



GEORGIA VERMONT

DRB MEETING

Tuesday, July 15, 2025 at 7:00 PM
Chris Letourneau Meeting Room and via Zoom

Agenda

Zoom Details:

<https://us02web.zoom.us/j/7852587431?pwd=PBv40gFdgVnMmCTlaw2gLkbXfbpeH4.1&omn=87114687124>

Meeting ID: 785 258 7431 | **Passcode:** 5243524

Dial by your Location: 1 929 205 6099 (New York)

1. CALL TO ORDER - 7:00 PM
2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
3. PUBLIC HEARINGS
 - A. SA-002-25, Redeeming Grace Church
4. APPROVAL OF MINUTES
 - A. DRB Meeting Minutes: July 1, 2025
5. OTHER BUSINESS
6. PLAN NEXT MEETING AGENDA
 - A. August 5, 2025
7. DELIBERATIONS
8. ADJOURN

Agendas are posted to the Town website, four designated places within the Town of Georgia (Town Clerk's Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.

Minutes and videos of the meetings are posted on the Town of Georgia website.

Signed: Douglas Bergstrom, Zoning Administrator, DRB Coordinator

Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com



Town of Georgia

47 Town Common Road North. • St. Albans, VT 05478
• Phone: 802-524-3524 • Fax: 802-524-3543 • website: townofgeorgia.com

Site Plan Application

Application #SA - 002-25 Original SP# 2BA-012-09 + PC-021-09

Submission Requirements: An application for Sketch Plan Review will consist of one set 11"x17" site plan maps plus a digital file in *.pdf format which includes scale, north arrow, legend, abutters, title block, with supporting data to include items listed on the attached checklist, and as approved in the original Site Plan. The application will not be deemed complete until all required materials have been submitted. Failure to submit a complete application, as defined herein, shall be grounds for denial of the application by the DRB..

Applicant must also submit a list for all abutters, including those across a public or private right of way.

Incomplete applications will be returned and will delay scheduling your hearing.

SECTION 1: OWNER/APPLICANT INFORMATION (complete all)

Owner(s): Redeeming Grace Church
Address: 164 Ballard Road
Milton, VT 05468
Zip Code 05468 Telephone 802-891-4213
Email tim@rgcvt.org

Applicant(s): _____
Address: _____

Zip Code _____ Telephone _____
Email _____

Tax Parcel ID: 109660000 Zoning District: AR-3 PUD Yes ☒ No

CERTIFICATION OF APPLICANT(S)

AFFIRMATION: The undersigned hereby certifies that the information submitted in this application is true, accurate, and complete.

Signature of Applicant: Timothy Elbers Date: 6/13/25

Signature of Applicant: _____ Date: _____

PROPERTY OWNERS' AUTHORIZATION

The undersigned property owner(s) hereby certify that the information submitted in this application regarding this property is true, accurate and complete and that the Applicant(s) have full authority to request approval for the proposed use of the property and any proposed structure(s).

Signature of Owner: Timothy Elbers Date: 6/13/25

Signature of Owner: _____ Date: _____

Location of Property: 164 Ballard Road ±890' west of US Route 7, north side of Ballard Road
Parcel ID No.: 109660000 Zoning District: AR-3
Deed Reference: Volume 206 Page 232-234 Size of Parcel: 42.45 acres

Previous subdivision of parcel (if applicable)

Permittee name: Georgia Farmhouse Planned Development
Date: 5/7/1997 Map # 446

Previous Site Plan Approval (if applicable)

Permittee name: Redeeming Grace Church (PC-021-09 & PC-019-19)
Date: 7/14/2009 & 30/10/2019 Map #

If applicable:

Engineer: Nicholas Smith, PE Surveyor:
Phone: 716-778-4353 Phone:
Email: smithsiteengineering@gmail.com Email:

Description of proposed project: (Please describe here or attach a separate proposal)

Expand western parking lot to add 40 new spaces. Plant new arborvitae screening to match existing screening. Parking lot will be constructed with material and in a manner to provide a permeable surface for driving.

Names and addresses of abutting property owners:

See attached.

Existing and/or proposed means of access to the site:

Access is via main entry off of Ballard Road across from Manor Drive. No change to access.

List of plans, sketches, or other information submitted with this application:

Plan Sheet C-1 "Parking Lot Expansion" prepared by Smith Site Engineering, dated 06/10/2025
Excerpt from the 2017 Vermont Stormwater Treatment Standards Manual (pg 2-1) regarding previous, non-jurisdictional surface w/ comments

Location of parking and proposed number of spaces:

Parking is located ±250' west of the building, directly west of the existing western parking lot. The parking lot runs parallel to Ballard Road. 40 Spaces are proposed for a total of 117 spaces.
There are currently 3 accessible parking spaces on the site. We will install 2 new accessible signs and posts to be in compliance with national standards.

