**Town of Weston**

**Development Review Board**

**Minutes of Meeting**

**August 3, 2022**

**Present:** Deborah Granquist (Chair), Tom Foster, Ann Fujii, Jeff Lennox, Debra Lyneis, Susan Morris, Laura Katz (Alternate)

**Absent:** Jeff Lennox

**Public:** Will Goodwin, Zoning Administrator (ZA)
Chris Britton, Architect, Weston Hotel Partners, LLC
Eric Pace, Applicant, Manager
Nicole Kesselring, Engineer
Michael Tarrant, Attorney
Todd LaRue, Abutter
David Fubini, Abutter
Will Freeman, Abutter
Peter Miller, Abutter
Claudia Harris, Abutter

**Note:** The meeting was held at the Weston Town Office with Ms. Granquist, Ms.

Lyneis, Ms. Morris, Mr. Tarrant, Mr. Freeman, and Mr. Miller attending remotely by Zoom. The meeting was recorded and called the meeting to order at 5:00 PM.

1. **Minutes.** Ms. Lyneis moved and Ms. Morris seconded approval of the minutes of July 6, 2022. Approval was unanimous.
2. **Site Visit.** A site visit was held at 3:00 PM.
3. **Hearing. Open recessed Conditional Use and Site Plan Hearing: Weston Hotel Partners, LLC, Bake Shop**
	1. Ms. Granquist called the hearing to order at 5:06 PM and waived the reading of public notice. There were no disclosures of conflicts of interest or *ex parte* communications. Ms. Granquist administered the oath of evidence to participants and proceeded to conduct the hearing under the DRB Rules of Procedure. Only participants of this hearing have the right to appeal the decision of the DRB.
	2. The following additional documents have been received:

Letter dated 7/27/22 from Chris Britton

Wastewater Design Summary from Waite and Heindel

Weston Bake Shop, Site Plan drawings dated 7/27/22

Ms. Granquist commended the thoroughness of these submissions.

* 1. Mr. Tarrant gave a brief overview of the Bake Shop project. Ms. Kesselring proceeded to walk though the Site Plan. There will be a 20 ft wide driveway for patrons and deliveries, 18 parking spaces, and handicapped accessibility. She described the expansion of the current wastewater system and bringing the current well up to code. Storm water run-off will be managed with a permeable driveway/parking lot and sunken gardens. They are working on VTrans permits for storm water management and driveway access.
	2. There were questions about the buffer between the parking lot and the neighboring residential property to the north. Mr. LaRue cited Section 570 of the Weston Zoning Regulations requiring a 25 ft. wide strip of land. The applicant cited Section 540.11 requiring 15 ft and described the proposed screening.
	3. Questions were asked about the parking lot and why there would be more than the minimum 14 required spaces. Mr. Britton described improved stormwater drainage and increased space for handicapped access and EV charging. The lot will be screened from the road. Some abutters favored more spaces; others did not.
	4. Mr. Britton explained that the project is designed to blend in with a traditional residential style and plantings. He noted that the project meets all applicable requirements of the Zoning Regulations, including Conditional Use Approval (Section 706) as indicated in his letter dated 7/27/22.
	5. The applicant confirmed that all 708.2 and 708.3 requirements for exterior lighting have been met. There will be no flood lights.
	6. Ms. Kesselring will send the slightly revised Site Plan and current building coverage data to the ZA in the next few days.
1. **Close Hearing.** Mr. Foster moved and Ms. Fujii seconded closing the hearing. Approval was unanimous. The hearing was closed at 6:22 PM. A written decision is required within 45 days.

Respectfully submitted,

Debra Lyneis

DRB Secretary