

Development Review Board Minutes
Town Office New Haven, Vermont
June 15, 2015

Members & Alternates Present: Kathy Barrett, Tim Bouton, Steve Dupoise, Donald Johnston, Mike Sweeney, Tom Fyles, Alternate

Members & Alternates Absent: Susan Smiley, Victor Bolduc-Alternate

Staff: Dave Wetmore-Zoning Administrator, Karen Gallott-Minute Taker

Guests: John Melanson

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

Adjustments to the agenda - no adjustments were made to the agenda

Visitors Business – none

Public Hearing

a) 2015DRB-02-SP – continued from 6/1/2015, Site Plan review for drive through coffee shop/restaurant proposed by John Melanson, located at 7404 Ethan Allen Highway (parcel #0127), fka Hilltop RV and Auto.

Barrett recused herself.

Melanson came forth tonight with a change to the original business plan. Melanson indicated that a drive-through at this location would not be ideal due to the ingress traffic flow and stacking of cars that would happen. He is now proposing a walk in/take out. Melanson proposed to place potted plants on the raised curbing between Route 7 and the parking lot to indicate traffic direction. He is proposing to keep the three entrances (defined by the curbing), he has not had a discussion with VTrans as of yet.

The DRB would like to see the following:

- only the North and South entrances used with the center entrance closed off somehow
- 15 parking spaces on the south side of the building somehow identified
- 11 parking spaces on the north side of the building somehow identified
- No parking in front of the building
- A designated barrier of some kind to keep pedestrians and traffic separated

The DRB were in agreement that this would be a preferred business at this location and like to see this plan flourish.

There was considerable discussion on traffic, traffic flow and parking.

Sweeney made the motion to continue this hearing to the July 6, 2015 DRB meeting.

Dupoise seconded

Discussion:

- The applicant needs to check with VTrans about what is allowed in this area for barriers
- Show pedestrian traffic as well as traffic flow (single lane or double lane)
- Traffic pattern should show that there is not enough space in front of the building for parking

Vote: Yes – 5 (Bouton, Dupoise, Fyles, Johnston, Sweeney)

No – 0

Abstention – 1 (Barrett)

Motion carries

End of public hearing

DRB Business

1. Sketch plan review – none

2. Minutes

Barrett made the motion to approve the June 1, 2015 minutes as corrected.

Dupoise seconded

Discussion – none

Vote: Yes – 5 (Barrett, Bouton, Dupoise, Johnston, Sweeney)

No – 0

Abstention – 1 (Fyles)

Motion carries

3. Review and sign decisions – none

4. Review for compliance and sign final plats – none

5. Correspondence – none

6. New Business – none

7. Old Business

a) Amendments to Rules of Procedure

Dupoise made the motion to accept and approve the Rule of Procedure with changes.

Johnston seconded

Discussion: *Item G. Absences and Vacancies* – Fyles suggested that the sentence – Members and alternates should notify the Chair if they will be absent for an upcoming meeting – should be bolded.

Both Dupoise who made the motion and Johnston who seconded the motion agreed to this amendment.

Vote: Yes – 6 (Barrett, Bouton, Dupoise, Fyles, Johnston, Sweeney)

No – 0

Abstention – 0

Motion carries

Barrett made the motion to adjourn

Johnston seconded

Discussion – none

Vote: Yes – 6 (Barrett, Bouton, Dupoise, Fyles, Johnston, Sweeney)

No – 0

Abstention – 0

Motion carries

The meeting adjourned at 8:00 pm.

Respectfully Submitted By

Karen Gallott


Tim Bouton, Chair


Kathy Barrett, Vice-Chair


Donald Johnston, Clerk


Steve Dupoise


Tom Fyles


Mike Sweeney