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**Town of New Haven**  
**DEVELOPMENT REVIEW BOARD MEETING**  
**Public Meeting – REMOTE ONLY**  
**Monday, January 6, 2025**  
**Meeting Minutes**

**D R A F T**

**DRB Members Present:**

Remote: Kathy Barrett, Carol Charbonneau, Tom Fyles, Victor LaBerge.

ABSENT: Charlie Roy, Paul Audy

**Staff Present:**

Remote: Peggy Connor, Zoning Administrator, Minutes

**Visitors Present:**

Remote: Applicant Wendy Mayer

**Call to Order:**

DRB Vice Chair Kathy Barrett called the meeting to order at 7:00 p.m.

**I. Adjustments to Agenda:**

Applicant Wendy Mayer, Trustee, has requested the preliminary plat hearing scheduled for January 6, 2025 be further continued to February 17, 2025

**II. Visitors Business**

None.

**III. Preliminary Plat Hearing: Application #2024-DRB-19-SD submitted by Wendy Mayer, Trustee of the Anna Smith Third Party Special Needs Trust, on Parcel #807 located at 2482 Munger Street, per Section 921 of the New Haven Zoning Subdivision Regulations**

Applicant Wendy Mayer advised that the surveyors have agreed to submit a plat for DRB review on February 17, 2025, and that instead of a 3-lot subdivision, a 2-lot subdivision is being proposed consisting of an 8-acre parcel and 2-acre parcel with the existing house.

Noting that the DRB classified the application as a major subdivision at its sketch plan review on September 16, 2024, Kathy Barrett moved to amend Application #2024-DRB-17-SK to a minor subdivision classification; Tom Fyles seconded the motion. Motion carried with 4 in favor (K. Barrett, T. Fyles, C. Charbonneau, V. LaBerge), and 0 opposed. **MOTION PASSED.**

In accordance with Section 921 of the New Haven Zoning and Subdivision Regulations, which states that "Minor Subdivisions may require only one hearing," Kathy Barrett moved to hold the Final Plat Hearing on Application #2024-DRB-19-SD on February 17, 2025; Victor LaBerge seconded. Motion carried with 4 in favor (K. Barrett, T. Fyles, C. Charbonneau, V. LaBerge), and 0 opposed. **MOTION PASSED.**

The Zoning Administrator will notify abutting property owners.

**IV. Approval of December 16, 2024 DRB meeting minutes**

DEFERRED for lack of a quorum.

Town of New Haven  
Development Review Board  
Meeting Minutes – January 6, 2025

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**V. Adjourn**

Carol Charbonneau moved to adjourn; Tom Fyles seconded. Motion carried with 4 members in favor (K. Barrett, T. Fyles, C. Charbonneau, V. LaBerge), 0 opposed. **MOTION PASSED.**

Meeting adjourned 7:15 p.m.

Respectfully submitted,  
Peggy Connor

\_\_\_\_\_  
Kathy Barrett, Vice Chair

\_\_\_\_\_  
Carol Charbonneau

\_\_\_\_\_  
Tom Fyles

\_\_\_\_\_  
Victor LaBerge