Existing and/or proposed road & driveway access to site:

Access is via main entry off of Ballard Road across from Manor Drive. No change to access.

Existing and/or proposed easements and rights-of-way:

There is an existing 60' wide ROW to the Town of Georgia for the future street construction opposite of Manor Drive. There is a 10' wide recreation path and utility easement to the Town of Georgia along Ballard Road. There is a utility easement to Central Public Services Corporation for the pole located at the southeast corner of the site.

Proposed and/or existing wastewater disposal and water supply:

Water supply is via a drilled well to the west of the building. Wastewater disposal is via septic tank to pump station to mound system location ±800' to the northeast of the building in field. No change to water supply or wastewater disposal.

Proposed drainage/storm water runoff (if required):

The proposed work is located on sandy / sandy loam soils and will be constructed using material and methods to create a permeable gravel surface. This is a considered a Low Impact Development technique to treat stormwater by the Town and is non-jurisdictional to the State.

Proposed landscaping (if applicable):

The project will include the extension of the existing arborvitae hedge road along the southern edge of the parking lot. This landscaping is for screening purposes.

Size and location of proposed and/or existing buildings:

No new buildings or structures are proposed.

State permits required and/or obtained for this project:

An Act 250 permit amendment will be required. No other permits are required for this project.

Proposed lighting (if any):

No additional lighting is proposed. This parking lot will typically only be used on Sunday mornings during worship service, not in the evening when lighting would be necessary.

Notes

- 1) Narratives which summarize the purpose, scope and key proposed changes to the approved subdivision and/or site plan are encouraged & may be attached.
- 2) Application standards for subdivision approval appear in the Georgia Development Regulations as Article 4. Site Plan Review and Approval standards appear in Article 3.

Site Plan Review Checklist:

This checklist is intended to be used as an aid in developing a complete application for Site Plan Review before the DRB. An application for Site Plan Review will consist of eight (8) sets of site plan maps and supporting data which will include the following information, and such information as indicated in the Concept Plan Recommendation, if applicable. The DRB may require additional information as necessary to determine compliance with the regulations.

- 1. Address of subject property.
- 2. Name and address of the owners of record of the subject property
- 3. Name and address of the owners of record of adjoining lands.
- 4. Map or survey, drawn to scale, showing existing features, including contours, land use, structures, large trees, roads, easements, rights of way, deed restrictions, name and address of person or firm preparing the map, scale of map, north point, date of map/revisions, and legend.

5. Site Plan, 24" by 36" digital file in PDF format in size and drawn to an appropriate scale, showing proposed land use areas including proposed structures, roads, driveways, traffic circulation, parking and loading spaces, and pedestrian walkways; landscaping plans including site grading, culverts, drainage, landscape design, screening, signs and lighting; name and address of person or firm preparing the map, scale of map, north point, date of map and revisions, legend, and name, address and interest of the applicant in the subject property.
6. The DRB may require that the map or survey and site plan be prepared by a landscape architect, registered land surveyor, registered civil engineer, or registered architect if the proposed project utilizes more than 3,500 square feet, including parking area, or is a complex proposal that could have impacts on surrounding property owners, major roads, or important resources.
7. Construction sequence and timing schedule for completion of each phase for buildings, parking spaces, and landscaped areas of the entire project.
8. Specifications of the materials and plantings to be used.
9. A site location map showing the location of the project in relation to nearby town highways and developed areas at scale of one inch equals one thousand feet.
10. Uses that will generate more than one hundred and fifty (150) vehicle trip-ends per day (estimates shall be based on the most recent rates provided by the Institute of Transportation Engineers) shall include a traffic study conducted by a professional traffic engineer. The study will include details of existing and proposed ingress and egress, expected traffic volumes, turning movements, existing, and resulting levels of service, and proposed traffic control measures. The DRB may require a traffic study for projects generating less than 150 vehicle trip-ends where it finds there is a potential traffic safety issue.
10. A letter from the Georgia Fire Chief indicating any fire and rescue concerns with the proposed project.
11. A lighting plan including the location and height of mountings and/or light poles, fixture type, lamp type, wattage, level of illumination (footcandles). The DRB may require that the lighting plan be developed by a qualified professional. This plan shall show light levels, evenness, and patterns of light distribution, and should also indicate the lamp type, wattage, and lamp loss factors applied.
12. Sign details including dimensions, height, material, and proposed lighting.
13. At the request of the applicant, the DRB may waive any of the above submission requirements, but only where it finds that the size and scope of the application is such that the requirements represent an undue burden on the applicant and are clearly not necessary for the Commission to make findings on the application consistent with the requirements of these Zoning Regulations.
14. All fees according to the Permit Fee Schedule on the website at:

[Fee Schedule](#)

Decisions

The DRB shall act to approve or disapprove Site Plan applications in writing within forty-five (45) days after closure of the public hearing. Failure to act within the 45-day period shall constitute deemed approval on the 46th day. The DRB may recess and continue a hearing pending receipt of requested information, and non-submittal of requested information shall constitute grounds for Site Plan denial. The DRB shall prepare written findings-of-fact and conclusions setting forth background and rationale for their decision. The DRB may attach conditions of approval to ensure the intent of applicable bylaws and the municipal plan are met.

