting was adjourned at 8:26 PM.

RScty by tape: MERiordan