



GEORGIA VERMONT

DRB MEETING

Tuesday, December 02, 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-004-25, Havers Site Plan Amendment
 - B. SK-006-25, Cline Road, LLC Sketch Plan Application
4. **APPROVAL OF MINUTES**
 - A. DRB Meeting Minutes: November 18, 2025
5. **OTHER BUSINESS**
 - A. Rules of Procedure and Conflict of Interest Policy
6. **PLAN NEXT MEETING AGENDA**
 - A. December 16, 2025
7. **DELIBERATIONS**
 - A. FA-001-25, Hibbard Final Plat Amendment Decision Letter
 - B. FP-003-25, Gamache Final Plat Mylar
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



GEORGIA VERMONT

Site Plan Application / Application # SP- SA-004-25

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): Erica & Jason Havers
 Address: [REDACTED]
[REDACTED] 0403 [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

Tax Parcel ID: 105160040 Zoning District: L1 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: Erica Havers Date: 10/27/2025

Signature of Applicant: Jason Havers Date: 10/27/2025

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: Erica Havers Date: 10/27/2025

Signature of Owner: Jason Havers Date: 10/27/2025

Location of Property: 190 Mills Road, Georgia, VT 05468
 Parcel ID No.: 105160040 Zoning District: L1
 Deed Reference: Volume 371 Page 121 Size of Parcel: 3.2 acres

Previous subdivision of parcel (if applicable)

Permittee name: Dan Coolbeth
Date: 05/02/2023 Map #

Previous Site Plan Approval (if applicable)

Permittee name:
Date: Map #

If applicable:

Engineer: Colen Johnson, PE Surveyor:

Phone: 802-879-6331 Phone:

Email: colen.johnson@bowman.com Email:

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

This project proposes to reduce the setback size from 50' and 75', as shown on previous subdivision application, to 20' and 50' respectively. The proposed setbacks reflect the new 2025 zoning regulations for the zoning district.

Names and addresses of abutting property owners:

Dan & Tina Coolbeth; PO Box 422, Milton, VT 05468
Daniel S & Elizabeth D Triggs; 796 Ethan Allen Highway, Milton, VT 05468

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

Access to the site is existing via Mills Road. No change to access is proposed.

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

Sheet 1-1 Havers Site Plan
Project Location Map

Location of parking and proposed number of spaces:

The proposed house will have a garage and driveway sufficient to park two vehicles.

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

Road and driveway access is existing via Mills Road. No change to access is proposed.

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

There are several existing easements to the benefit of Lot #4. No changes to existing easements are proposed.

Proposed and/or existing wastewater disposal and water supply:

There is an existing wastewater easement located on Lot #1 that benefits Lot #4. No change is proposed.

Proposed drainage/storm water runoff (if required):
None required.

Proposed landscaping (if applicable):
Landscaping will be typical of residential development.

Size and location of proposed and/or existing buildings:
A 4 bedroom house is proposed. See attached site plan for location.

State permits required and/or obtained for this project:
WW-6-3912-1

Proposed lighting (if any):
Lighting will be typical of residential development.

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:

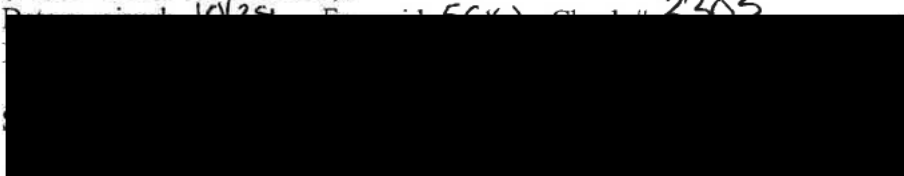
Fee Schedule

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)(1)(3), Vermont Statutes Annotated.

(FOR TOWN USE ONLY):

Drafting 10/25/2023 15:00 2303


Douglas Bergström
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.

Bowman

October 30, 2025

Douglas Bergstrom
Zoning Administrator
47 Town Common Road
St. Albans, Vermont

Dear Douglas,

Bowman is submitting a site plan application on behalf of Erica and Jason Havers for a property located at 190 Mills Road in Georgia, Vermont in the Lakeview (LV) zoning district. The property is 3.2 acres in size, and the parcel ID is 105160040. Access to the parcel is existing via a gravel drive off Mills Road. This application proposes to reduce the setbacks shown on the previous subdivision application from 50' and 75' to 20' and 50', respectively, to allow for construction of a single-family home given the 250' lakeshore setback encumbering the parcel. The proposed setbacks for the property will match the setbacks for the zoning district in the recently issued 2025 zoning regulations.