Site Plan decisions shall be distributed per requirements in Title 24, Chapter 117, Section 4464(b) Vermont Statutes Annotated.

Section 3. Item #A.

(FOR TOWN USE ONLY):

Date received: 6/17/25 Fee paid: \$250 Check # 508

Returned (incomplete) Date:

Signed: Kellene Casper

Douglas Bergstrom
Zoning Administrator
Planning, DRB & 911 Coordinator

You will receive a written Decision and Finding of Fact within 45 days of the close of the hearing.

June 16, 2025

Douglas Bergstrom
Zoning Administrator
47 Town Common Road No.
St. Albans, VT 05478

RE: Redeeming Grace Church – 164 Ballard Road
Parking Lot Expansion
Site Plan Amendment

Dear Mr. Bergstrom,

I'm writing on behalf of Redeeming Grace Church to request a Site Plan Amendment for the property at 164 Ballard Road. The applicant is seeking to expand the existing western parking lot in order to accommodate more vehicular parking during worship services. There are currently 77 spaces identified on the site and this application would increase that to a total of 117 spaces (40 new spaces). This will also include the conversion of two spaces to be accessible spaces, bringing the total up to 5.

The parking lot is proposed to be constructed out of permeable materials and in a way that will allow the 1-year 24-hour storm event to infiltrate into the subsoils, thus meeting the State's definition of a permeable, non-jurisdictional surface.

The existing arborvitae hedge row that is located south of the parking area will be extended to provide parking lot screening. No new lighting is proposed.

Redeeming Grace Church is still in the design process of evaluating the expansion of its building to accommodate more guests, however, the church feels this upgrade is necessary at this time to address safety concerns with over parking. It is very likely that this parking expansion will be removed within the next 3 years in order to facilitate future expansion of the church building and reconfiguration of the parking lots.

Please find attached to this letter:

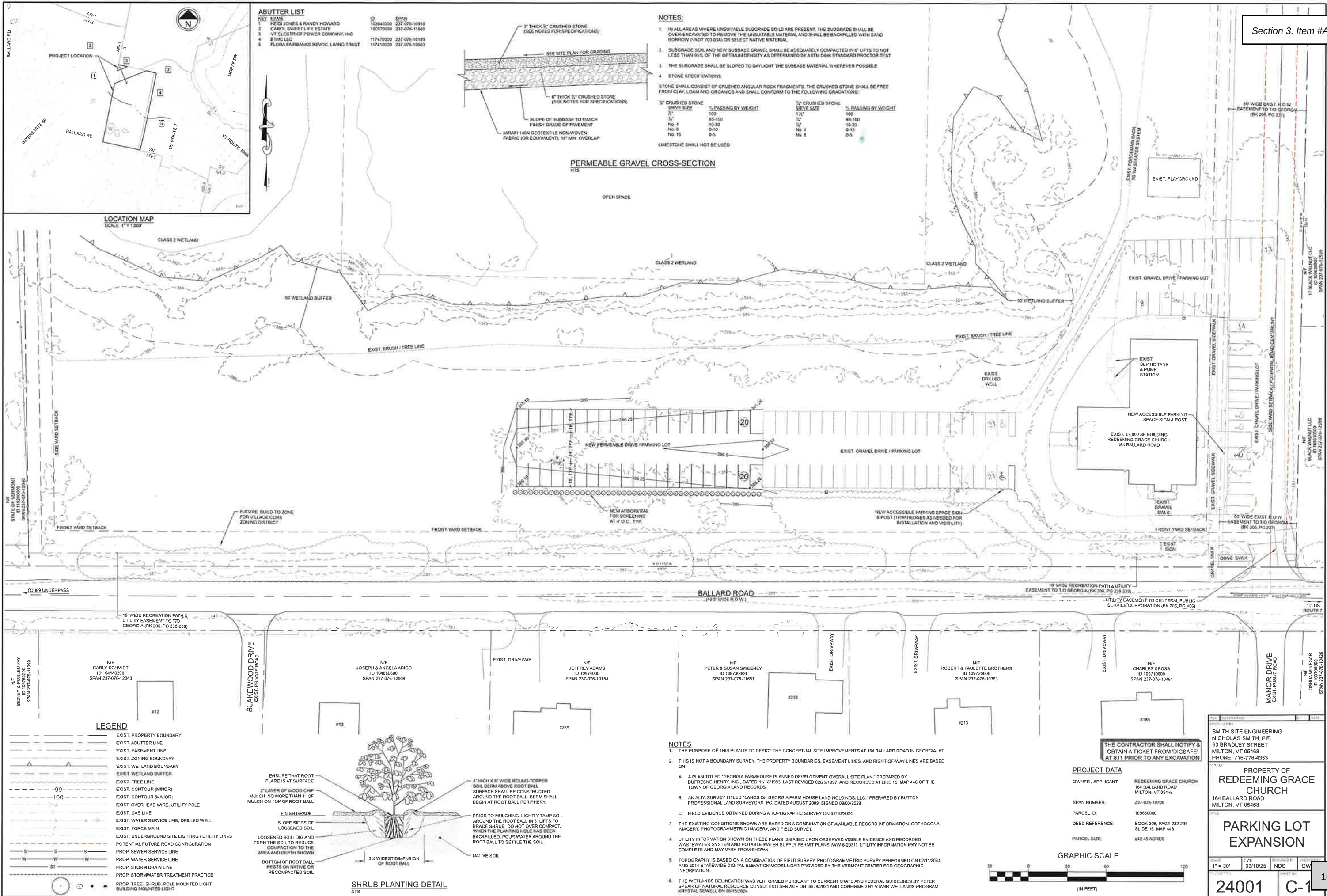
- Cover letter (9 copies)
- Site Plan Amendment Application Form (9 copies)
- 1 full-size copies and 8 half-size (11x17) copies of:
 - Sheet C-1 "Parking Lot Expansion"
- 2017 VSMM Permeable Surface Excerpt (9 copies)
- Envelopes addressed to abutters
- \$250.00 check for review fee

