

2025-08-06 DRB Meeting

Meeting minutes

Meeting Call to Order

Vice Chair Lucas Campbell called the Development Review Board (DRB) meeting to order at 6:01 PM on August 6, 2025.

Roll Call

Present: Lucas Campbell (DRB Vice Chair), Jake St. Pierre, Brett Sylvester, Mike Winters, Adam Lavigne (DRB Clerk).

Guests present: Jeff Parizo, Derek Reed (Krebs & Lansing), David Roy (Architect), Emily Clark (Planning Commission Chair), Howard DeMars, Wendy Rosica (Planning Commission), Karen Allen (Library Board), Susan Willard (Library Board), and Carrie San Angelo (Selectboard Administrator with the Planning Commission) attending via Zoom.

Amend Agenda for items not listed

Adam Lavigne suggested striking the Hearing #10-15 SPR & CU amendment to Finding of Fact process from the Clerk section, noting that Panos was the only current board member who was present for that hearing.

Motion to accept Agenda with any amendments

Motion by Lucas Campbell to accept the agenda as amended. Seconded by Jake St. Pierre. All in favor.
Motion carried.

Hearing #05-25 SPR & CU – Grand Isle Library

Derek Reed, the civil engineer for the project, presented an overview of the Grand Isle Library project. The proposed site is located just down the street, with the driveway at the westerly limit of the property. The project includes:

- A library with an attached community space
- Sufficient parking with ADA access for both the community event space and library entrance
- A mound system designed with capacity for the building plus future reserve
- A gravel wetland between fire stations to meet state stormwater requirements
- Creation of a green space between buildings to add personality to the land

Vice Chair Campbell inquired about the proposed village green area. Derek explained that they would level the top portion of the area to create a flat space. The area beyond their usable portion is an 25-foot buffer zone that can continue to be mowed, making the area appear larger than shown on the plan.

When asked about the fence for playground area, Derek noted there would be a child's space with a door that exits to that area. Jeff Parizo clarified that some exterior elements like extended sidewalks, playground equipment, and pavement for the parking lot would depend on available funding, though ideally these would be completed in the future. ADA compliant parking & access is included.

Mike Winters asked about tree planting plans. Derek confirmed they would plant a row of maple trees with nice red fall color, as well as honey locust and red maple trees around the parking lot. He explained that honey locust was chosen for its salt tolerance, making it appropriate for a parking area.

Lucas Campbell mentioned a previous concern about the number of parking spaces versus the capacity of the community hall. Derek explained that in the original design, the building was flipped with parking on the other side, but the wetland created limitations. By flipping the building layout, they were able to gain more parking (47 spaces) and create a larger green space.

Emily Clark added that flipping the building layout allowed them to incorporate the wetland area as part of the open space rather than blocking it off with fencing and grade changes. This new configuration better accesses the rest of the lot, providing opportunities for future development of outdoor recreation space, gathering areas, and walking paths.

When asked about changes since the previous presentation, Derek noted two significant modifications:

- Moving the stormwater management from along the road to its current location, as the original watershed area was too large and expensive to manage
- Rearrangement of the mound system

Lucas Campbell inquired about the building's internal capacity. David Roy confirmed that the community room remained the same size as previously presented, but the library portion had been reduced from over 4,500 square feet to about 4,000 square feet for cost reasons.

Emily Clark explained that the library is still more than four times larger than the current facility. The bathrooms are shared facilities between the community space and the library, positioned at the start of the "L" shape. This design allows for either space to be closed while maintaining bathroom access. The intent is that the community space will also serve as flexible space for the library when not otherwise in use.

Regarding outdoor lighting, Derek confirmed they would have parking lot lights around the perimeter with building lighting filling the gaps. He noted that these lights would likely be dimmable in the evening and equipped with motion sensors that would increase brightness when activated.

Emily Clark shared that this project has been in development for more than eight years, predating COVID. The library has been a top priority for at least a decade, though other projects like the Fire House and town garage were completed first. The current development is the culmination of extensive planning that included community engagement sessions with 50-60 participants generating ideas.

Jeff Parizo emphasized that they have a \$1,680,000 grant from the Vermont Department of Libraries with a performance period ending December 31, 2026, creating urgency to complete the project. They need to submit the Act 250 application promptly and cannot begin construction until that approval is received.

The board then entered deliberative session at 6:18 PM and concluded at 6:38 PM.

Vote to approve #05-25 SPR & CU – Grand Isle Library

Motion by Lucas Campbell to approve application number 05-25, site plan review and conditional use permit application for the Grand Isle Library. Seconded by Jake St. Pierre. All in favor. Motion carried unanimously.

The Vice Chair noted that a written decision would be provided shortly with standard conditions that would not dramatically affect the project.

Updates of ZAO

None reported.

Clerk

Review Minutes of last meeting

Adam Lavigne reported that they had received the Mylar from Brett and would sign it at the next meeting.

Motion by Lucas Campbell to approve the meeting minutes from the last meeting. Seconded by Jake St. Pierre. All in favor. Motion carried.

Hearing #10-15 SPR & CU amendment to Finding of Fact process

This item was struck from the agenda as amended.

Adam Lavigne explained that Tim Cota had reached out regarding an inaccurate finding in a 10-year-old decision that stated "Cotaville LLC will never be open to the public," which Tim disputed as the business had

always been open to the public. The board discussed the procedural question of how to amend a past decision, noting that the bylaws don't specifically address amendments to decisions.

The board considered whether the applicant would need to reapply for a conditional use permit for that specific section. Since Panos was on the board during the original decision, they thought it would be beneficial to have his input on the matter.

Adam Lavigne reported that no new applications were currently in the pipeline, but the next meeting would address finalizing Brett's Mylar and potentially discussing the Cotaville LLC amendment if they received guidance by then.

ADJOURN

Motion by Lucas Campbell to close the meeting at 6:37 PM. Seconded by Jake St. Pierre. All in favor.
Motion carried.