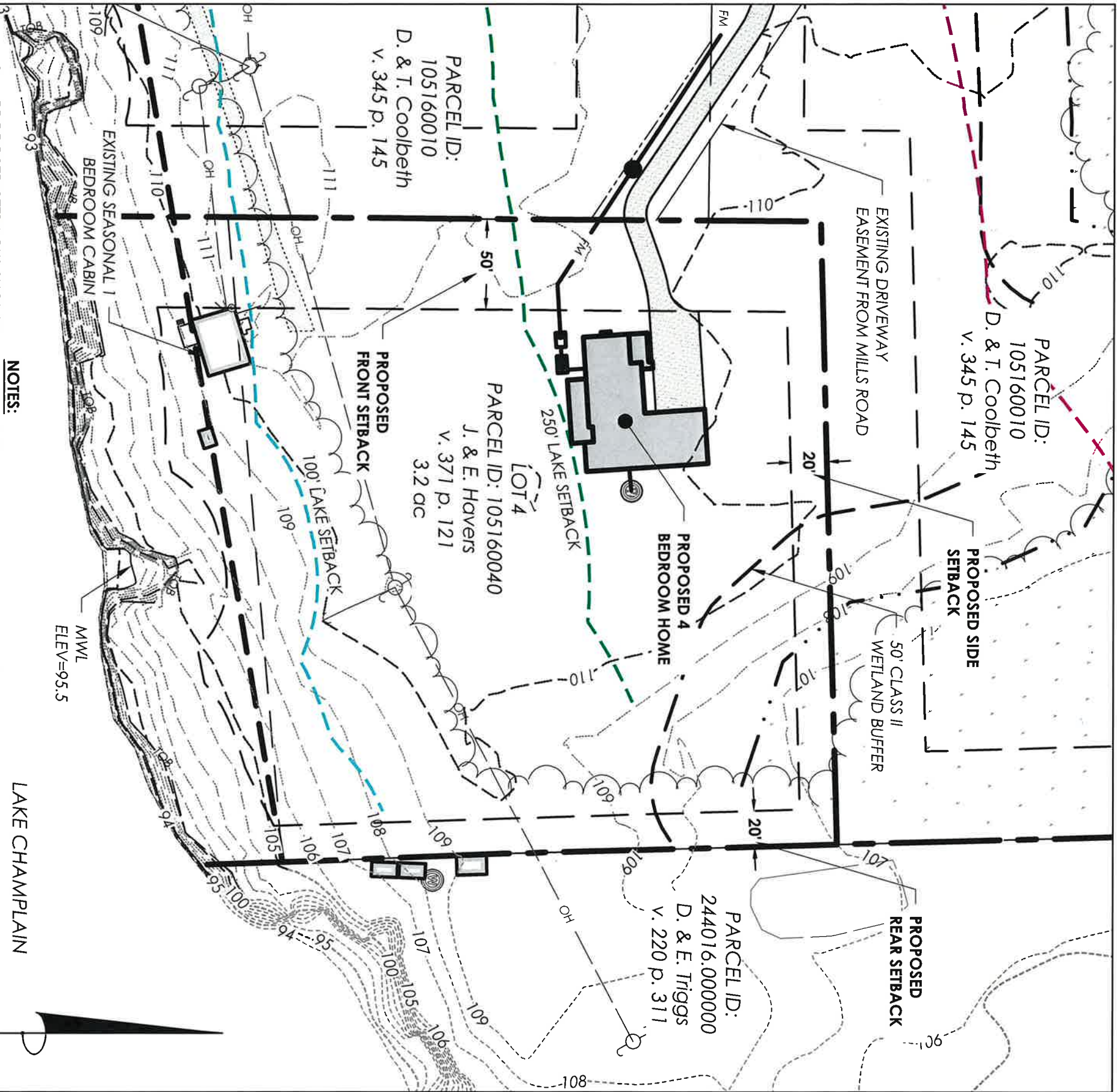
There are numerous existing access and utility easements throughout the Mills Road subdivision that benefit Lot 4 and no changes to property lines, easements or utilities are proposed with this application.

If you have any questions or comments, please do not hesitate to contact me by email at colen.johnson@bowman.com or by phone at (802) 879-6331.

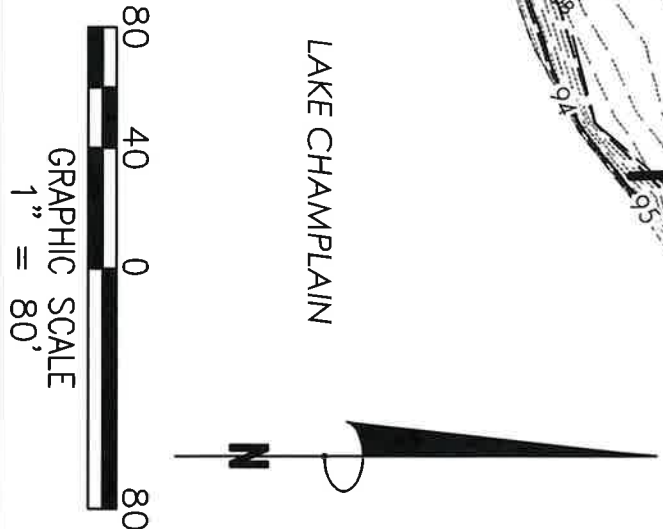
Sincerely,



Colen Johnson
Civil Engineer, Project Manager
Bowman



- NOTES:**
1. PROPOSED SETBACKS SHOWN ARE BASED ON THE REQUIRED SETBACKS FOR THE LAKEVIEW (LV) ZONING DISTRICT IN THE TOWN OF GEORGIA ZONING REGULATIONS DATED 10/13/2025.
 2. PROPOSED HOUSESITE AND DRIVEWAY SHOWN ARE APPROXIMATE AND MAY CHANGE PRIOR TO ZONING PERMIT APPROVAL.
 3. WETLAND DELINEATION AND PROPERTY BOUNDARIES SHOWN ARE BASED ON PRIOR CONFIRMED DELINEATIONS AND PRIOR BOUNDARY SURVEYS.
 4. WATER AND WASTEWATER FEATURES SHOWN ARE BASED ON APPROVED WASTEWATER PERMIT #WW-6-3912.



Bowman		HAAVERS	
478 Blair Park Road Williston, Vermont 05495		GEORGIA, VT	
Phone: (802) 879-6331 www.tcevt.com		JOB # 25-227	
		DATE 10/28/2025	
		SCALE 1"=80'	
		DRAWN CMJ	
		SHT 1 OF 1	

802.579.6331 www.iceit.com

Location



Legend

- State Significant Wetlands
- VHD Stream
- VHD Open Water
- Roads
- Parcel Boundary
- Parcel Boundary