If you have any questions, please contact me at your convenience.

Thank you,



Nicholas Smith, P.E.



2.0 SITE DESIGN AND STORMWATER TREATMENT PRACTICE SIZING CRITERIA

Introduction. This section leads designers through a predictable site design process that seeks to minimize impervious surfaces, ensure adequate soil depth and quality post-construction, and treat runoff from impervious surfaces with distributed STPs.

Pervious surfaces. For purposes of this Manual, pervious or porous pavement, concrete, pavers, and similar manmade materials are not “impervious surface,” as defined in this Manual, when design specifications demonstrate that the material in question has the capacity to infiltrate the 1-year 24-hour storm event, under a type II distribution. In assessing the infiltrative capacity, the designer shall account for factors related to the specific application, including the effect of base and sub-base materials, slope, and maintenance practices.

2.1. Site Planning and Design

Design Guidance: Initial Site Layout

During initial site layout, the designer should carefully consider the locations of existing drainage features, forest blocks, stream buffers, lake shorelands, wetlands, floodplains, river corridors, recharge areas, habitat, steep slopes, zero-order streams, and other natural areas present on the site. Working to minimize impervious cover and mass grading and the retention of forest cover, natural areas, and undisturbed soils will reduce the generation of stormwater runoff from the site that will ultimately need to be managed and will reduce stream instability. Further, all disturbed areas of the site will be subject to a post-construction soil depth and quality standard (see Section 3.0), whereas undisturbed areas are presumed to comply with the standard without additional requirements.

1-yr 24-hr storm = 1.93 inches (from NOAA Atlas 14)
stone meets ASTM #57 or equal: void ratio = 0.40 (40%)
9" X 0.40 = 3.6" of voids
parking lot material can hold more than 1-yr 24-hr storm
subsoils are sand to sandy loam w/ groundwater at ±24"

Design Guidance: Conserving Natural Vegetation and Minimizing Impervious Cover

In the 2002 Vermont Stormwater Management Manual (VSMM), several of the site-design approaches described below were offered as optional “credits” that could be applied to reduce the required water quality and groundwater recharge volumes. In this manual, site planning and design practices are not credited as explicitly. Rather, the strategies for site planning and design discussed below can result in smaller development footprints that will reduce the need for building and maintaining structural STPs in order to meet the treatment standards in Section 2.2.

Natural Area Conservation

- Consider conserving trees and other existing vegetation at each site or establishing new natural areas by planting additional vegetation, establishing no-mow zones, clustering tree areas, and promoting the use of native plants.

Natural Drainage, Buffer and Floodplain Protection

- Where possible, establish and protect a naturally vegetated buffer system along all perennial streams and other water features that encompass critical environmental features such as the 100-year floodplain, steep slopes (in excess of 15%), lake shorelands, and wetlands.
- Preserve or restore riparian stream buffers with native vegetation. Buffers are most effective when maintained in an undisturbed condition, mowing and brush hogging should not take place within a buffer.

