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**Town of New Haven**  
**DEVELOPMENT REVIEW BOARD MEETING**  
**Public Meeting**  
**Monday, October 18, 2021**  
**Meeting Minutes**

**DRAFT**

**DRB Members Present:**

Charlie Roy, Kathy Barrett, Victor LaBerge, Don Johnston, Paul Audy, Carol Charbonneau, Susan Smiley, and Tom Fyles (alternate)

**Staff Present:**

Peggy Connor (minutes).

**Visitors Present:**

An Duclos, Tim Bouton, Barb Torian, Mark Johnson; Robert Thorn and Diane Mincher (remote)

**Call to Order:**

DRB Chair Charlie Roy called the meeting to order at 7:04 p.m.

**I. Adjustments to Agenda:**

Add: Sketch Plan Review for Mark and Rhiannon Johnson for Variance at 5220 Munger Street

**II. Visitors' Business:**

None.

**III. Subdivision Review for #2021-DRB-14-SD Duclos Application for Subdivision at 729 Cobble Road**

On behalf of applicant An Duclos (spelled "An"), surveyor Don Johnston gave an overview of An's proposal for a 2-lot subdivision located at 727 and 729 Cobble Road for the purpose of selling acreage and dividing off an accessory dwelling. The 19+/- acre parcel will be subdivided into Lot 1 (7+/- acres) that includes the main house, and Lot 2 (12+/- acres) on which the shop and apartment is located. The parcel is situated in the 2-acre zoning district along the road, and 10 acres in the back with 200' frontage on the two lots. Access easements are planned for both septic systems located on Lot 2, and water on Lot 1.

Kathy Barrett reiterated that the property is located in a 10-acre zoning district; therefore, new owners of the dwelling and shop on Lot 2 are prohibited from expanding the house in the future. Tom Fyles moved to accept the site proposal as presented; Victor LaBerge seconded.

**Roll call vote:** Yes - 7 (Tom Fyles, Kathy Barrett, Charlie Roy, Victor LaBerge, Susan Smiley, Carol Charbonneau, Paul Audy)  
No – 0  
Abstaining – 1 (Don Johnston)

**MOTION PASSED**

Kathy Barrett moved to close the Duclos Subdivision Hearing; Tom Fyles seconded.

**Roll call vote:** Yes - 7 (Tom Fyles, Kathy Barrett, Charlie Roy, Victor LaBerge, Susan Smiley, Carol Charbonneau, Paul Audy)  
No – 0  
Abstaining – 1 (Don Johnston)

**MOTION PASSED**

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**IV. Sketch Plan for #2021-DRB-15-SK Bouton/Torian for a Two-Lot Subdivision at 181 South Street**

Applicant Tim Bouton reviewed his sketch plan to subdivide a 2.41-acre parcel to create a half-acre lot located on 181 South Street. There exists gravel access for both lots, 150' road frontage, and 50' lot depth. He added that Jason Barnard has proposed two leach fields be installed behind the house, which is not located on the property.

Carol Charbonneau moved to consider the Bouton/Torian sketch plan as a minor subdivision; Victor LaBerge seconded.

**Roll call vote:** Yes - 8 (Tom Fyles, Kathy Barrett, Charlie Roy, Victor LaBerge, Susan Smiley, Carol Charbonneau, Paul Audy, Don Johnston)  
No – 0

**MOTION PASSED**

**Sketch Plan Review for Mark and Rhiannon Johnson for Variance at 5220 Munger Street**

Applicant Mark Johnson reviewed his application to add a 10' x 24' shed roof to be used for storage on an existing garage located at 5220 Munger Street. Because the proposal fails to meet the 25' property line setback requirement, Mark requests a variance be granted.

Kathy Barrett reviewed the five criteria for approving a variance in Section 342 of the Zoning Bylaws, as well as Section 513 regarding Non-Conforming Structures. Following discussion, Kathy Barrett, Victor LaBerge, Don Johnson and Charlie Roy favored the concept, but could not support granting a variance that would set a precedent for non-compliance. One option Victor LaBerge suggested to Mark was to consider a boundary line adjustment. Kathy Barrett also noted that the Planning Commission is in the process of drafting Unified Bylaws that may allow for structures up to 124 square feet for which a permit is not required; however, adoption of the new bylaws may take several months.

**V. Approval of Minutes from August 16, 2021 and September 20, 2021**

Kathy Barrett moved to approve DRB meeting minutes for August 16, 2021; Tom Fyles seconded.

**Roll call vote:** Yes - 4 (Tom Fyles, Kathy Barrett, Charlie Roy, Carol Charbonneau)  
No - 0  
Abstaining – 4 (Don Johnston, Susan Smiley, Paul Audy, Victor LaBerge)

**MOTION PASSED August 16, 2021 minutes approved as presented.**

Kathy Barrett moved to approve DRB meeting minutes for September 20, 2021; Don Johnston seconded.

**Roll call vote:** Yes - 4 (Kathy Barrett, Victor LaBerge, Don Johnston, Paul Audy, Tom Fyles)  
No - 0  
Abstaining – 3 (Charlie Roy, Carol Charbonneau, Susan Smiley)

**MOTION PASSED September 20, 2021 minutes approved as presented.**

**Adjournment**

Town of New Haven  
Development Review Board  
Meeting Minutes – October 18, 2021

107 Carol Charbonneau moved to adjourn; Victor LaBerge seconded.

108 **Roll call vote:** Yes - 8 (Tom Fyles, Kathy Barrett, Charlie Roy, Victor LaBerge, Susan  
109 Smiley, Carol Charbonneau, Paul Audy, Don Johnston)

110 No – 0

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112 Meeting adjourned at 8:10 p.m.

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114 Respectfully submitted,

115 Peggy Connor

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119 Charlie Roy

Kathy Barrett

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123 Tom Fyles

Victor LaBerge

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127 Susan Smiley

Paul Audy

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131 Carol Charbonneau

Don Johnston

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