

**Development Review Board Minutes  
Town Office New Haven, Vermont  
July 6, 2015**

**Members & Alternate Present:** Kathy Barrett, Tim Bouton, Steve Dupoise, Donald Johnston, Susan Smiley, Tom Fyles-Alternate

**Members & Alternates Absent:** Mike Sweeney, 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 6/15/2015, 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 from this hearing.  
Alternate Fyles will be a voting member tonight.

Applicant, John Melanson, presented a site plan showing the layout of the parking area and spaces, the traffic flow pattern from the north and south entrances; and the pedestrian walk space around the outside of the building. Melanson has received a verbal “looks good” from VTrans. Melanson needs to submit a permit application for the final approval.

The parking area will be a gravel lot and parking spaces will be marked with RR ties. *(rail road)*

Signage will include a “Carols Hungry Mind” above the peaked center entrance of the building and two “Coffee Shop” signs, one located over the north doorway and one located over the west doorway that enters into the buildings new addition. There is the possibility of outside lighting onto the “Carols Hungry Mind” sign.

There was considerable discussion regarding signage; what it allowed by the regulations, and what is considered a directional sign.

The coffee shop will be located in the buildings new addition and overtime Melanson hopes to expand a restaurant into the remainder of the building.

Hours of the business will be from 6 a.m. to 9 p.m.

There are no plans for use of the building out back other than possible storage.

Johnston made the motion to approve the site plan as presented with the following conditions:

- Open 7 days a week - hours of operation 6 a.m. to 9 p.m.
- Restaurant/coffee shop functions only
- Lighting and signage light will conform with regulations

Fyles seconded

Discussion – Signage was discussed again. What is a directional vs. a directory sign? The ZA (Zoning Administrator) indicated that the regulations did not specify a definition. The Chair read to the board, Article VII: Signs; Section 740 of the regulations.

Vote: Yes – 4 (Fyles, Dupoise, Johnston, Smiley)  
No – 1 (Bouton – opposed the signage issue)  
Abstention – 1 (Barrett)

Motion carries

End of Public Hearing at 7:30 p.m.

DRB Business

1. Sketch plan reviews – none
2. Minutes

Barrett made the motion to approved the June 15, 2015 DRB minutes as presented.

Dupoise seconded

Discussion – none

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

No – 0

Abstention – 1 (Smiley)

Motion carries

3. Review and Sign Decisions – none
4. Review for Compliance and Sign Final Plats – none
5. Correspondence – none
6. Old Business – none
7. New Business

August 3, 2015 DRB meeting – the board unanimously agreed not to hold a meeting on the evening of Monday, August 3, 2015.

Dupoise made the motion to adjourn

Barrett seconded

Discussion – none

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

No – 0

Abstention – 0

Motion carries

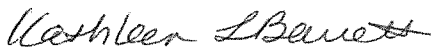
The meeting was adjourned at 7:35 p.m.

Respectfully Submitted By

Karen Gallott



Tim Bouton, Chair



Kathy Barrett, Vice-Chair

Donald Johnston, Clerk



Steve Dupoise

Tom Fyles



Susan Smiley

