

**Development Review Board Minutes
Town Office New Haven, Vermont
April 16, 2018**

- Members Present:** Kathy Barrett, Tim Bouton, Carol Charbonneau, Tom Fyles, Donald Johnston, Charlie Roy
- Members Absent:** Susan Smiley
- Staff:** Karen Gallott-Minute Taker
- Guests:** Amanda Bodell, Don Mitchell, Cheryl Mitchell, Ethan Mitchell, John Perkins, June Moncrief, Nick Tonzola, Douglas Tolles, Tasha Ball, Ron LaRose, Alan Mayer

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

Introductions were made.
Adjustments to the agenda: Town land exchange with Beeman School

Visitors Business: none

Public Hearing:
A) DRB2018-01-SD, All Star Group, LLC Jay Jipner minor subdivision on Hallock Road.

Jay Jipner, prior to this meeting, has asked for a continuance of this hearing.
 Roy made the motion to continue the hearing for DRB2018-01-SB to May 21, 2018.
 Fyles seconded
 Discussion - none
 Vote: Yes – 6 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy)
 No – 0
 Abstention – 0
 Motion carries

B) DRB2017-12-BLA, Recline, LLC Boundary Line Adjustment on North Street.

John Perkins came before the DRB in September 2017 for Boundary Line Adjustment (BLA) sketch plan which was approved at that time.
 Tonight, is the public hearing for this BLA for Perkins. The property is located on North Street.
 Perkins would like to move the northern boundary line of his current property. This BLA would give Perkins a maple stand that he has been working. To do this would remove 4 acres from Recline's property of 96.5 acres and add 4 acres to the Perkins' property making that a total of 13.46 acres.
 This boundary line adjustment will not affect the Bottom property.
 No road frontage changes

Bouton made the motion to approve DRB2017-12-BLA as presented.
 Charbonneau seconded
 Discussion: - none
 Vote: Yes – 6 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy)
 No – 0
 Abstention – 0
 Motion carries

C) DRB2018-02-CU, Don and Cheryl Mitchell, Conditional Use permit for a private school on Mitchell Drive.

A single family residence located at 82 Mitchell Drive; the Mitchell's would like to rent the downstairs of this residence to the Willowell Foundation as a private preschool. Hours for the preschool are 8 AM to 4:30 PM, enrollment would be up to 15 children and 2 teachers. A licensor from the State's Child Development Division, the Division of Fire Safety's Assistant Marshall and a certified lead abatement tester have all inspected the residence and found it suitable, with a few minor alterations, for use as a preschool.

The second floor of the residence would be used by family members when they come to visit for holidays, when the preschool is not in session.

DRB Discussion Addressed:

- Lack of adequate number of parking areas – currently there are 4 parking areas and the Mitchell's will be adding more for a total of 8 spaces
- Lack of width of current driveway – 2 way for incoming and out going traffic as well as for emergency vehicles. Mitchell's driveway would need to meet state requirements for emergency vehicle access.
- wastewater - the State has reviewed and the Mitchell's have a letter of approval from the State.
- Lack of adequate outside lighting - there is none currently for the parking area
- Lack of an access to a sidewalk so preschoolers would have a safe way to access the proposed school building
- signage
- usage of the second floor of the residence.

Public Comment Opened:

Tasha Ball indicated she had two letters of support for this project.

Barrett, DRB Chair read letters of support for this project from Mary Johnson Children's Center and Jan Park.

Public Comment Closed:

Bouton made the motion to continue the hearing for DRB2018-02-CU a permit for a private preschool on Mitchell Drive to May 7, 2018 at 7:00PM with a site visit to be held at 6:00 PM on May 7, 2018.

Johnston seconded

Discussion – none

Vote: Yes – 6 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy)

No – 0

Abstention – 0

Motion carries

D) DRB2018-3-BLA, Wright Stowe Revocable Trust, boundary line adjustment on East Street.

Johnston recused himself as he is representing Wright Stowe.

