

Town of New Haven  
DEVELOPMENT REVIEW BOARD MEETING  
HYBRID Public Meeting  
Monday, April 1, 2024  
Meeting Minutes

**DRB Members Present:**

*In person:* Charlie Roy, Kathy Barrett, Carol Charbonneau, Paul Audy, Don Johnston. *Remote:* Tom Fyles

*Absent:* Roger Hamilton, Victor LaBerge

**Staff Present:**

Peggy Connor, Zoning Administrator, Minutes

**Visitors Present:**

Applicants Cody and Britney Cyr with surveyor Jason Barnard of Barnard & Gervais, LLC.

**Call to Order:**

DRB Chair Charlie Roy called the meeting to order at 7:02 p.m.

**I. Adjustments to Agenda:**

None.

**II. Visitors Business**

None.

**III. Application #2024-DRB-06-SK: Sketch Plan review request by applicants Cody and Britney Cyr and landowner Four Hills Gen 3, LLC for a proposed two-lot subdivision located at 1476 North Street in the RA-2/RA-10 and FH zoning districts, per the revised New Haven Zoning and Subdivision Bylaws Section 920.**

Surveyor Jason Barnard spoke on behalf of applicants Cody and Britney Cyr, who have proposed subdividing a 2.1-acre lot to create Lot 2 from the 75.7+/- acre parcel located at 1476 North Street. Britney is also a member of landowner, Four Hills Gen 3, LLC. Jason noted that the newly created lot will meet all setback requirements, there is an existing drilled well, and mound system by way of an easement. Once the wastewater permit is amended and survey complete, the applicants will come before the DRB for final plat approval.

Referring to Selectboard meeting minutes on December 20, 2005, Kathy Barrett advised that the former property owner of 1476 North Street, Jon Christiano, had requested a right-of-way easement under North Street for a secondary septic system on the west side of the road. The Selectboard determined that as the seller, Mr. Christiano would be responsible for the related legal documents; however, it is unclear whether the documents were ever recorded. Atty. Jason Barnard advised that the recorded right-of-way easement should be discovered during the title search.

Kathy Barrett moved to classify the sketch plan as a minor subdivision; Don Johnston seconded. Roll call vote:

**6 in favor (K. Barrett, C. Roy, D. Johnston, P. Audy, C. Charbonneau, Tom Fyles)**

**0 opposed**

**MOTION PASSED**

A final plat hearing will be warned upon receipt of the subdivision plat.

**IV. Approval of March 18, 2024 DRB Meeting Minutes**

Kathy Barrett moved to approve DRB meeting minutes for March 18, 2024; Carol Charbonneau seconded. Roll Call vote:

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**4 - Yes (K. Barrett, C. Charbonneau, T. Fyles, C. Roy)**  
**0 – No**  
**2 – Abstaining (D. Johnson, P. Audy)**  
**MOTION PASSED**

**V. Discussion: DRB Rules of Procedure; Upcoming DRB Term Expirations**  
Following review of the Development Review Board Rules and Procedures adopted May 11, 2011, DRB members agreed that in-person review of applications allows for more informed decisions; therefore, the DRB established the following attendance policy:

“DRB members are expected to attend meetings/hearings in person unless they are sick or out of town.”

DRB members whose terms expire in 2024 include Kathy Barrett, Don Johnston, and Roger Hamilton. Don Johnston, who also serves as the DRB clerk, will not seek re-appointment; Kathy Barrett will submit a letter of interest to continue serving. The full DRB board consists of 7 members and 2 alternates. The Selectboard typically makes appointments to all boards and commissions in late April/early May.

**V. Adjourn**  
Carol Charbonneau moved to adjourn; P. Audy seconded.  
Roll call vote:  
**6 in favor (K. Barrett, C. Roy, D. Johnston, P. Audy, C. Charbonneau, Tom Fyles)**  
**0 opposed**  
**MOTION PASSED**


Meeting adjourned at 7:30 p.m.

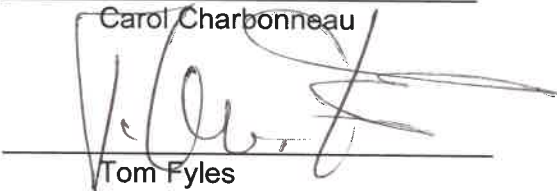
Respectfully submitted,  
Peggy Connor

  
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Charlie Roy, Chair

  
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Kathy Barrett

  
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