

1 **TOWN OF CHESTER**  
2 **DEVELOPMENT REVIEW BOARD**  
3 **DRAFT MINUTES**

4 *April 28, 2025*

5 **BOARD MEMBERS PRESENT:** Gary Coger, Mark McKeon and Larry Semones at the Town  
6 Hall,

7 **STAFF PRESENT:** Zoning Administrator Preston Bristow and Recording Secretary Cathy  
8 Hasbrouck at the Town Hall.

9 **CITIZENS PRESENT:** Naomi Johnson, Julie Hance and Jeff Holden at Town Hall.

10 **Call to Order**

11 3:00 Gary Coger, filling in for the chair Bob Greenfield, called the meeting to order at 6:00 PM.  
12 He led the group in the pledge of allegiance and introduced the members of the Development  
13 Review Board and staff.

14 **Agenda Item 1 Review the minutes of the February 24, 2025 meeting.**

15 The DRB considered the minutes of the meeting on February 24, 2025. Gary Coger was the only  
16 person present who was also present at the February 24, 2025 meeting. He said he had no  
17 changes to the minutes. Larry Semones moved to accept the minutes as written. Mark McKeon  
18 seconded the motion. There was no discussion. A vote was taken, and the minutes were  
19 approved as written.

20 **Agenda item 2 Citizens Comments**

21 4:54 There were no citizen comments.

22 **Agenda Item 3 Hearing #614 for a Flood Damage Prevention Review at 27 Flamstead Road**

23 4:56 Gary Coger said the hearing was for a Flood Damage Prevention Review of a new pump  
24 station at 27 Flamstead Road. He asked the Board members if they had any conflicts of interest  
25 to report, or any ex-parte communication on the issue. None had. He then entered the exhibits  
26 into evidence.

27 5:36 The first document was an Application for Hearing made by Julie Hance Town Manager for  
28 the Town of Chester, dated January 14, 2025. Larry Semones moved to accept the application as  
29 Exhibit A. Mark McKeon seconded the motion. A vote was taken, and the application was  
30 accepted as Exhibit A.

31 The second document was a Notice of Hearing for Flood Prevention Review on April 28, 2025.  
32 The notice was published April 3, 2025, and signed by Preston Bristow, Zoning Administrator.  
33 Larry Semones moved to accept the notice as Exhibit B. Mark McKeon seconded the motion. A  
34 vote was taken, and the Notice was accepted as Exhibit B.

35 The third document was a list of 100-foot abutters. Notices of the hearing were mailed to the  
36 citizens on the list on April 4, 2025. Larry Semones moved to accept the abutter list as Exhibit  
37 C. Mark McKeon seconded the motion. A vote was taken, and the list was accepted as Exhibit  
38 C.

1 The fourth document was a portion of the tax map showing the parcel in question and the  
2 abutting parcels. Larry Semones moved to accept the map as Exhibit D. Mark McKeon  
3 seconded the motion. A vote was taken, and the map was accepted as Exhibit D.

4 The fifth document was the Hydrology and Hydraulics report from Naomi Johnson of Dufresne  
5 Group. Larry Semones moved to accept the report as Exhibit E. Mark McKeon seconded the  
6 motion. A vote was taken, and the report was accepted as Exhibit E.

7 8:28 The sixth document was a site location map for the proposed pump station. Larry Semones  
8 moved to accept the location map as Exhibit F. Mark McKeon seconded the motion. A vote was  
9 taken, and the map was accepted as Exhibit F.

10 The seventh exhibit was an e-mail from Asa Brayton, a Regional Floodplain Manager at the  
11 Vermont Department of Conservation to Naomi Johnson of Dufresne Group, stating that the  
12 pump station in the proposed location with no rise H&H study is allowable. Larry Semones  
13 moved to accept the e-mail as Exhibit G. Mark McKeon seconded the motion. A vote was  
14 taken, and the e-mail was accepted as Exhibit G.

15 The eighth document was survey map, Figure 2 from a Proposed Pump Station document, by  
16 Dufresne Group, showing the location of the new and old stations, existing roads, FEMA  
17 Floodway limit, the Williams River, overhead utility lines and water and sewer lines. Larry  
18 Semones moved to accept the drawing as Exhibit H. Mark McKeon seconded the motion. A  
19 vote was taken, and the drawing was accepted as Exhibit H.

20 The ninth document was a map of the proposed plantings around the new pump station. Larry  
21 Semones moved to accept the planting map as Exhibit I. Mark McKeon seconded the motion. A  
22 vote was taken, and the map was accepted as Exhibit I.

23 10:58Preston Bristow explained that Vermont law requires a town seek a comment from the state  
24 every time an application for development in a flood plain is received. Preston pointed out that  
25 this development is in the floodway, which is more likely to flood and more regulated than a  
26 flood plain. Preston said technically the town is not obliged to follow this advice, but towns do  
27 follow it.

28 Naomi Johnson explained that the replacement pump station will be sited to the west of the  
29 existing station. The new facilities will be elevated above the 500-year flood level to protect  
30 elements of the pump station from inundation. She said the study showed the improvements will  
31 not cause a rise in the 100-year flood elevation. She noted that proposed plantings to screen the  
32 new station are required if the Town of Chester wants reimbursement from the state for the  
33 project. The Town of Chester wants the plantings to be a condition of the permit.

34 Mark McKeon asked what the current function of the pump station is. Naomi explained that the  
35 pump collects wastewater from a large area including the Stone Village and pumps it to the  
36 sewage plant to the south. The Station is 50 years old. The pumps are not submersible and when  
37 the area is flooded, as it was in 2023, the pumps are damaged and do not work. The new design  
38 has submersible pumps which will not be damaged by inundation. Gary Coger asked when the  
39 project will start. Naomi said it was planned for 2026.

40 Cathy Hasbrouck pointed out that the procedure for examining the application was on page 4-13  
41 of the bylaws. Preston Bristow read the section out loud.

1 **3. Review Procedure.** The DRB shall review the application, comments from the State National  
2 Floodplain Insurance Program Coordinator at the Vermont Agency of Natural Resources,  
3 Department of Environmental Conservation, River Management Section, if available, and other  
4 pertinent information available to insure compliance with the development standards set forth in  
5 Article 6 Development Standards, and:

6 a. The DRB shall review the application and assure that all permits required for the proposed  
7 development by municipal law have been received by the applicant.

8 b. The DRB may, in its discretion, require that a consultant be hired to aid in the permitting  
9 process. Should a consultant need to be hired, the expense of said consultant will be the sole  
10 responsibility of the applicant.

11 c. If the DRB approves the proposed project, among other conditions, the DRB shall, in its  
12 decision, make the approval contingent on the applicant obtaining all permits required by federal  
13 or state agencies, as shown on the project review sheet.

14 d. The permit issued by the Zoning Administrator after the DRB approval shall contain, among  
15 other conditions, a statement that the validity of the permit is contingent on the applicant  
16 obtaining all permits required by federal or state agencies, as shown on the ANR permit review  
17 sheet.

18 e. Applicant is required to obtain the legally required permits from the entity indicated on the  
19 permit review sheet, or, if it is determined by that agency that a permit is not required, a letter so  
20 stating from the agency, and as received provide copies of the permit or letter to the Zoning  
21 Administrator for the applicant's file. It was determined that the application met all the  
22 requirements listed.

23 It was determined that this application met the requirements. There being no further discussion,  
24 Larry Semones moved to close the hearing. Mark McKeon seconded the motion. A vote was  
25 taken, and the hearing was closed.