

Chelsea, Vermont, Development Review Board
Draft Meeting Minutes June 19, 2019

Members Present: Anne Carroll (Chair), Debra Melvin (Vice Chair), Laurence Allen, Johanna Welch

Members Absent: Jonathan Vermette

Others Present: Susan Elder (Representing the Town of Chelsea), Timothy McCormick (AO, Clerk)

The Public Hearing on an application by The Town of Chelsea (#ZP19-11, Parcel #110-024.100)

For an After-the-Fact Conditional Use Permit under the Chelsea Flood Hazard Bylaw to add fill for bank stabilization along the First Branch of the White River, and to remove debris caused by flooding within a flood plain.

Anne Carroll opened the meeting at 6:00 pm. The hearing began with a reading of the minutes as posted and published. No conflicts of interest or ex officio conversations were disclosed. There were no interested parties present other than the applicant. The applicant was sworn in.

Anne asked Susan to explain the project. Susan said that the Heath Field was damaged by flooding years ago and that the Town applied to the Federal Emergency Management Agency (FEMA) for a grant to repair the damage and restore the area back to pre-flood conditions. Susan stated that the application was denied and said that if the Town had installed “flooded-prevention” measures which were later destroyed by a flood, the Town would be eligible for funding.

Susan stated that the Town found funds in the Town budget to do the restoration without the grant. The restoration was completed, but the Town was unaware that the project required a local zoning permit. Susan also mentioned much of the work that was completed is already washing away.

A Permit from Patrick Ross, Stream Alteration Engineer from the Vermont Rivers Program and a letter from Ned Swanberg, Central Vermont Flood plain Manager of the Vermont Flood Management program were presented during the hearing. This was followed by a discussion regarding the role of State permitting vs. that of local permitting. Anne explained that even though State issues permits and guidance regarding streambank protection and floodplain management, the Town of Chelsea still must review the project for compliance with the Chelsea Flood Hazard Protection Regulations.

Deb moved to close the hearing and Larry seconded the motion. The hearing was closed at 6:20pm.

Organizational Meeting

After the hearing on application ZP19-11, the Development Review Board (DRB) had a discussion with Susan regarding the term limits for DRB members, the number of members needed for a quorum on the Board.

The Board discussed the importance of having 5 permanent members and 2 alternates listed with their terms clearly defined. That way, hearings can be arranged with assurance that a majority of members can attend.

Susan said that the Select Board will be meeting on July 2, 2019 and will put the matter on the agenda.

Submitted by,
Timothy McCormick, Administrative Officer and DRB Clerk