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- Preserve or restore riparian stream buffers with native vegetation. Buffers are most effective when maintained in an undisturbed condition, mowing and brush hogging should not take place within a buffer.

**SITE PLAN AMENDMENT
Parking Lot Expansion
SA-002-25**

Owner/Applicant: Redeeming Grace Church 164 Ballard Road, Georgia VT 05468 802-891-4213	
Surveyor/Engineer: Nicholas Smith, P.E., Smith Site Engineering #716-778-4353 smithsiteengineering@gmail.com	Property Tax Parcel & Location: 164 Ballard Road Georgia, VT 05468 <u>Parcel#109660000 Zone: AR-3</u>

BACKGROUND

Redeeming Grace Church, hereafter referred to as Applicants, are requesting a Site Plan Amendment from the previous property decisions (PC-021-09 & ZBA-012-09) to expand the western parking lot to increase the number of parking spaces (+40) and plant new arborvitae screening to match the existing landscaping.

The parcel is located at 164 Ballard Road and within the AR-3 zoning district with total acreage of ±42.45 acres in size and is benefitted by ±975 ft of road frontage along Ballard Road.

PROJECT NARRATIVE SUMMARY

1. Applicants have submitted the following maps:
 - Parking Lot Expansion, 164 Ballard Road- Redeeming Grace Church, prepared by Smith Site Engineering, Nicholas Smith, P.E., dated 6/10/2025;
 - Excerpt from the 2017 Vermont Stormwater Treatment Standards Manual (page 2-1) regarding pervious, non-jurisdictional surface with comments.
2. Previous approval for Applicants' projects (PC-021-09 & ZBA-012-09) were issued in 2009.
3. The site plan amendment is limited to expanding the parking lot to increase the number of parking spaces. No other site plan changes are requested.
4. Applicants will expand the western parking lot to add 40 new spaces. The parking lot will be constructed with material and in a manner to provide a permeable surface for driving.
5. Access is via main entry off of Ballard Road across from Manor Drive. No changes will be made to access.
6. Parking is located ±250 west of the building, directly west of the existing western parking lot. The parking lot runs parallel to Ballard Road. 40 spaces are proposed for a total of 117 parking spaces. There are currently three (3) accessible parking spaces on the site. Applicants will install two (2) new accessible signs and posts to be in compliance with national standards.
7. There is an existing 60 foot right of way (ROW) to the Town of Georgia for the future street construction opposite Manor Drive. There is a 10-foot-wide recreation path and utility easement

to the Town of Georgia along Ballard Road. There is a utility easement to Central Public Services Corporation for the pole located at the southeast corner of the site.

8. No changes to water supply or wastewater system.
9. No new buildings or structures are proposed.
10. The proposed work is located on sandy/sandy loam soils and will be constructed using material and methods to create a permeable gravel surface. This is considered a Low Impact Development technique to treat stormwater by the Town and is non-jurisdictional to the State.
11. The project will include the extension of the existing arborvitae hedge road along the southern edge of the parking lot. This landscaping is for screening purposes.
12. No additional lighting is proposed. This parking lot will typically only be used on Sunday mornings during worship service, not in the evening when lighting would be necessary.
13. An Act 250 permit amendment will be required. No other permits are required for this project.
14. According to Town of Georgia Developmental Regulations (2/27/2023) Article 7.9: Parking, Traffic Access, and Circulation:
 - A. Parking Lot Screening. *Parking areas may be required to be landscaped or screened from adjacent uses and from the roadways in the vicinity.*
 - B. Parking Lot Location. *1. Parking may be prohibited in the front, side or rear yard setback areas. 2. In the AR-2, AR-3 and B Districts, parking, loading, and utility areas may be required to be located to the side or rear of buildings and may be required to be screened. Town of Georgia Development Regulations Page 120 February 27, 2023 Article 7 Planning and Design Standards*
 - C. Parking Lot Design. *1. Permeable surfaces may be required for proposed parking areas to minimize stormwater runoff off-site. Relocation or redesign of parking areas may be required to limit runoff and control erosion in accordance with approved State standards. 2. The size and location of any paved area may be limited by the DRB. 3. Consideration will be given to the effect of noise, glare or odors associated with parking, loading, and service areas on adjoining properties and State and Town highways.*
 - D. Parking Lot Access. *1. In the AR-2 and AR-3 Districts, access may be limited to one curb cut. Sharing of driveways with adjoining properties may be required.*

Respectfully submitted,

Kollene Caspers
Zoning Clerk
Planning and DRB Clerk

cc: Applicant/Engineer

**TOWN OF GEORGIA
PLANNING COMMISSION
FINDINGS OF FACT, CONCLUSIONS & ORDER**

NOTICE OF DECISION

PC-021-09

**Owner: Georgia Farmhouse Landholdings, LLC
Applicant: Paul Maffin and Redeeming Grace Church
Site Plan Review**

This matter came before the Georgia Planning Commission on the application of Paul Maffin and the Redeeming Grace Church, hereafter referred to as the Applicant, for approval of a Site Plan to construct a church on Ballard Road. A Notice of Public Hearing was duly published in the Buyer’s Digest on June 3, 2009, and all adjoining property owners were notified.

