

**Development Review Board Minutes
Town Office New Haven, Vermont
August 20, 2018**

ORIGINAL

- Members Present:** Kathy Barrett, Tim Bouton, Carol Charbonneau, Tom Fyles, Donald Johnston, Charlie Roy, Susan Smiley
- Staff:** Karen Gallott-Minute Taker; Katie Raycroft-Meyer-Zoning Administrator
- Guest:** Josh Clark, Deanna Clark, Alex Layn, John Roleau, Brittany Leno, Linda Sweeney, Matthew Sweeney

Kathy Barrett, Chair called the Development Review Board (DRB) meeting to order at 7:00 pm. Introductions were made.

Adjustments to the Agenda: None

Visitors Business:

a) Monroe Tractor. A potential new business at the Layn Properties LLC, 2877 Ethan Allen Highway.

Josh Clark presented for Monroe Tractor. Monroe Tractor is a heavy construction/agriculture dealership out of New York State. They handle the CLAAS product and serve farmers from Maine to Connecticut. Currently they service 65 customers in northern VT and 160 customers from Addison County south. Monroe Tractor is looking for central Vermont location to run their business out of. Monroe Tractor would like to rent the back portion of the existing building on the Layn property making this section a warehouse area with overhead doors on the south and north sides of the existing building. Monroe Tractor would also like outside space for storage of equipment being serviced and for equipment for sale.

The intentions of the business are:

- Offer parts for pickup for local farming community. This would be handled by a local parts and service employee
- Initially all service will be completed on the farm.
- By December would like to work in the warehouse area. The local on-road technician would come to the shop and work inside.
- Outside storage of equipment for sale and service for both Monroe equipment and CLAAS equipment
- Install signage: Monroe Tractor and CLAAS

DRB felt this would come under Section 341 Conditional Use, Section #4 of the Zoning ByLaws.

John Roleau of Packard of VT presented. John would like to use part of the Layn Property as a display lot for cars. As per DMV rules Roleau can display vehicles at another location but cannot sell or do business at that location. John felt there were would 10 to 20 cars maximum on site. The cars would be parked in front of the building and to the northside of the property.

DRB questioned how many businesses could be located on one site. This is not addressed in the Zoning ByLaws.

DRB suggested that the property owner, Alex Layn, meet with all parties, draw up a site plan for the property showing the following and bring the complete site plan back to the DRB:

- Outside lighting
- Signage
- Traffic flow
- Property lines and setbacks
- Hours of operation of all businesses
- Building changes (if any)
- Location on site of each proposed business

b) Sketch Plan Review for Leno subdivision.

Brittany Leno presented for a proposed three lot subdivision at 718 Hunt Road.

- One lot would be 14.74 acres
- One lot would be 2.0 acres
- One lot with the existing house would be 2.9 acres, and would also include the acreage located on the east side of Hunt Road

DRB indicated each of the proposed lots have enough road frontage.

Setbacks from existing buildings would need to be met: Rear and Side yard 25 feet, Front yard 100 feet.

Bouton made the motion to regard this as a major subdivision.

Fyles seconded

Discussion: Septic permits from the State should be in hand when presenting at the public hearing

Vote: Yes – 7 (Barrett, Bouton, Charbonneau, Fyles, Johnston, Roy, Smiley)

No -0

Abstention – 0

Motion carries.

DRB Business

1. Minutes

a) July 16, 2018

Charbonneau made the motion to accept the DRB minutes of July 16, 2018 as presented.

Bouton seconded

Discussion – none

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

No – 0

Abstention – 2 (Fyles, Johnston)

Motion carries

b) August 6, 2018

Roy made the motion to accept the DRB minutes of August 6, 2018 as presented.

Fyles seconded

Discussion – none

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

No – 0

Abstention – 1 (Smiley)

Motion carries

2. Review and sign decisions:

a) DRB2018-07-SP (Site Plan), Head Start Letter from Agency of Education.

Bouton made the motion to accept the Findings and Decision as presented.

Smiley seconded

Discussion – none

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

No – 0

Abstention – 1 (Smiley)

Motion carries

b) DRB2018-08-SP (Site Plan) Porky's Restaurant, revisions to site plan as requested.

Bouton made the motion to accept the Findings and Decision as presented.

Charbonneau seconded

Discussion – none

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

No – 0

Abstention – 1 (Smiley)

Motion carries

3. Review decision compliance and/or sign final plat

a) DRB2018-05-SD (Subdivision), Peck

Barrett signed the Peck Mylar.

4. Correspondence – none

5. Old Business – none

6. New Business – Zoning Administrator asked if there was a time frame that political signage needed to be removed by. State Statue indicates 2 weeks after the election.

The next meeting of the DRB will be September 17, 2018

Bouton made the motion to adjourn

Charbonneau seconded

Discussion – none

Vote: Yes – 7 (Barrett, Bouton, Charbonneau, Fyles, Johnson, Roy, Smiley)

No – 0

Abstention – 0

Motion carries

The meeting was adjourned at 8:05 PM

Respectfully Submitted By

Karen Gallott



Kathy Barrett, Chair



Tom Fyles, Vice Chair



Donald Johnston, Clerk



Timothy Bouton

Carol Charbonneau

Charlie Roy

Susan Smiley