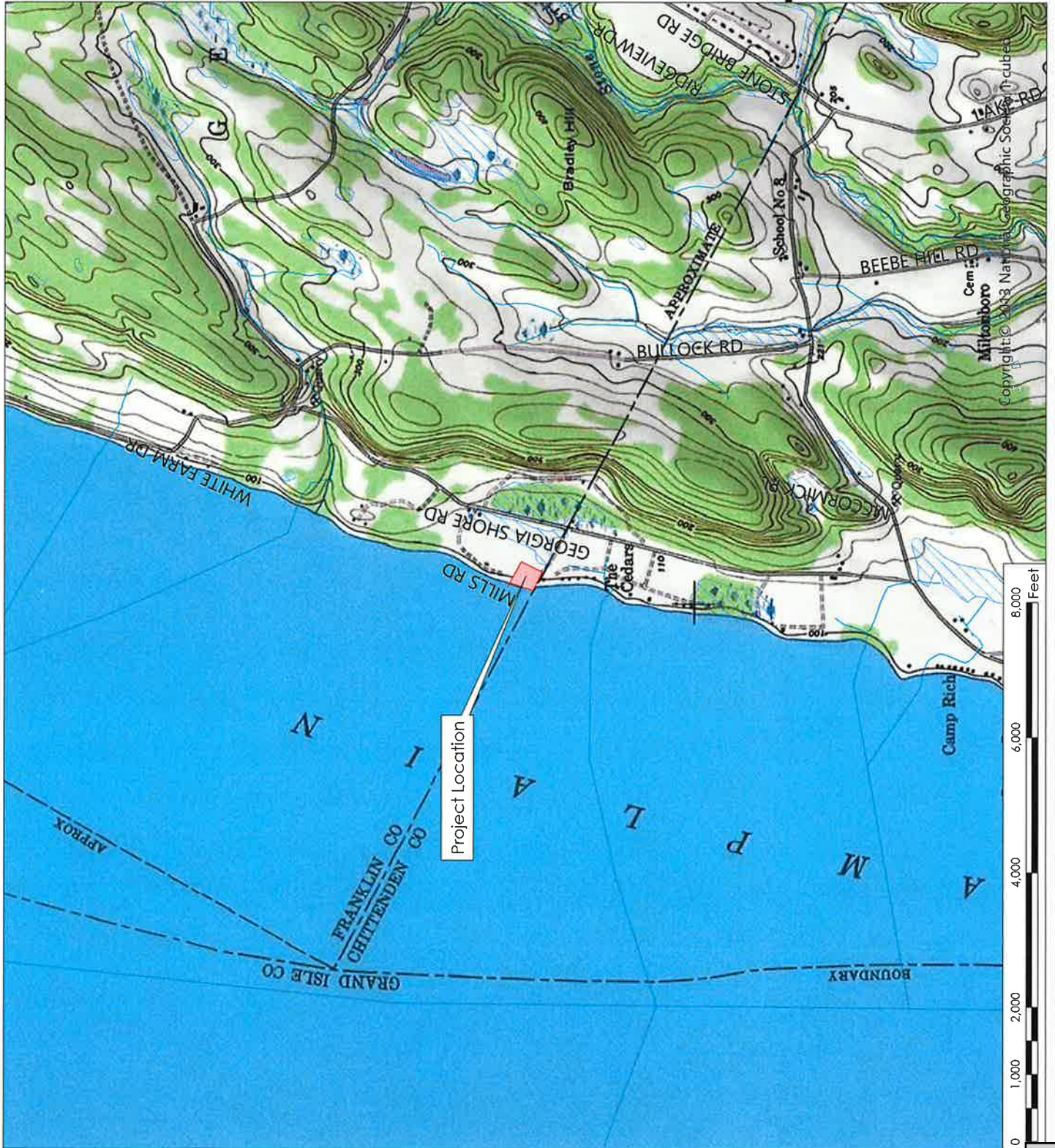
Sources: USGS 24k Topographic Maps; Project Area by ICE (2020); VT Significant Wetland by AIR (2017); VHD Stream by AIR (2018).

Disclaimer: The accuracy of information presented is determined by its sources. ICE is not responsible for any errors or omissions that may exist. Questions of on-the-ground location may be resolved by site inspections and/or surveys by a registered surveyor. This map is not a replacement for surveyed information or engineering studies.

Havers
190 Mills Road
Georgia, VT

Project Location Map

Project: 25-227
Prepared By: ERL
10/28/2025
1 inch = 2,000 feet



SITE PLAN AMENDMENT
Reduction in Setbacks
SA-004-25

Owner: Erica & Jason Havers 	Property Tax Parcel & Location: 190 Mills Road Parcel #105160040 Lakeview (LV) & Lakefront (LF) Zoning Districts
Engineer: Colen Johnson, Civil Engineer/Project Manager TCE/Bowman 478 Blair Park Road Williston, VT 05495 Colen.johnson@bowman.com	Surveyor:

BACKGROUND

Erica and Jason Havers, hereafter referred to as Applicants, are requesting a Site Plan Amendment from the previous subdivision of property decision (FP-002-23) to reduce the setbacks shown on the previous subdivision application from 50 feet and 75 feet, to 20 feet and 50 feet, respectively, to allow for construction of a single family home given the 250 foot lakeshore setback encumbering the parcel.

The parcel is located at 190 Mills Road within the Lakefront (LF) and Lakeview (LV) zoning districts with the total acreage of ±3.2 acres in size. The proposed setbacks for the property will match the setbacks for the zoning district in the recently issued 2025 zoning regulations.

PROJECT NARRATIVE SUMMARY

1. **Dimensional Requirements.** The dimensional requirements of the Lakefront (LF) and Lakeview (LV) zoning districts and the proposed dimensional measurements are as follows:

	L1/L2 (old)	LF	LV	Lot #4
Minimum Lot Size	1/3 acres	0.5 acre	1 acre	±3.2 acres
Lot Frontage	250/200 ft	100 ft	100 ft	±170 ft
Front Yard Setback	75 feet	30 ft	50 ft	±50 ft
Side Setbacks	50/30 ft	10 ft	20 ft	±20 ft
Rear Setbacks	50/30 ft	40 ft	25 ft	N/A

1. **Site Plans:** Applicants have submitted the following maps:
 - Havers Site Plan, 190 Mills Road, prepared by Bowman, dated 10/28/2025.
 - Havers Project Location Map, prepared by ERL, dated 10/28/2025.
2. This project proposes reducing the setback size from 50 feet and 75 feet, as shown on previous subdivision plans, to 20 feet and 50 feet respectively. The proposed setbacks reflect the new 2025 zoning regulations for the Lakeview (LV) zoning district.
3. The property spans both the Lakefront (LF) and Lakeview (LV) zoning districts, with the proposed four-bedroom home to be built exclusively in the Lakeview (LV) zoning district.
4. According to 2.1(E) *Parcels in More Than One Zoning District*. Town of Georgia Development Regulations (October 13, 2025):

When a zoning district boundary established by these Regulations divides a lot, the following requirements shall apply. These requirements shall not apply to the boundary lines of the Flood Hazard Area Overlay District:

(1) If at least forty-five percent (45%) of the lot's acreage lies in the zoning district with the least restrictive dimensional requirements, the least restrictive dimensional requirements apply to the entire lot. Otherwise, the dimensional requirements for each zoning district apply to the portion of the lot in that zoning district.

5. **Existing and/or proposed means of access to the site:** Access to the site exists via Mills Road. No change to access is proposed.
6. **Location of parking and proposed number of spaces:** The proposed house will have a garage and driveway sufficient to park two vehicles.
7. **Existing and/or proposed road and driveway access to site:** Road and driveway access exist via Mills Road. No change to access is proposed.
8. **Existing and/or proposed easements and rights-of-way:** There are several existing easements to the benefit of Lot #4. No changes to existing easements are proposed.
9. **Proposed and/or existing wastewater disposal and water supply:** There is an existing wastewater easement located on Lot #1 that benefits Lot #4. No change is proposed.
10. **Proposed drainage/storm water runoff (if required):** None required.
11. **Proposed landscaping (if applicable):** Landscaping will be typical of residential development.
12. **Size and location of proposed and/or existing buildings:** A four-bedroom house is proposed. See attached site plan for location.