The Planning Commission held a public hearing on June 23, 2009. The Applicant, Andy Hoak of Ruggiano Engineering, and Michael Dugan, Architect, were present at the hearing.

The Applicant submitted plans entitled: Redeeming Grace Church, Ballard Road, Georgia, Vermont “Existing Conditions Plan”, sheet C-1Site Plan; “Proposed Site Plan”, sheet C-2; “Wastewater System Plan & Details”, sheet C-3; “Details”, sheet C-4, all dated 5/08/09, and prepared by Ruggiano Engineering, Inc.; and Elevation Drawings, sheets A-2 and A-3, dated May 12, 2009 and prepared by Michael Dugan.

Based on the above-mentioned public hearing and the documents contained in the Planning file for this proposal, the Planning Commission enters the following Findings of Fact, Conclusions and Order.

FINDINGS OF FACT

NOTE: The application, any and all relevant evidence presented to the Commission, and the minutes of the hearing conducted by the Town of Georgia Planning Commission, and all relevant information from public records and sources, shall be considered part of the Findings of Fact and kept as part of the permanent record of the applicants. This official record shall provide additional basis for the Commission’s decision.

1. The Applicant, is hereby requesting Site Plan approval to construct a ±7700 square foot church with seating capacity for 300, offices, classroom, and kitchen on the north side of Ballard Road in the B1 Zoning District.
2. The subject parcel is 44.4 acres and is currently undeveloped. The land is gently sloped with on-site elevation ranging from 383’ to 388’. Two significant Class Two wetlands are present. Existing vegetation is mixed with wooded and cleared areas

present on portions of the lot. The proposed location of the church building is at the south easterly corner of the parcel, which is primarily open field.

3. The church will be served by an on-site drilled bedrock well and mound septic system located toward the center of the parcel. A curb cut and entrance drive is proposed on the north side of Ballard Road aligned with Manor Drive on the south side of Ballard.
4. The entirety of the subject parcel is in the B1 Zoning District. The following table outlines the required standards and those proposed by the Applicant.

	<u>B1 Requirement</u>	<u>Proposed</u>
Lot Size	1 acre/Use	Proposed 44.4 acres
Setbacks		
Front yard	75' from center line	75'
Side & Rear yard	20' from lot lines	+60' to easterly lot line +800' to westerly lot line +1500' to rear lot line
Lot Coverage	Maximum 75% or 33 acres	<.5 acres
Building Height	35'	+60' to top of steeple

5. The Steeple height will require Conditional Use Approval from the Zoning Board of Adjustment. Applicant is scheduled with the ZBA on July 20th.
6. The Church will be served by a 24' wide access drive off of Ballard Road directly across from Manor Drive. The drive circles the church building providing ample on-site vehicular circulation.
7. The Applicant has received an Access Permit for the curb cut from the Road Commissioner.
8. Pursuant to Section 5030 of the Zoning Regulations, a church requires one space for every six seats in the principal assembly room. Based on 300 seats, 50 parking spaces are required. Applicant's plans show 56 proposed parking spaces, including two designated handicapped spaces at the easterly entrance. Fourteen (14) parking spaces are shown along the easterly side of the church; 20 parking spaces are shown to the north of the church; and 22 parking spaces are shown on the westerly side of the church building.
9. The plans show gravel pedestrian walkways along the easterly, westerly, and southerly sides of the church building, designed to guide pedestrians from the designated parking areas to the church building.

10. Plans show a 60' ROW along the easterly property boundary line from Ballard Road to an agricultural mitigation area required as part of the Act 250 review. Applicant testified that they are willing to convey an easement in favor of the Town of Georgia across this ROW for possible use as a future Town road.
11. The Applicant also testified that they will grant a 10' easement along the entirety of the Ballard Road property boundary to the Town for future sidewalk or utility infrastructure construction.
12. The Applicant proposes to remove the existing vegetation along the front of the church along Ballard Road. The Applicant testifies that selective tree plantings will replace the existing trees. Applicant also testifies that additional plantings will be placed around the church building. Additionally, a cedar hedgerow is proposed to screen the westerly parking lot.
13. Proposed on-site drainage includes grass swales along the access drive, sheet flow from parking areas, walkways and the rooftop will be infiltrated into adjacent grassed areas.
14. Christopher Gonyeau, Georgia Fire Chief, has reviewed the plans and sees no major concerns with the project provided all State fire codes are met.
15. Three significant Class 2 Wetlands are present on the subject parcel. Applicants had Peter Spear of Natural Resources Consulting Services conduct in the field delineation of the wetland resources and its associated 50' buffer. A letter from State Wetlands Ecologist, Julie Foley, confirms that plans avoid the Wetland areas and do not require a CUD.
16. The Applicant proposes 3 building mounted lights at church entryways, and two pole mounted lights: one at the southerly side the westerly parking area, and one at the southerly side of the northerly parking area.
17. Site Plans do not show signage details. Applicants will apply for a sign permit from the ZBA when they go before the Board for the Conditional Use for the church steeple.
18. The subject proposal requires the following State level permits: Wastewater and Potable Water Supply Permit, Act 250 Permit amendment, and a Construction General Permit.
19. The Site Plan application was received on May 1, 2009, and consisted of maps, plans, and correspondence, all of which is contained in the document file for the application. The Planning Commission reviewed the Applicant's Site Plan application on June 23, 2009.

