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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

PO Box 409
61 Buck Hill Road
Shaftsbury, VT
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Development Review Board

Date of Meeting: August 7, 2024

Members Present: Mike Day (chair), Zoe Contros Kearnl, Sarah Costin, Tedd Habberfield. Zoning administrator Shelly Stiles was also present.

1) Call to order

The meeting came to order at 6 p.m.

2) Conflict of interest statement

No one reported a conflict of interest with any item on the agenda.

3) Sign in sheets

Sign in sheets were passed around and signed.

4) Approval of Minutes – June 5, 2024

Mr. Habberfield moved to approve the June 5 minutes. Ms. Contros Kearnl seconded the motion, which passed 4-0-0.

5) Application 24-0045, parcel 16 20 10, owner Gabrielle Rynes, 32 Twitchell Hill Rd, Shaftsbury VT: request for waiver to replace steps.

Ms. Rynes expanded upon her well-illustrated application for her proposal to replace rotting steps on a home that does not meet setback requirements for the front yard. (The lot is triangular.) The construction would increase the noncompliance with the setback requirements by 2.25 inches. She explained the steps would be made of composite and pressure treated lumber.

She submitted an abutters' statement.

Mr. Day asked Ms. Rynes and the zoning administrator whether they'd received any comments from abutters. Both answered in the negative. An abutting neighbor in the audience said he was there to provide support.

Ms. Contros Kearnl moved to close the hearing. Ms. Costin seconded the motion, which passed 4-0-0.

Mr. Day explained the DRB's decision-making schedule, appeal rights and timing, and automatic approval should a decision not be made within 45 days.

6) Application 24-0048, parcel 03 02 21.2, owners Shawn and Holly Thibodeau, 164 Glastenbury Road, Shaftsbury VT: request for variance to build accessory structure.

Mr. Thibodeau described his proposal to build a 16' x 16' garden shed on a slab for outdoor garden and yard equipment at the top of his driveway opposite his house, the source of water for the garden.

He said the shed would be located 62 feet from the side yard property line in a zone requiring a 100 foot setback. He said the shed would be about 600 feet west of his neighbor's house, behind a hedgerow with shrubs and trees about 20' tall. His neighbor might be able to see the shed in the winter.

He said the flat area on which the house is located and the shed would be located is about 50 to 60 feet higher in elevation than the bottom of the driveway. Except for an additional flat space south of the house that was leveled during construction and where he hopes someday to build a barn, the parcel rises steeply from south to north before leveling off near the southern end of the lot.

He said moving the shed further south, for example to the spot on which he hopes to build a barn, would place it further from his source of water for the garden (the house).

The applicant submitted an abutter's statement. Mr. Day asked Mr. Thibodeau and the zoning administrator whether they'd received any comments from abutters. Both answered in the negative.

Mr. Habberfield moved to close the hearing. Ms. Costin seconded the motion, which passed 4-0-0.

Mr. Day explained the DRB's decision-making schedule, appeal rights and timing, and automatic approval should a decision not be made within 45 days.

7) Other business

Mr. Habberfield moved to approve application 24-0045, a waiver for the construction of side yard steps. Ms. Costin seconded the motion, which passed 4-0-0.

Mr. Habberfield moved to enter private deliberative session. Ms. Contros Kearl seconded the motion, which passed 4-0-0. Ms. Contros Kearl moved to leave private deliberative session. Ms. Costin seconded the motion, which passed 4-0-0. Ms. Costin moved to approve application 24-0048, a request for a 33 foot variance. Mr. Habberfield seconded the motion, which passed 4-0-0.

Ms. Stiles said she has no business at this time for an August 21 meeting, but there is still time to receive a sketch plan application should one be in the offing.

Mr. Habberfield moved to adjourn at 6:45 p.m. Ms. Contros Kearl seconded the motion, which passed 4-0-0.

Notes by ZA Stiles