13. **State permits required and/or obtained for this project:** WW-6-3912-1

14. **Proposed lighting:** Lighting will be typical of residential development.

Respectfully submitted,

Kollene Caspers
Zoning Clerk
Planning and DRB Clerk



GEORGIA

VERMONT

Sketch Plan Review Application

Application #SK

☐ Minor (3 lots or less) ☒ Major (4 lots or more)

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, existing and proposed lots, existing and proposed structures, roads, driveways, easements and/or rights of way.

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): Cline Road, LLC

Applicant(s): Same

Address: [REDACTED]

Address: [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

Zip Code [REDACTED] Telephone [REDACTED]

Email [REDACTED]

Tax Parcel ID: 1021300 Zoning District: AR-1 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: [Signature] Date: 11/7/25

Signature of Applicant: [Signature] Date: 11/7/25

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: [Signature] Date: 11/7/25

Signature of Owner: [Signature] Date: 11/7/25

47 Town Common Road North • St. Albans, VT 05478

Phone: 802-524-3524 • Fax: 802-524-3543 • website: townofgeorgia.com

Location of Property:

Undeveloped parcel across from 891 Cline Road

Parcel ID No.: 102130000

Zoning District: AR-1

Deed Reference: Volume 282 Page 288

Size of Parcel: 94 acres

Previous subdivision of parcel (if applicable)

Permittee name: _____

Date: _____ Map # _____

Previous Site Plan Approval (if applicable)

Permittee name: _____

Date: _____ Map # _____

If applicable:

Engineer: Mumley Engineering, Inc.

Surveyor: Day Land Surveying, PLLC

Phone: 802-851-8882

Phone: 802-849-6516

Email: luke@mumleyinc.com

Email: mark@daylandsurveying.com

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

See attached.

Number and size of lots proposed (including all building lots, common area lots, retained lots, and donated/ open space lots):

Lots 1-30 Residential Single Family Residence Lots - Variable size from 0.51 acres - 1.03 acres

Lot 31 - Road ROW lot with Open Space and Wastewater Easements = 32.0 acres. To be retained by Cline Road, LLC.

Lot 32 - Uninvolved Remaining Land = 34 acres. To be retained by Cline Road, LLC.

If a PUD, are you requesting waivers for proposed lot size & setbacks?

☒ Yes ☐ No (If yes please describe here)

Requesting waiver to reduce lot setback to 50' front, 15' side/rear

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

Civil Plan Sheet C-1 - Sketch Plan

Names and addresses of abutting property owners:

See attached.

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

Proposed 60' ROW with 24' road to serve the development with (2) cul-de-sac turnarounds.

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

Existing 25' ROW to be expanded to 60' to serve Lot 32 (uninvolved land)
Proposed Open Space easement totaling +/- 12 acres

Proposed and/or existing wastewater disposal and water supply:

Proposed community wastewater collection system and community mounds.
Each lot to have individual (or shared) drilled well.

Proposed drainage/storm water runoff (if required):

Roadside ditches to proposed structural stormwater practices designed to State regulations.
Proposed rooftop and driveway disconnections for individual lots where possible.

Proposed landscaping (if applicable):

Proposed headlight screening off Cline Road and across from Lots 1, 2, 3 driveways.

Size and location of proposed and/or existing buildings:

See site plan. Existing dilapidated farm buildings to be removed. Proposed new buildings will all be single family residential homes

State permits required and/or obtained for this project:

State of Vermont - Potable Water and Wastewater Disposal Permit, Operational Stormwater Permit, Construction Stormwater Permit
Act 250 Land Use Permit, Wetlands Impact Permit

Please Note: *sketch plan review does not constitute approval of a proposed subdivision plat. Following the public meeting, Applicant will receive a letter classifying the project as a Major or Minor subdivision, with guidance regarding next steps for their application.*

For the purpose of classification and initial discussion, subdivision applicants, prior to submitting applicable Preliminary or Final Plat applications, shall submit Sketch Plan information as outlined below. Applications shall be submitted at least 15 days prior to a regularly scheduled meeting of the Development Review Board (DRB) and no meeting shall be scheduled until all application materials are received. Applicants will be notified in writing if application materials are missing following submission. Sketch Plan meetings shall be noticed to adjacent property owners and posted at the Georgia Municipal Building. Sketch plans shall not be publicly warned in the Town’s newspaper of general circulation, as they do not constitute Public Hearings. (Section 4.3 (C)(1), Town of Georgia Development Regulations 05.02.22).

A Sketch Plan meeting with the DRB is required for all subdivisions (Major or Minor). Following Sketch Plan review, the DRB, will send a letter to all applicants summarizing feedback provided at the Sketch Plan meeting.

Sketch Plan review is intended to be an informal meeting. Surveyed and/or engineered drawings are not expected. Instead, the intention is for the Applicant to provide scaled and accurate drawings indicating proposed subdivision layout and related improvements. The DRB can then provide verbal and subsequent written feedback about applicable regulations prior to the Applicant incurring investment in survey and engineering work. Sketch Plan review does not constitute approval of a subdivision plat and is merely authorization for the Applicant to file a preliminary plat or final plat application.

APPLICATION SUBMITTAL REQUIREMENTS:

- 1) Completed Sketch Plan application form.
- 2) Sketch Plan application fee. Fee schedule is on the website at townofgeorgia.com.
- 3) A List for all adjacent property owners and current addresses, including all properties abutting the property proposed for subdivision and those properties across a street, highway, or other right-of-way
- 4) The Sketch Plan application shall consist of one or more maps or drawings which may be printed or reproduced on paper with all dimensions shown in feet or decimals of a foot, drawn to a scale of not more than one hundred (100) feet per inch, showing or accompanied by the following information:
 - a) Proposed subdivision name or identifying title and the name of the town.
 - b) Name and address of the record owner and applicant (if different).
 - c) Boundaries and area of proposed subdivision.
 - d) Size of lots and number of proposed lots.
 - e) Existing and proposed layout of property lines, type, and location of existing and proposed restrictions on land, such as easement and covenants, buildings, existing septic systems, well, water courses and other essential existing physical features, including mapped wetlands and flood plains.
 - f) Type, location, and approximate size of existing and proposed streets, utilities, and open space, if applicable.
 - g) Date, true north arrow, and scale (numerical and graphic).
 - h) Location map showing relation of proposed subdivision to adjacent property and surrounding area. Page 4 of 4
 - i) Deed reference and parcel tax identification number.
 - j) Zoning district(s) designation of the area to be subdivided and any zoning district boundaries affecting the subject parcel.