The Stowe's are requesting boundary line adjustments for Lots #1, #1A and #5. Lot #1A will become 13.63 acres, Lot #1 will become 7.36 acres, and Lot #5 will be 11.99 acres. Currently all lots are developed. There will be no change to access or road frontages for any of these lots. No changes to the current septic fields.

Charbonneau made the motion to approve application for DRB2018-3-BLA.

Fyles seconded

Discussion – none

Vote: Yes – 5 (Barrett, Bouton, Charbonneau, Fyles, Roy)

No – 0

Abstention – 1 (Johnston)

Motion carries

Fyles made the motion to close Recline, LLC and Wright Stowe Revocable Trust hearings.

Roy seconded

Discussion – none

Vote: Yes – 5 (Barrett, Bouton, Charbonneau, Fyles, Roy)

No – 0

Abstention – 1 (Johnston)

Motion carries

End of Public Hearings

Sketch Plan:

a) *Sketch plan for a subdivision by David and Sarah Peck.*

Ron LaRose representing the Peck's, presented tonight. LaRose presented the DRB Chair with a letter from the Peck's.

This is for a 2-lot subdivision on Munger Street.

Charbonneau made the motion to address this as a minor subdivision for David and Sarah Peck.

Roy seconded

Discussion – none

Vote: Yes – 6 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy)

No – 0

Abstention – 0

Motion carries

LaRose indicated they will be ready for the May 21, 2018 DRB meeting. LaRose will also provide DRB with names and addresses for all abutters to the Peck property. The DRB will send out notification letters to the abutters.

b) *Town land exchange with Beeman School*

Roy made the motion to waive the application fee for the boundary line adjustment between the Town and Beeman School.

Charbonneau seconded

Discussion: this is normally done by the Zoning Administrator (ZA) and since the Town is without a ZA, the DRB Chair is asking for this waiver.

Vote: Yes – 6 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy)

No – 0

Abstention – 0

Motion carries

Johnston presented tonight. The boundary line adjustment was voted on by the Town and the School and was discussed at town meeting. It is an exchange of land between Town and School. A .15 acre of Town land will be conveyed to the School and land that the Old Town Hall is located on, will now go to the Town so the Town owns the land.

Bouton made the motion to forward this sketch plan on to a public hearing on May 21, 2018.

Roy seconded

Discussion – none

Vote: Yes – 5 (Barrett, Bouton, Charbonneau, Fyles, Roy)

No – 0

Abstention – 1 (Johnston)

Motion carries

DRB Business:

1: Minutes for December 4, 2017.

Roy made the motion to accept the December 4, 2017 minutes as presented.

Fyles seconded

Discussion – none

Vote: Yes – 5 (Barrett, Charbonneau, Fyles, Johnston, Roy)

No – 0

Abstention – 1 (Bouton)

Motion carries

Minutes for March 19, 2018.

Johnston made the motion to accept the March 19, 2018 DRB minutes as presented.

Charbonneau seconded

Discussion – none

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

No – 0

Abstention – 1 (Roy)

Motion carries

2. Review and sign decisions – none

3. Review decision compliance and/or sign final plats – none

4. Correspondence – none

5. Old Business – none

New Business – appointments

Susan Smiley's DRB term ends, the Chair will ask her if she is interested in continuing.

Donald Johnston indicated that he was willing to continue as a DRB member.

The next scheduled DRB meeting will be on May 7, 2018.

Roy made the motion to adjourn

Bouton seconded

Discussion – none

Vote: Yes – 6 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy)

No – 0

Abstention – 0

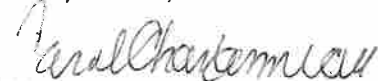
Motion carries

The meeting was adjourned at 8:20 PM

Respectfully Submitted By

Karen Gallott

Kathy Barrett, Chair



Carol Charbonneau



Donald Johnston, Clerk



Tom Fyles

Tim Bouton



Charlie Roy