

**Development Review Board Minutes  
Town Office/Library, New Haven, Vermont  
April 20, 2015**

**Members & Alternates**

**Present:** Kathy Barrett, Tim Bouton, Steve Dupoise, Jim Gallott, Victor Bolduc-Alternate,

**Members Absent:** Donna Blaise, Donald Johnston, Mike Sweeney

**Staff:** Dave Wetmore, Zoning Administrator

**Guests:** Marie Gordon, Doug Burnham, Phyllis Smith, Tamara Boise, Joe Boise, Patrick Palmer

The Chair-Bouton called the Development Review Board (DRB) meeting to order at 7:00 PM.

**I. Adjustments to the agenda – the following individuals were added to the agenda:**

Phyllis Smith  
Patrick Palmer

**II. Visitors Business**

a. Cyclewise, Joe and Tamara Boise

The Boise's presented to the DRB their options with regards to current needs on their property. The Boise's want to do an addition onto the existing building to accommodate potential growth of the motorcycle business at the same time they need to satisfy the needs of the towing business.

The DRB indicated that the Boise's need to keep in mind the setback requirements. The DRB also indicated that if a boundary line adjustment for the motorcycle business were made on south side this would make the existing residence landlocked. Thus, that issue would have to be resolved.

The towing business is currently out of compliance. To have the highway commercial district extended the Boise's would need to go to the Planning Commission.

The DRB indicated that if a boundary line adjustment was an option the Boise's wanted to follow, a survey map would need to be done. The DRB would also like to see, but is not required, the design for the front of the addition to the main building.

b. Phyllis Smith

A complaint was presented this evening. Smith indicated the location of her neighbor's shed (Smith called it a non-permanent structure), was not in compliance as it was only setback 18 feet from the boundary line and regulation setback is 25 feet. According to the neighbor's original site plan (3/23/2010) the shed was to be located in a different area than where it is located now. Smith would feel more comfortable if the shed structure were moved away from the property line.

The Zoning Administrator (ZA) will look into the complaint by sending a letter to the non-compliant party asking them to make the location of the shed in compliance. The ZA indicated that if no action was taken by this party then he would issue a Notice of Violation.

c. Pat Palmer

Palmer and his son currently own an 80 acre lot on Hunt Road and they would like to build a house and do a subdivision of this property. Palmer's questions were: Subdivide first, then build or build first then subdivide.

The potential lot does not have adequate road frontage so the DRB advised Palmer that if he could work out a boundary line adjustment with the abutting neighbor that would be the best solution. Palmer will see what he can do.

**Public Hearing was opened at 7:49 PM**

No hearings were scheduled

**Public Hearing was closed at 7:50 PM**

**DRB Business**

**1. Sketch Plan Reviews**

a) Phil Bartsch – 2 lot Subdivision  
Bartsch was not present tonight.

**2. Minutes**

Dupoise made a motion to approved the DRB minutes of March 16, 2015 as presented  
Gallott seconded  
Discussion – none  
Vote Yes – 5 (Barrett, Bolduc, Bouton, Dupoise, Gallott)  
No – 0  
Abstention – 0  
Motion carries

The April 6, 2015 DRB minutes were not approved as there DRB members not present tonight.

**3. Review and Sign Decisions:**

a) 2015 DRB-01-SP – Champlain Precision Site Plan amendment  
Bolduc made the motion that those DRB members present will sign the Decision & Findings of Facts and the absent DRB members will sign the Decision and Findings of Facts at a later date.  
Dupoise seconded  
Discussion – none  
Vote Yes – 5 (Barrett, Bolduc, Bouton, Dupoise, Gallott)  
No – 0  
Abstention – 0  
Motion carries

**4. Review for compliance and sign final plats – none**

**5. Correspondence – none**

**6. New Business – none**



**7. Old Business**

DRB still needs new members:  
Susan Smiley and Marie Gordon both have expressed an interest.  
The ZA sent out draft copies of amendments and would like input from the DRB .  
ZA will check with Vermont League of Cities and Towns to see if a DRB member must be a resident of the town.

Barrett made the motion to adjourn  
Dupoise seconded  
Discussion – none  
Vote Yes – 5 (Barrett, Bolduc, Bouton, Dupoise, Gallott)  
No – 0  
Abstention – 0

Motion carries  
The meeting was adjourned at 8:10 PM

Respectfully Submitted By  
Karen Gallott

  
Tim Bouton, Chair  
  
Steve Dupoise

  
Kathy Barrett  
  
Victor Bolduc  
  
Jim Gallott