Please submit 11"x17" of sketch plans and a digital file of plans.

The subdivider, or a duly authorized representative, shall attend the meeting of the DRB on the sketch plan to discuss the requirements of these regulations for streets, improvements, drainage, sewage, water supply, fire protection, and similar aspects, as well as the availability of existing services and facilities and other pertinent information.

The DRB shall study the sketch plan to determine whether or not it conforms to, or would be in conflict with, the town plan, zoning regulations, and any other by-laws then in effect, and shall, where it deems necessary, make specific recommendations for changes

in subsequent submissions, which recommendations shall be provided in writing to the Applicant/Owner.

Approval of a sketch plan shall not constitute approval of a subdivision plat and is merely authorization for the Applicant to file a preliminary or final plat application.

(FOR TOWN USE ONLY):
Date received: _____ Fee paid: _____ Check # _____
Returned (incomplete) _____ Date: _____

Signed: _____

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.

PROJECT NARRATIVE

The applicants, Cline Road, LLC, are proposing a (30) Lot Planned Unit Development on an undeveloped parcel located on Cline Road in the Town of Georgia. The existing parcel consists of +/- 94 acres of agricultural fields and wooded areas, of which 60 acres would be used to create the PUD with the remaining 34 acres retained as uninvolved remaining lands. The proposed development will be accessed via an existing curb cut utilized by historic farm activities, directly across from 891 Cline Road.

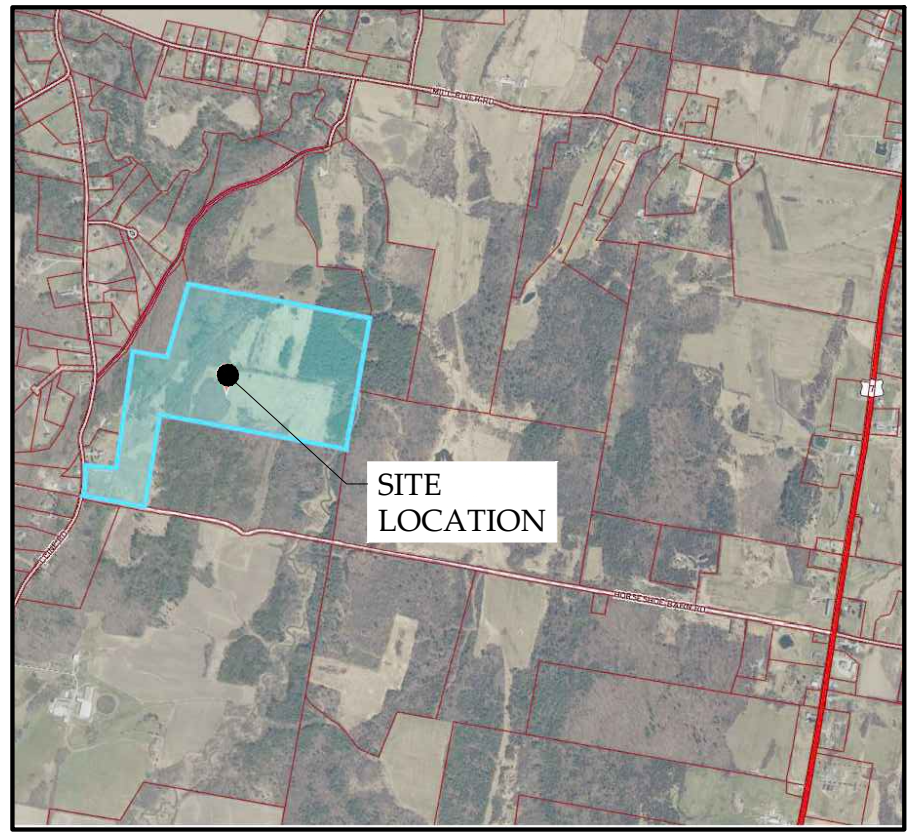
Proposed development will consist of a proposed 24' private road in a 60' ROW serving (21) single family dwelling units with an additional private road serving (9) units. Each lot will be served by individual drilled wells and a community wastewater system with a combination of shared mound systems located on Lot 31. Stormwater will be collected via roadside swales and treated in a combination of structural stormwater practices at various points within Lot 31. Open space is provided as an easement within Lot 31 totaling +/- 12 acres (20%) and will be kept in ownership by Cline Road, LLC.

Per Zoning Regulation 6.5.2(B), the applicant is requesting the following waiver:

- Reduction of the side/rear building setbacks from 20' to 15'. The lot sizes of the proposed development are consistent with the lot size of the RN Residential Neighborhood District which has a side/rear setback of 10'. The requested reduction to 15' would provide a compromise between these (2) Zoning Districts.

