

**Development Review Board Minutes  
Town Office New Haven, Vermont  
February 1, 2016**

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

**Members & Alternates Absent:** Steve Dupoise, Mike Sweeney, Victor Bolduc-Alternate,

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

**Guests:** None

Tim Bouton, Chair, called the Development Review Board (DRB) meeting to order at 7:00 PM.  
Fyles will be a voting member this evening.  
There were no adjustments to the agenda

**Visitors Business** - none

**Public Hearing** – none scheduled

**DRB Business**

**1. Sketch Plan Reviews** – none

**2. Minutes for January 18, 2016**

Smiley made the motion to accept the January 18, 2016 DRB minutes as presented

Barrett seconded

Discussion – none

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

No – 0

Abstention – 0

Motion carried

**3. Review and Sign Decisions:**

*a. Application of #2015DRB-09-NCU (non-conforming use) – Michelle Fouts, dba DEI Sapphire Center, for the approval to expand the use and repurpose and construct an addition to an existing garage for instructional space.*

The following corrections and additions were made to the Findings and Decisions for this application.

- Last page made the correction of: Ton Fyles to Tom Fyles
- Last page Susan Smiley's name was added to the list of DRB members that were present at the January 18, 2016 public hearing.

Barrett made the motion to approve the Findings and Decision for application #2015DRB-09-NCU, Michelle Fouts, dba DEI Sapphire Center Expansion of a Non-conforming Structure with the above mentioned corrections.

Fyles seconded

Discussion – none

Vote: Yes – 5 (Barrett, Bouton, Fyles, Johnston, Smiley)  
No – 0  
Abstention – 0

Motion carried

4. **Review for Compliance and Sign Final Plats** – none

5. **Correspondence** – none

6. **New Business** - the next scheduled DRB meeting will be Monday, March 7, 2016.

7. **Old Business** – none

Smiley made the motion to adjourn

Barrett seconded

Discussion – none

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

No – 0

Abstention – 0

Motion carried

The meeting was adjourned at 7:07 PM

Respectfully Submitted By  
Karen Gallott



Tim Bouton, Chair




Kathy Barrett, Vice Chair



Donald Johnston, Clerk

Tom Fyles



Susan Smiley