20. The following members of the Planning Commission were present for the Site Plan public hearing constituting a quorum: George Bilodeau, Brian Dunsmore, Fred Grimm, Tony Heinlein, Paul Jansen, Peter Pembroke, and Becky White. See the official meeting minutes for a list of others present at the meeting(s).
21. The regulations in effect at the time of the decision: Town Plan, last amended September, 2006; Zoning Regulations, last amended June 2009; Subdivision Regulations, last amended September, 2005.

CONCLUSIONS

1. The Applicant has submitted all relevant information required by the Georgia Zoning Regulations.
2. This application was reviewed as a Site Plan pursuant to the requirements and standards outlined in the Zoning Regulations. Particularly, it was reviewed under the B1 Zoning District requirements in Section 3080 of the Zoning Regulations and the Site Plan Standards in Section 4050 of the Zoning Regulations. The application was deemed consistent with these standards and requirements.

ORDER

Based on the Findings of Fact and Conclusions set forth above, the Georgia Planning Commission approves the Site Plan subject to the conditions listed below. One Mylar copy and one paper copy of the final Site Plan with all applicable revision shall be submitted to the Planning Office.

This approval is subject to the following conditions:

1. A Mylar copy of the Proposed Site Plan must be signed by the chair of the Planning Commission and filed with the Town Clerk within 180 days of the Planning Commission's final approval.
2. The Proposed Site Plan shall be revised to show the following: a 60' ROW easement in favor of the Town of Georgia along the easterly property boundary line to the agricultural mitigation area; and a 10' wide easement in favor of the Town of Georgia along the entirety of southerly property boundary along Ballard Road.
3. Conveyance of the easements to the Town of Georgia shall be incorporated into the warranty deed at the time of property transfer to the Applicant.
4. Prior to obtaining a Building Permit, the Applicant shall submit a copy of the warranty deed with the ROW conveyance to the Zoning Administrator.

5. A 30' paved apron shall be constructed on the access drive at the intersection with Ballard Road to prevent gravel from entering the Roadway.
6. The Applicant shall construct a 5' sidewalk in the Ballard Road ROW. The sidewalk shall run from the easterly property line to the access drive then from the westerly side of the access drive to meet up with the pedestrian walkway running along the easterly side of the church building.
7. The Sidewalk shall be 5' wide and uncurbed with a minimum 3' wide green strip of lawn between the edge of the roadway and sidewalk. Sidewalks shall be placed toward the outer edge of the ROW. Construction and dimensional details shall conform to Vermont Agency of Transportation (VAOT) "C-2B" Standard for sidewalk construction, the VAOT Pedestrian and Bicycle Planning and Design Manual, and Americans with Disabilities Act Accessibility Guidelines (ADAAG).
8. The Applicant shall obtain an additional Town Access Permit for sidewalk construction in the Ballard Road ROW. The exact placement of the sidewalks shall be established in consultation with the Road Commissioner and the Planning Coordinator.
9. Landscape plantings shall be added at the south/westerly curve of the access drive to provide visual screening for adjacent properties.
10. Exterior lighting shall be designed to direct light downward and adjusted so as not to cast light directly on adjacent roadways or properties.
11. As requested by State Wetlands Ecologist, Wetlands and buffer zone shall no longer be mowed as field or lawn, as the agricultural exemption for the site will expire. A naturally vegetated buffer area should be maintained to protect the wetland resources.
12. Prior to the commencement of operations, landscaping shall be installed as shown on the Planning Commission approved site plans.
13. Prior to the commencement of operations, the driveway, parking area and sidewalks shall be constructed. All parking areas will be clearly defined and marked and their edges treated so as to prevent parking outside these designated areas.
14. This project remains subject to all of the terms and conditions of the Applicant's State Permits and all subsequent amendments to same.
15. The sequence of construction activities will be designed so that the smallest area possible is disturbed at any one time. Only areas where active construction is taking place shall be exposed. All other areas should be protected by vegetative and structural control measures.