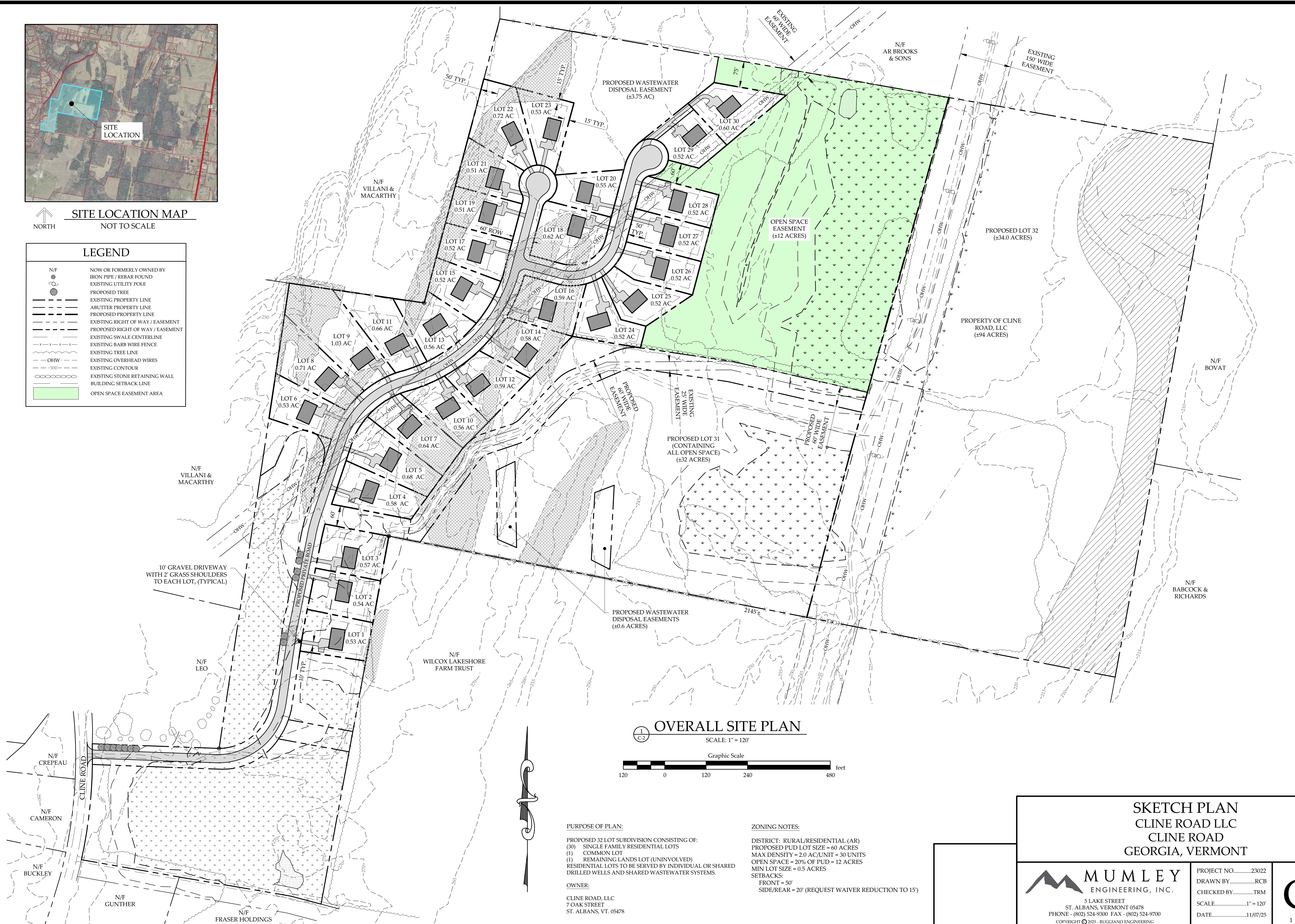
Pending State Permits:

- Potable Water and Wastewater Disposal System Permit – Pending
- Wetlands Conditional Use Permit – Pending. The State has visited the site and given preliminary concurrence of the project given the existing farm road that has crossed the wetlands for many years.
- Construction General Permit – Pending. It is presumed the project will qualify as Low Risk and be subject to the State Low Risk Handbook to dictate all erosion control measures.
- Operational Stormwater Permit – Pending.
- Act 250 Land Use Permit – Pending.



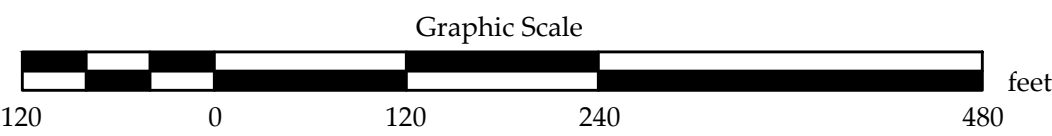
SITE LOCATION MAP
NOT TO SCALE

LEGEND	
N/F	NOW OR FORMERLY OWNED BY
●	IRON PIPE / REBAR FOUND
○	EXISTING UTILITY POLE
●	PROPOSED TREE
---	EXISTING PROPERTY LINE
---	ABUTTER PROPERTY LINE
---	PROPOSED PROPERTY LINE
---	EXISTING RIGHT OF WAY / EASEMENT
---	EXISTING SWALE CENTERLINE
---	EXISTING BARB WIRE FENCE
---	EXISTING TREE LINE
---	EXISTING OVERHEAD WIRES
---	EXISTING CONTOUR
---	EXISTING STONE RETAINING WALL
---	BUILDING SETBACK LINE
---	OPEN SPACE EASEMENT AREA



OVERALL SITE PLAN

SCALE: 1" = 120'



PURPOSE OF PLAN:

PROPOSED 32 LOT SUBDIVISION CONSISTING OF:
(30) SINGLE FAMILY RESIDENTIAL LOTS
(1) COMMON LOT
(1) REMAINING LANDS LOT (UNINVOLVED)
RESIDENTIAL LOTS TO BE SERVED BY INDIVIDUAL OR SHARED
DRILLED WELLS AND SHARED WASTEWATER SYSTEMS.

OWNER:

CLINE ROAD, LLC
7 OAK STREET
ST. ALBANS, VT. 05478

ZONING NOTES:

DISTRICT: RURAL/RESIDENTIAL (AR)
PROPOSED PUD LOT SIZE = 60 ACRES
MAX DENSITY = 2.0 AC/UNIT = 30 UNITS
OPEN SPACE = 20% OF PUD = 12 ACRES
MIN LOT SIZE = 0.5 ACRES
SETBACKS:
FRONT = 50'
SIDE/REAR = 20' (REQUEST WAIVER REDUCTION TO 15')

SKETCH PLAN
CLINE ROAD LLC
CLINE ROAD
GEORGIA, VERMONT



5 LAKE STREET
ST. ALBANS, VERMONT 05478
PHONE - (802) 524-9300 FAX - (802) 524-9700
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PROJECT NO.23022
DRAWN BY.....RCB
CHECKED BY.....TRM
SCALE.....1" = 120'
DATE.....11/07/25

SHEET NO.

