

**Development Review Board
Town Offices, New Haven, Vermont
November 8, 2010**

Members Present: George Apgar, Kathy Barrett, Donna Blaise, Tim Bouton, Jim Gallott, Donald Johnston

Members Absent: Mike Sweeney

Alternates Present: Steve Dupoise

Alternates Absent: Andy Dykstra

Guests: Assistant Zoning Administrator (AZA)-Jill DeVoe

Public Present: John Roleau

Tim Bouton-Chair called the meeting of the Development Review Board (DRB) to order at 7:02 PM.

Public Hearing

There were no warned hearings for this evening.

Visitors Business

1) Champlain Oil Company c/o Packard of Vermont, John Roleau, requests a sketch plan hearing in reference to a Conditional Use and Site Plan Review permit. To place a used vehicle lot on the former Monty property located at the intersection of VT Route 17 and US Route 7.

John Roleau has a letter from Champlain Oil Company (COCO) CEO, Tony Cairns, giving John Roleau permission to represent COCO at the DRB hearings.

Roleau is connected with Packard of Vermont in New Haven and he would like to expand the business that his father (Amos) began in 1963. Roleau's plan is to lease the property located at the intersections of VT Route 17 and US Route 7, currently owned by COCO. Roleau wants to relocate the cars for sale at the current Packard of Vermont location on Town Hill Road, as well as expand this section of his business. Roleau would also have a business partner, who was not present this evening, CCR Sales/Service from, Essex Vermont. CCR Sales/Service specializes in compact tractors sales and service as well as lawn mowers and other agriculture type equipment and they are looking to expand their business.

Plans are to put an office trailer, with two separate offices located within, on the lot to be used by both businesses. Roleau's would be considered a motor vehicle dealer thus he would be able to sell anything that is able to be registered (cars, boats, ATV's, trailers, etc.). According to State regulations Roleau would only be able to display the vehicles at this location. All final sale transactions need to be completed at the New Haven facility, on Town Hill Road. Roleau is not planning on any service facilities at the Routes 17 & 7 location.

Roleau presented a sketch plan showing potential 7 foot wide parking spaces for the vehicles, tractors and equipment for sale. The entrance to the facility would be off of Route 17. A split rail fence with a gate would be installed around the area where the cars for sale would be parked. Installation of at least 2

outside lights is being considered: one over the cars and one over the tractor equipment. No septic is being considered at this time; Roleau plans on using a Port-a-Let. There are no particular landscaping thoughts being considered at this time.

The DRB indicated that the property at the corner of VT Route 17 and US Route 7 is in the Highway Commercial district and is a corner lot. A corner lot has two fronts and two sides. Setback requirements are: 20 feet from the side boundary lines and 75 feet from the centerlines of VT Route 17 and US Route 7.

Thoughts the DRB made to Roleau for inclusion in his application and site sketch are:

- The application when presented should reflect everything that Roleau wants to do long term with the property.
- Lighting requirements are listed in the New Haven Zoning regulations; Roleau should obtain a copy of the regulations to follow.
- Check with the State regarding septic and wastewater requirements.
- Total acreage of the lot needs to be shown.
- Signage- check with the regulations. Indicate on the application where any or all signage will be located on the property.
- Location as well as sizes of the office trailer, Port-a-Let, and any other structure need to be shown
- If a fence is to be installed, Section 622 of the New Haven regulations should be followed.
- This would be considered a Conditional Use and it would be best for Roleau to make the application himself and then sublease to CCR Tractor Sales and Service business.
- A Site Plan and a Conditional Use would both have to be approved as two separate applications.

End of Visitors Business

Minutes

- 1) Dupoise made the motion to approve the October 18, 2010 DRB minutes as presented.
Barrett seconded
Discussion – none
Vote: Yes – 6 (Apgar, Barrett, Bouton, Dupoise, Gallott, Johnston)
No – 0
Abstention – 1 (Blaise)
Motion carried
- 2) Gallott made the motion to approve the October 19, 2010 DRB minutes as presented.
Dupoise seconded
Discussion – none
Vote: Yes – 6 (Apgar, Barrett, Bouton, Dupoise, Gallott, Johnston)
No – 0
Abstention – 1 (Blaise)
Motion carried
- 3) Findings of Fact and Conclusions of Law for Apiary Farms LLC (Kirk Webster)
A correction on item #4 to add – Donald Johnston – Surveyor for Apiary Farms LLC.

Barrett made the motion to accept the Findings of Fact and Conclusions of Law for Apiary Farms LLC with the correction to item #4.

Gallott seconded

Discussion – none

Vote: Yes – 5 (Apgar, Barrett, Bouton, Dupoise, Gallott,)

No – 0

Abstention – 2 (Blaise, Johnston)

Motion carried

Correspondence

- Received a certified letter from the New Haven Planning Commission indicating they have finish the proposed New Haven Town Plan with the notice of changes.
- A letter from John Madden dated October 20, 2010 was received by the Town of New Haven on October 22, 2010.

New Business

There are no items on the agenda for the DRB meeting scheduled for November 15, 2010 and the Chair will be not be available that evening, the meeting for November 15, 2010 will be cancelled.

Old Business – none

Barrett made the motion to adjourn.

Gallott seconded

Discussion – none

Vote: Yes – 7 (Apgar, Blaise, Barrett, Bouton, Dupoise, Gallott, Johnston)

No – 0

Abstention – 0

Motion carried

The meeting adjourned at 8:30 PM

Respectfully Submitted By
Karen Gallott

Tim Bouton, Chair

George Apgar

Donna Blaise

Kathy Barrett

Steve Dupoise

Jim Gallott

Donald Johnston