16. This project shall be completed, operated, and maintained as set forth in the plans and exhibits as approved by the Planning Commission and on file in the Town Office, and in accordance with the conditions of this approval.
17. No changes, erasures, modifications, or revisions other than those required by this decision shall be made on the plat after Site Plan approval, unless said plat is first resubmitted to and approved by the Planning Commission. In the event the plat is recorded without complying with this requirement, the plat shall be considered null and void.
18. All plans, drawings, and conditions/requirements etc. listed above or submitted at the hearing and used as the basis for the decision to grant permit shall be binding on the applicant, and his/her heirs and assigns. Projects shall be completed in accordance with such approved plans and conditions. Any deviation from the approved plans shall constitute a violation of permit and be subject to enforcement action by the Town.

Dated at Georgia, Vermont, this _____ day of _____ 2009.

By _____
Paul Jansen
Georgia Planning Commission

Vote to approve: in favor – unanimous, opposed – o, abstain - o.

Commission members participating in this decision: George Bilodeau, Brian Dunsmore, Fred Grimm, Tony Heinlein, Paul Jansen, Peter Pembroke, and Becky White.

30 Day Appeal Information:

An “interested person”, who has participated in this proceeding, may appeal this decision to the Vermont Environmental Court within 30 days of the date this decision was signed. Participation shall consist of offering, through oral or written testimony, evidence or a statement of concern related to the subject of the proceeding. See V.S.A. Title 24, Chapter 117, Section 4465b for clarification on who qualifies as an “interested person”.

Notice of the Appeal, along with applicable fees, should be sent by certified mail to the Vermont Environmental Court. A copy of the notice of appeal should also be mailed to the Town of Georgia Planning Commission at 47 Town Common Rd. North, St. Albans, VT 05478-6089. Please contact the VT Environmental Court for more information on the filing requirements, fees, and current mailing address.



GEORGIA VERMONT

DRB MEETING Tuesday, July 1, 2025 at 7:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

<https://us02web.zoom.us/j/7852587431?pwd=PBv40gFdGVnMmCTlaw2gLkbXfbpeH4.1&omn=87114687124>

Meeting ID: 785 258 7431 | **Passcode:** 5243524

Dial by your Location: 1 929 205 6099 (New York)

1. CALL TO ORDER - 7:00 PM

DRB BOARD PRESENT

Chair Charles Cross, Vice Chair James Powell, Glenn Sjoblom, Leigh Horton

DRB BOARD ABSENT

Lisa Faure, Gilles Rainville, Alternate Chris Caspers

STAFF PRESENT

Doug Bergstrom, Zoning Administrator

PRESENT FOR VAR-003-25, BUFFO

Brad Rabinowitz, Architect and Engineer

2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

3. PUBLIC HEARINGS

A. VAR-003-25, Buffo Variance Request

- Architect/Engineer Brad Rabinowitz was present at the hearing to answer questions. Rabinowitz discussed the proposed project and the need for the change in the setbacks. Neighboring properties have similar issues with the setbacks in the zoning district.

Motion to close the hearing at 7:08pm

Motion made by Sjoblom, Seconded by Vice Chair Powell

Voting Yea: Chair Cross, Vice Chair Powell, Sjoblom, Horton

4. APPROVAL OF MINUTES

A. DRB Meeting Minutes: May 20, 2025

Motion to approve minutes with no changes.

Motion made by Sjoblom, Seconded by Vice Chair Powell.
Voting Yea: Chair Cross, Vice Chair Powell, Sjoblom, Horton

5. **OTHER BUSINESS**

6. **PLAN NEXT MEETING AGENDA**

A. July 5, 2025: one hearing scheduled

7. **DELIBERATIONS**

A. Motion to enter into Deliberative Session at 7:14pm
Motion made by Sjoblom, Seconded by Horton
Voting Yea: Chair Cross, Vice Chair Powell, Sjoblom, Horton

Motion to exit from Deliberative Session at 7:26pm
Motion made by Sjoblom, Seconded by Horton
Voting Yea: Chair Cross, Vice Chair Powell, Sjoblom, Horton

Action taken after Deliberative Session:

Motion to approve VAR-003-25
Motion made by Sjoblom, Seconded by Vice Chair Powell.
Voting Yea: Chair Cross, Vice Chair Powell, Sjoblom, Horton

8. **ADJOURN**

Motion to adjourn at 7:27pm
Motion made by Sjoblom, Seconded by Horton
Voting Yea: Chair Cross, Vice Chair Powell, Sjoblom, Horton

Posted to the Town website.
Signed: Kollene Caspers, Zoning Clerk, DRB Clerk
Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com