C-1

1 OF 1 SHEETS

SKETCH PLAN REVIEW
Proposed 32-Lot/30-Unit PUD Major Subdivision
SK-006-25

Owner/Applicant: Cline Road LLC 	Property Tax Parcel & Location: Parcel ID#102130000 Cline Road, Georgia, VT Zoning District: AR
Surveyor/Engineer: Luke Willey, Mumley Engineering, Inc. 5 Lake Street St. Albans, VT 05478 PH: 802-851-8882 luke@mumleyinc.com	Surveyor: Day Land Surveying, PLLC PH: 802-849-6516 mark@daylandsurveying.com

BACKGROUND

Cline Road, LLC, hereafter referred to as Applicant, is requesting Final Plat review for a 32-lot/30-Unit Major Planned Unit Development (PUD) subdivision located off Cline Road and Horseshoe Barn Road in the AR zoning district. The ±94.49 acre parcel consists of agricultural fields and wooded areas, of which 60 acres will be used to create the PUD and the remaining 34 acres retained as undeveloped lands. The proposed subdivision will be accessed via an existing curb cut across from 891 Cline Road.

The proposed PUD will consist of a proposed 24' private road in a 60' ROW serving (21) single family dwelling units with an additional private road serving (9) units. Each lot will be served by individual drilled wells and a community wastewater system with a combination of shared mound systems located on Lot 31. Stormwater will be collected via roadside swales and treated in a combination of structural stormwater practices at various points within Lot 31. Open space is provided as an easement within Lot 31 totaling +/- 12 acres (20%) and will be kept in ownership by Cline Road, LLC.

COMMENTS

General Sketch Plan Review Requirements

1. **Dimensional Requirements.** Dimensional requirements for Major Subdivisions can be found in Section 7.3.5 of the *Town of Georgia Development Regulations* (October 13, 2025) and dimensional requirements for Planned Unit Developments (PUD) can be found in section 6.5 of the regulations.

The dimensional requirements of the Agricultural (AR) Zoning District and the proposed PUD subdivision lot dimensions are as follows:

	Minimum Lot Size	Lot Frontage (min)	Front Yard Setbacks (min)	Side Setbacks (min)	Rear Setbacks (min)	Building Size (max)	Building Height (min)
Agricultural (AR) Requirements	2 acres	150 ft	50 ft	20 ft	20 ft	N/A	35 ft
PUD in AR Requirements	0.5-1 acre	150 ft	50 ft	20 ft	20 ft	N/A	35 ft
LOT 1	±0.53 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 2	±0.54 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 3	±0.57 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 4	±0.58 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 5	±0.68 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 6	±0.53 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 7	±0.64 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 8	±0.71 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 9	±1.03 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 10	±0.56 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 11	±0.66 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 12	±0.59 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 13	±0.56 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 14	±0.58 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 15	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 16	±0.59 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 17	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 18	±0.62 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories

LOT 19	±0.51 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 20	±0.55 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 21	±0.51 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 22	±0.72 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 23	±0.53 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 24	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 25	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 26	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 27	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 28	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 29	±0.52 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 30	±0.60 acres	Unknown	±50 ft	±15 ft*	±15 ft*	N/A	1- 2 stories
LOT 31 (open space and WW easements)	±0.32 acres	N/A	N/A	N/A	N/A	N/A	N/A
LOT 32 (undeveloped remaining land)	±0.34 acres	N/A	N/A	N/A	N/A	N/A	N/A

2. ***Waivers Requested:** Applicant is requesting a waiver of the side and rear setbacks in the AR zone to accommodate the PUD properties. Such setback reductions include 20 foot AR setbacks to 15 foot setbacks.
3. **Potential Additional Waivers:**
 - Use of the right-of-way in lieu of road frontage waiver
 - Waiver for Lot 9, over 1 acre maximum lot size
4. **List of plans, sketches, or other information submitted with this application:**

Applicant has submitted one map titled, “*Sketch Plan Cline Road LLC*” prepared by Mumley Engineering, Inc. on 11/7/2025.
5. **Proposed project alignment with PUD requirements-** See 6.5.4 PUD Standards (Town of Georgia Development Regulations, 10/13/2025).

Section 6.7 Density Bonus for PUD

(D)2: Density Bonus, Community Recreation Area

The DRB with approval by the Selectboard may accept Community Recreation Area parcels to be donated to the Town of Georgia to be openly accessible to the public during daylight hours, readily visible from the public way, clearly marked as available to members of the public, provide community recreation amenities suitable and accessible to a range of ages and abilities, and provide adequate shade, trees and seating areas as well as other amenities as may be required by the DRB. The DRB may allow greater density bonus or use the Community Recreation Area as a replacement for commercial offset in the VC district. In the VC District, the Community Recreation Area should be of size and scope to offset the commercial requirement for the development.

6. **Lot layout.** As proposed, the boundary lines are linear and proposed lots are generally regular in shape. Lot 9 will need a waiver, as maximum lot size in this PUD is 1 acre (see table 6.3, PUD Requirements, 2025 Development Regulations).
7. **Suitability for development.** This 32 Lot subdivision is in line with AR- PUD standards for residential properties, with waivers.
8. **Existing aesthetic features such as trees, scenic points, streams, rock outcroppings, water bodies, wetlands, agricultural resources, other natural resources, and historical resources.** Not addressed in the application or project narrative.
9. **Storm water and erosion control plan during construction.** Roadside ditches to proposed structural stormwater practices will be designed to state regulations. Proposed rooftop and driveway disconnections will be made available for individual lots where possible.
10. **Conformance with Town Plan and Bylaws.** This type of PUD subdivision conforms with the Town Plan and Development Regulations. In addition, the proposed 30 units will help the Town of Georgia reach the goals of creating 35-40 houses per year, as mandated by the State of Vermont and Northwest Regional Planning Commission to increase housing.
11. **Compatibility with surroundings.** The proposed PUD subdivision will be located behind existing houses, screened by existing trees and not visible from Cline Road.
12. **Municipal Services.** Applicant has not obtained an Ability to Serve letter from the Fire Chief. A letter will be required for Preliminary Plat Review.
13. **Wastewater Disposal and Water Supply.** Proposed community wastewater collection system and community mounds are planned. Each lot will have an individual or shared drilled well.
14. **Vehicular Traffic.** The existing 25-foot right-of-way will be expanded to a proposed 60-foot right-of-way, with a 24-foot road to serve the development with two (2) cul-de-sac turnarounds.

15. **Landscaping Plan and Lighting.** Proposed headlight screening off Cline Road and across from lots 1, 2, and 3 driveways. Lighting was not addressed in the application or project narrative.

16. **State permits.**

- Potable Water and Wastewater Disposal System Permit – Pending
- Wetlands Conditional Use Permit – Pending. The State has visited the site and given preliminary concurrence of the project given the existing farm road that has crossed the wetlands for many years.
- Construction General Permit – Pending. It is presumed the project will qualify as Low Risk and be subject to the State Low Risk Handbook to dictate all erosion control measures.
- Operational Stormwater Permit – Pending.
- Act 250 Land Use Permit – Pending.

