

**Development Review Board Minutes  
Town Office New Haven, Vermont  
November 2, 2015**

**Members & Alternate Present:** Kathy Barrett, Steve Dupoise, Donald Johnston, Susan Smiley, Mike Sweeney

**Members & Alternates Absent:** Tim Bouton, Marie Gordon, Victor Bolduc-Alternate, Tom Fyles-Alternate

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

**Guests:** John Madden, Eben Punderson Esq., Tamara Boise, Joe Boise

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

No adjustments to the agenda were made.

**II. Public Hearing**

*A. Application #2015DRB-07-BLA – boundary adjustment proposed by Joseph and Tamara Boise between parcels 0792-200 and 0817-120.*

The Boise's with Eben Punderson, presented a site map proposing to extend the current highway commercial zoned area further to the east. The Boise's would like to keep a minimum setback between the new proposed Highway Commercial zone and their residence. The land (60 foot wide driveway) along the southern edge of the property (abutting Dr. Hunt's property) is currently owned the by Boise residence. The distance away from the proposed

The DRB mentioned that the Boise's may not want to extend the south edge of the highway commercial zone as far south as proposed on the map. But may want to keep the southern edge of the highway commercial zone where is currently is located, and ask for a right-of-way between the new proposed extension of the highway commercial zone to the residence.

The Zoning Administrator (ZA) mentioned there would have to be amendments for the residential septic system.

**Open for Public Comment**

Madden asked about the proposed usage of the property? The Acting Chair reminded Madden that his request was not part of this application.

Madden asked if permit signage was posted. Bosie indicated it was posted in the front window of the building. Madden did not feel the permit signage was visible from Route 7. The ZA confirmed that he did see the permit posted in the front window of the building.

Madden mentioned that the current depth of the Highway Commercial Zone is 320 feet from the center line of Route 7. What the Boise's are proposing exceeds this, and the DRB cannot make those changes it must go through a different process. The ZA mentioned that the Boise's were proposing to change the residential boundary, not the highway commercial.

Barrett mentioned if the Boise's want to do something with the back of the proposed extended highway commercial zone. The Boise's would have to come back before the DRB for approval.

Madden indicated that he wasn't aware of any permits issued for towing business that is currently located on the property.

Punderson indicated that Boise's and the ZA are aware that a site plan presented years ago in regard to the towing business was never closed. The Boise's are working towards complying with the regulations and also being able to conduct business.

### **Public Comment Period Closed**

Dupoise made the motion to continue Application #2015DRB-07-BLA – boundary adjustment proposed by Joseph and Tamara Boise between parcels 0792-200 and 0817-120 to the DRB meeting scheduled for December 7, 2015. With the condition the Boise's obtain a letter from their septic engineer indicating an exemption for the site. Sweeney seconded

Discussion: Madden requested that any public notice for future hearings should be hung on a post and posted out by the highway so it would be more visible to the public. The ZA responded that the law just indicates that the sign needs to be visible from the public right of way. Barrett asked the Boise just to make sure their notice is posted high enough to be visible from the highway.

Vote: Yes – 5 (Barrett, Dupoise, Johnston, Smiley, Sweeney)  
No – 0  
Abstention – 0

Motion carries.

### *B. Application #2015DRB-08-SP – amended site plan proposed by Joseph and Tamara Boise for signage pursuant to Article 7.*

The Boise's would like to install a "Triumph" sign on the current sign post located on the front lawn of the business and on the front of the building next to the existing Ducati sign. The total square footage of both proposed signs would be 25 square feet.

The Boise's indicated that the square footage of current signs is 101 feet. The Boise's have 201 foot of road frontage to the building.

DRB looked at Article 7, Sections 790 – Special Signs and Section 740 Signs in Commercial & Industrial Districts. The regulations do not indicate a definition of "frontage". Is signage size based on the road frontage of the business or frontage of the building? There is conflicting wording in the regulations as Section 740 indicates **one sign** and Section 790 indicates **signs may be permitted**.

Sweeney made the motion to approve the additional Triumph sign between the two posts on the existing sign in the front lawn, and the Triumph sign on the upper left exterior of the building. Not to exceed 25 square feet in total.

Dupoise seconded

Discussion: Madden asked if a description of the signs could be mentioned. Barrett indicated that that information will be drafted into the written Findings and Decisions.

Vote: Yes – 5 (Barrett, Dupoise, Johnston, Smiley, Sweeney)  
No – 0  
Abstention – 0

Motion carries- This closes the hearing on application #2015DRB-08-SP.

### **End of Public Hearing at 7:40 PM**

### **DRB Business**

**1. Sketch plan reviews – none**

**2. Review of Minutes for September 21, 2015**

Smiley made the motion to accept the September 21, 2015 DRB minutes with the correction of names from Smiles to Smiley.

Dupoise seconded

Discussion: Smiley indicated on page 2 "...ZA suggested that the McGrath's get a Project Review Sheet from the state..." Smiley asked when the project review sheet was required. The ZA mentioned that the project review sheet would be required before he can issue a permit.

Smiley asked for clarification regarding landscaping for this project and indicated that extending the current row of cedars would be a good idea.

Vote: Yes – 5 (Barrett, Dupoise, Johnston, Smiley, Sweeney)  
No – 0  
Abstention – 0

Motion carries.

**3. Review and Sign Decisions:**

**a) Mike and James McGrath – 2015DRB-05-SP**

Dupoise made the motion to approve the Findings and Decisions as presented

Smiley seconded

Discussion: none

Vote: Yes – 5 (Barrett, Dupoise, Johnston, Smiley, Sweeney)  
No – 0  
Abstention – 0

Motion carries.

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

**5. Correspondence - none**

**6. New Business**

Budgets for 2016 – board members should be prepared to discuss at the next DRB meeting  
The next DRB meeting scheduled for November 16, 2015

**7. Old Business – none**

Dupoise made the motion to adjourn

Smiley seconded

Discussion – None

Vote: Yes – 5 (Barrett, Dupoise, Johnston, Smiley, Sweeney)  
No – 0  
Abstention – 0

Motion carries.

The meeting was adjourned at 8:00 PM

Respectfully Submitted By  
Karen Gallott

Kathy Barrett, Acting Chair

Donald Johnston, Clerk

Steve Dupoise

Susan Smiley

Mike Sweeney