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**Town of New Haven  
DEVELOPMENT REVIEW BOARD MEETING  
HYBRID Public Meeting  
Monday, February 7, 2022  
Meeting Minutes**

**DRB Members Present:**

*In Person:* Charlie Roy, Kathy Barrett, Susan Smiley, Tom Fyles, Don Johnston, Victor LaBerge  
*Remote:* Carol Charbonneau

**ABSENT:**

Paul Audy

**Staff Present:**

Peggy Connor, Zoning Administrator, Minutes

**Visitors Present:**

*Remote:* Lauren Higbee, Susan Coombs (applicants), Eleanor de Villiers, Barbara Saylor Rodgers, Teri Kuczynski, Addison County Solid Waste Management District (ACSWMD) District Manager, Shane Mullen, ANSWMD Project Manager

**Call to Order:**

DRB Chair Charlie Roy called the meeting to order at 7:06 p.m.

**I. Adjustments to Agenda:**

Reverse agenda items II. Visitors' Business and III. Coombs/Higbee Subdivision hearing

**III. Permit #2022-DRB-01-SD Lauren Higbee and Daniel Seals are requesting final approval for a 2-lot subdivision of Susan Coombs' property located at 2479 South Street**

On behalf of the applicants, surveyor Don Johnston reviewed the survey map explaining that landowner Susan Coombs is proposing a 2-lot subdivision on 2479 South Street to create an 18.95-acre parcel (Lot 3) and a 2.65-acre parcel (Lot 1) for a home to be built for her daughter Lauren and partner Daniel Seals. Lot 2 is owned by Susan's brother, Chris Coombs. Don added that the lot meets all setback requirements, and an access easement will run through the middle of the property to the back lot on the map.

Lauren Higbee provided a supplemental map (now available on the Town's website) showing the location of the proposed house, well, and septic.

**Kathy Barrett moved to approve the minor subdivision on the condition that the mylar map shows the building envelope, septic, and well location; Susan Smiley seconded.**

**Roll call vote: Yes - 6 (Barrett, Fyles, Smiley, LaBerge, Roy, Charbonneau)**

**No - 0**

**Abstention - 1 (Don Johnston)**

**MOTION PASSED**

**Kathy Barrett moved to close the hearing; Tom Fyles seconded.**

**Roll call vote: Yes - 6 (Barrett, Fyles, Smiley, LaBerge, Roy, Charbonneau)**

**No - 0**

**Abstention - 1 (Don Johnston)**

**II. Visitors' Business**

Prior to submitting a formal application, ACSWMD Project Manager Shane Mullen and District Manager Teri Kuczynski requested an informal meeting with DRB members to address any

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57 questions or concerns in connection with the proposed residential transfer station to be located  
58 on the Norris subdivision at the intersection of US Route 7 and Campground Road. As a  
59 *residential* transfer station, the facility will provide public access to Addison County residents for  
60 trash, recycling, and yard waste, rather than restricting access only to commercial haulers as the  
61 transfer station in Middlebury. The project will involve 3 Phases:

- 62
- 63 ➤ Phase 1 will consist of laying down gravel for a driveway on Lot 6, queueing area for 26  
64 vehicles, staging area for packer trucks, and a concrete pad for leaf and yard waste.  
65
- 66 ➤ Phase 2, in the following year or two, will allow ACSWMD to operate the facility on its own  
67 and expand its services to the public to include:
  - 68 ○ sea container for “drop zone” items (E-waste, batteries, fluorescent bulbs, etc.),
  - 69 ○ proposed water supply well
  - 70 ○ 30-yard sludge box for food waste
  - 71 ○ food waste tote cleaning shed
  - 72 ○ 30-yard roll-off for scrap metal
  - 73 ○ recycling and trash compactor
  - 74 ○ 100-cubic yard bunker for tires
  - 75 ○ 100-cubic yard bunker for leaf and yard waste
  - 76 ○ scale/house attendant shed
  - 77 ○ storage shed
  - 78 ○ a drainage swale to convey culvert discharge to existing drainage system
  - 79 ○ Advantex pre-treatment unit (to be furnished by landowner)
- 80
- 81 ➤ Phase 3 will consist of investigating a second lot to the north of Lot 6, which now houses a  
82 church and solar field (“The Church Lot”), to build a new residential household hazardous  
83 waste facility.  
84

85 Hours of operation: 3 weekdays and Saturdays, 6:45 a.m. to no later than 3 p.m.  
86

87 Shane indicated that the results of the traffic study conducted last summer show no adverse  
88 impact at the intersection, and noted that the study, to be provided to the DRB, took into  
89 consideration pre-Covid traffic patterns. Because the traffic study was conducted using the  
90 Vermont Agency of Transportation’s (VTrans) standard methodology, Shane is confident that the  
91 results of the study will meet requirements set out by Act 250 who in turn, pass the data onto  
92 VTrans for their analysis. In terms of appearance, the design is modeled after the Northwest Solid  
93 Waste Management District’s facility located at 158 Morse Drive in Fairfax, Vermont.  
94

95 Preliminary concerns raised by DRB members include:

- 96
- 97 ➤ Impact on traffic, particularly for outgoing vehicles on Campground Road headed  
98 north as well as incoming and outgoing trucks for Pike Industries
- 99 ➤ Wind impact on 67’ x 38’ concrete pad (later converted to a 3-sided 2’ x 2’ bunker  
100 in Phase 2) for storing leaves and yard waste
- 101 ➤ Gravel coverage calculation, given that the Town’s Highway Commercial zoning  
102 regulations allow for a maximum of 25% of impervious area to be covered, but  
103 plans call for coverage of 32% of the area
- 104 ➤ Lack of adequate screening
- 105 ➤ visual impact
- 106

107 Teri and Shane pointed out that plans are not yet finalized, and changes will be made prior to  
108 submitting a formal application. They added that the Act 250 process requires compliance with