Respectfully submitted,

Douglas Bergstrom
Zoning Administrator
Planning, DRB & 911 Coordinator

cc: Applicant and Engineer



GEORGIA VERMONT

DRB MEETING Tuesday, November 18, 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 PRESENT

Chair Charles Cross, Lisa Faure, Gilles Rainville, Jared Waite, Glenn Sjoblom

DRB ABSENT

Vice Chair James Powell, Tony Gabel, Leigh Horton, Chris Caspers

STAFF PRESENT

Doug Bergstrom, Kollene Caspers

PUBLIC PRESENT

Brian & Heather Dunsmore, Justin Holmes, Considine & Sara Heth, Luke Willey, Ian McCullough (via Zoom)

2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

D. Bergstrom requested the addition of a DRB review of a ZA BLA decision draft.

3. PUBLIC HEARINGS

A. FA-001-25, Continuance, Final Plat Amendment for Hibbard

Present for FA-001-25 as Interested Parties: Kathy Considine

- Chair Cross swore in parties present for the hearing and introduced the DRB report to the Board and the public.
- Justin Holmes, Engineer with Pinnacle Engineering, was present on behalf of the Applicant to explain the project and answer DRB questions.
- ZA Doug Bergstrom explained the Conservation Easement and advice from the Town attorney regarding the process for changing the Agricultural and Conservation

Easement. Because the conservation easement established in 1999 was executed through the Planning and Zoning process, this decision can be modified by the DRB with Selectboard approval, and advisory recommendations by the Georgia Conservation Commission and the Planning Commission.

- Kathy Considine was present as an abutting property owner. She was interested to hear what the intended use of land was and stated she had no objection to a single-family home and a potential barn.
- DRB inquired on the Georgia Conservation Commission's review of the Hibbard property and what the reservations they had on changing the Agricultural and Conservation easement. J. Holmes, who was present at the GCC meeting, was able to give insight into the discussion at the meeting, which included wetlands, the building envelope, and some personal opinions on the subject.

Motion to close the hearing at 7:27pm

Motion made by Sjoblom, Seconded by Waite

Voting Yea: Chair Cross, Faure, Rainville, Waite, Sjoblom

B. CU-004-25, Conditional Use Application for McCullough Crushing, Inc.

Present for CU-004-25 as Interested Parties: Gilles Rainville*

*DRB Member Gilles Rainville recused himself from the DRB Board for this hearing but remained for the duration of the hearing for his own information.

- Chair Cross swore in parties present for the hearing and introduced the DRB report to the Board and the public.
- Luke Willey, engineer with Mumley Engineering for the Applicant, was present at the hearing and Ian McCullough, Applicant, was present via Zoom. The Rainville Quarry is owned by Claudette Rainville and has been leased and operated by McCullough Crushing since 1999.
- D. Bergstrom had questions, including the \$50,000 Reclamation Escrow, which has been fulfilled via CD and is now valued at approximately \$76,000. An additional \$100,000 reclamation funds were suggested in 2016 (PC-023-16/ZBA-004-16). This is a surety for the Town and the property owners that the quarry will be made whole at the completion of the quarry activities.
- L. Willey explained that McCullough Crushing is a reputable company operating throughout the State of Vermont, and requests that, given this track record, the DRB board take this into consideration while determining reclamation escrow amounts.
- Blasting notices question from abutter Robin Mercier, who sent an email to the ZA and read aloud for the record, requesting notices for blasting and a phone number to call in case of questions or concerns. She used to have both, but the number is no longer available and she has not received notices or seismograph readings for a few years. I. McCullough said blasting notifications should occur within 12 hours of a blast and his employees will go door to door to let the abutters know, within a certain number of miles. He will follow up with R. Mercier.
- D. Bergstrom said the Town wasn't getting the blast reports. The reports were completed, and copies given to him, but requested for future blast reports to be shared with the Town.
- The DRB requested additional information, including: the total amount of cubic yards taken from the quarry; asking for "right turn only" signs for trucks; hours and days of

operation for the new CU, including allowable operations for distribution during winter closed times to municipalities for emergency use.

- The DRB will also discuss the reclamation plan and any additional escrow requests.
- The conservation easement for deer wintering is located on the property.
- No questions or input from G. Rainville.

Motion to continue the hearing until December 16, 2025 made at 8:05pm

Motion made by Sjoblom, Seconded by Waite.

Voting Yea: Chair Cross, Faure, Rainville, Waite, Sjoblom

4. **APPROVAL OF MINUTES**

A. DRB Meeting Minutes: October 21, 2025

Motion to approve October 21, 2025 minutes with no changes.

Motion made by Rainville, Seconded by Sjoblom.

Voting Yea: Chair Cross, Faure, Rainville, Waite, Sjoblom

B. DRB Meeting Minutes: November 4, 2025

Motion to approve minutes from November 4, 2025 with no changes.

Motion made by Sjoblom, Seconded by Waite.

Voting Yea: Chair Cross, Faure, Waite, Sjoblom

Voting Abstaining: Rainville

5. **OTHER BUSINESS**

- D. Bergstrom presented the DRB with a ZA BLA decision draft. DRB reviewed the BLA decision letter. D. Bergstrom explained the BLA request by the landowner and answered DRB questions.
- Rules of Procedure and Conflict of Interest Policy approval were tabled for the December 2nd meeting.

6. **PLAN NEXT MEETING AGENDA**

A. December 2, 2025

Two scheduled hearings- Cline Road LLC & Havers

7. **DELIBERATIONS**

Motion to enter into Deliberations at 8:12pm

Motion made by Rainville, Seconded by Waite

Voting Yea: Chair Cross, Faure, Rainville, Waite, Sjoblom

Gilles Rainville recused himself and left at 8:35pm before the CU-004-25 deliberative session.

Motion to exit deliberations at 8:49

Motion made by Sjoblom, Seconded by Faure

Voting Yea: Chair Cross, Faure, Waite, Sjoblom

8. **ADJOURN**

Motion to adjourn at 8:52pm

Motion made by Sjoblom, Seconded by Waite.

Voting Yea: Chair Cross, Faure, Sjoblom, Waite

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: Kollene Caspers, Zoning Clerk, DRB Clerk

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

DRAFT