

**Development Review Board  
Town Offices, New Haven, Vermont  
January 7, 2013**

- Members Present:** Kathy Barrett, Donna Blaise, Tim Bouton, Jim Gallott, Steve Dupoise, Donald Johnston, Mike Sweeney
- Alternates Present:** Victor Bolduc
- Staff:** Zoning Administrator-Dave Wetmore
- Guests:** Ed McGuire, Jim Walsh, Meredith Birkett representing the Chittenden County Transit Authority (CCTA), Nadine Barnicle representing ACTR

Tim Bouton, Chair called the Development Review Board (DRB) meeting to order at 7:03 PM.

**Visitor Business – none**

**Public Hearing**

1. *Application #2012-DRB-08 continued from 9/17/2012, 10/1/2012, 10/15/2012 and 11/5/2012 being a request for conditional use and site plan approval by the Chittenden County Transit Authority for a bus stop and associated parking.*

Nadine representing the ACTR bus service and Meredith from CCTA, presented a final proposal for a bus stop and associated parking located at the Phoenix Feed business on Route 7 in New Haven, was presented to the board. They have met with Craig (owner Phoenix Feeds) regarding this proposal and he has indicated his approval of the project.

The highlights of the final proposal and site map were:

- Parking spaces for 5 vehicles
- Solar powered pole lights (5 fixtures) – not now but in the future when funding is available (hopefully by June or July 2013)
- CCTA will contract with a vendor to plow in the winter months
- Three signs will be located on posts or on the lighting poles as funding is available
  - At the commuter bus stop location
  - At the start of the parking area
  - At the end of the parking area
- CCTA will have 8 stops per day – Monday through Friday-no Saturday or Sunday stops
- ACTR will have 20 stops per day – Monday through Friday and 8 stops on Saturday

The discussion brought up the questions of:

- Lighting - what was the alternative if lighting was not installed by September 2013 when daylight hours were getting shorter. The representatives indicated that the bus schedules would be adjusted for pickups and drop offs during daylight hours only.
  - In case of expansion – the number of lighting fixtures would need to be increased if the parking area were to be increased in size.
- Parking – would 5 parking spaces be enough? What about expansion?

There is no proposed bus shelter at this time. If funding becomes available a bus shelter would be installed.

**Opened for Public Comment**

Jim Walsh asked if new map would need to be made and presented to the DRB. As the changes were relatively minor, the current map with the additions neatly added to it, could be used.

**Public Comment Closed**

Sweeney made the motion to approve the bus stop and associated parking as a Conditional Use under Section 7 of the Permitted Uses in the regulations.

Dupoise seconded

Discussion – all the DRB board were in agreement that this application met all requirements of the Conditional Use.

Vote Yes – 7 (Barrett, Blaise, Bouton, Gallott, Dupoise, Johnston, Sweeney)

No – 0

Abstention – 0

Motion carried

Gallott made the motion to approve the site plan as it will be presented and will be amended showing:

- Showing up to 20 parking spaces

And conditioned for the following:

- Increase number of lighting fixtures/poles to accommodate a larger parking area
- Until lighting happens – hours of operation will be between sunrise and sunset
- ACTR and CCTA will submit a copy of the Use and Maintenance Agreement prior to final approval
- The Tri-Town ACTR Bristol shuttle transfer place will remain in the Town center of New Haven village.
- The applicant will submit a Zoning Permit application for approval by the Zoning Administrator upon receipt of documents requested above.

Barrett seconded

Discussion – the Board went through Section 352 and agreed this application met all requirements.

Vote Yes – 7 (Barrett, Blaise, Bouton, Gallott, Dupoise, Johnston, Sweeney)

No – 0

Abstention – 0

Motion carried

**Public Hearing Closed**

**DRB Business**

**I Sketch Plan Reviews – none**

**II Minutes**

Barrett made the motion to accept the November 19, 2012 DRB minutes as presented

Gallott seconded

Discussion –none

Vote Yes – 6 (Barrett, Blaise, Bouton, Gallott, Dupoise, Sweeney)

No – 0

Abstention – 1 – (Johnston)

Motion carried

**III Review and Sign Decisions – none**

**IV Review for Compliance and Sign Final Plat – none**

**V Correspondence**

Letter from John Madden to the DRB regarding Vermont Gas

**VI New Business**

*DRB report for the town meeting – it was agreed that the Chair would write the report.*

**VII Old Business**

*Budget Requests – have been submitted to the Select Board*

*The Clark decision has been appealed to Environmental Court*

Barrett made the motion to adjourn

Dupoise seconded

Discussion – none

Vote Yes – 7 (Barrett, Blaise, Bouton, Gallott, Dupoise, Johnston, Sweeney)

No – 0

Abstention – 0


Motion carried

The meeting was adjourned at 8:45 PM

Respectfully Submitted By


Karen Gallott

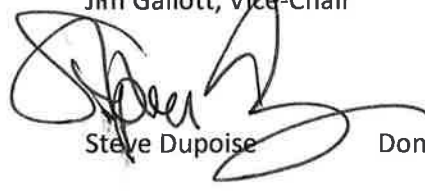
  
Tim Bouton, Chair

  
Jim Gallott, Vice-Chair

Kathy Barrett

  
Donna Blaise

  
Victor Bolduc

  
Steve Dupoise

Donald Johnston

  
Mike Sweeney