

Town of New Haven  
DEVELOPMENT REVIEW BOARD MEETING  
HYBRID Public Meeting  
Monday, October 7, 2024  
Meeting Minutes

**DRB Members Present:**

In person: Charlie Roy, Kathy Barrett, Paul Audy, Carol Charbonneau, and Tom Fyles

**Absent:**

Victor LaBerge

**Staff Present:**

Peggy Connor, Zoning Administrator, Minutes

**Visitors Present:**

Applicant Jay Jipner with attorney John Mazzuchi and surveyor Barry Michael Paul; Applicant Todd Jennings; interested parties regarding Application #2024-DRB-19-SD (Mayer, Trustee): Terry Butler, Debbie Butler, Ruth Penfield, Ellen Cronan, Doug McKain, Kyla Ciranni, Jacob Kronman

**Call to Order:**

DRB Chair Charlie Roy called the meeting to order at 6:59 p.m.

**I. Adjustments to Agenda:**

- Elect DRB Clerk

**II. Visitors Business**

None.

**III. Preliminary Plat Hearing on 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, New Haven, VT, per Section 921 of the New Haven Zoning and Subdivision Regulations adopted April 2024.**

Applicant Wendy Mayer, Trustee, requested a continuance of the preliminary plat hearing via email to the zoning administrator on September 19, 2024, to allow additional time for LaRose Surveying to complete their work.

Abutter Terry Butler asked how many houses were being proposed on the subdivided parcel and also inquired about plans for installing power lines. Kathy Barrett explained that the applicant is considering 2 or 3 lots which would allow for 2 or 3 dwellings. Charlie Roy added that once the final subdivision plat and survey is submitted the DRB will be prepared to address the matter of power lines as well as any additional questions or concerns raised by DRB members and adjoining property owners.

Kathy Barrett moved to continue the preliminary plat hearing for Application #2024-DRB-19-SD to November 4, 2024; Carol Charbonneau seconded. Motion carried with 5 in favor (C. Roy, K. Barrett, C. Charbonneau, P. Audy, T. Fyles), none opposed. **MOTION PASSED.**

The preliminary plat hearing for Application #2024-DRB-19-SD will be continued on November 4, 2024.

53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103

**IV. Final Plat Hearing on Application #2024-DRB-20-SD submitted by Todd Jennings on parcel #563 located at 4981 Munger Street, New Haven, VT, per Section 923 of the New Haven Zoning and Regulations adopted April 2024.**

Applicant Todd Jennings explained that the septic design for the planned 3-bedroom home is now complete, and the access road approved by the Selectboard. The survey plat prepared by Ronald LaRose on September 5, 2024, shows two proposed lots: Lot 1 consisting of 3.1 acres, and Lot 2 consisting of 8.7 acres on parcel #563 located at 4981 Munger Street in the RA-2 and RA-5 zoning districts. He added that access to the existing barn on Lot #2 is by way of what is marked as "Parcel 1," an 11+/-acre lot where his house is located.

Kathy Barrett pointed out for the proposed 8.7-acre Lot 2 to be saleable, the map must show an easement to the existing barn on Lot 2 from Parcel 1. The DRB typically does not allow a lot to be created without access. Todd Jennings assured the DRB that the final Mylar will depict an easement or right-of-way.

Kathy Barrett moved to approve Application #2024-DRB-20-SD upon condition that the final Mylar map indicate access to Lot #2; Carol Charbonneau seconded. Motion carried with 5 members in favor (K. Barrett, C. Charbonneau, C. Roy, P. Audy, T. Fyles). **MOTION PASSED.**

**Close Hearing Re: Application #2024-DRB-20-SD**

Kathy Barrett moved to close the hearing on Application #2024-DRB-20-SD; Tom Fyles seconded. Motion carried with 5 members in favor (K. Barrett, C. Charbonneau, C. Roy, P. Audy, R. Fyles), none opposed. **MOTION PASSED.**

**V. Sketch Plan Review: Application #2024-DRB-16 submitted by surveyor Barry Paul on behalf of applicant Jay Jipner and landowner Shannon Jipner for a proposed subdivision located at 1451 Hallock Road, per Section 920 of the New Haven Zoning and Subdivision Regulations adopted April 2024.**

Surveyor Barry Paul shared an aerial map showing the entire 9.4-acre tract and explained that the Jipners propose creating one new lot consisting of 3.594 acres, leaving a remainder lot consisting of 5.788 acres. There is an existing barn, with two existing driveways on the proposed new lot, and an existing one-story dwelling with driveway located on the proposed remainder lot. Both lots are located in the RA-2 zoning district and comply with the New Haven Zoning and Subdivision Regulations adopted April 2024. Also, an environmental assessment of the site has been performed, a Wetland Delineation approved, and a Wastewater System and Potable Water Supply Permit obtained.

Tom Fyles asked if the lot ends at the Waltham town line. Barry noted that previous work done by surveyor Ken Weston established the town lines, and he has not found any information since to dispute Ken's findings.

Tom Fyles moved to classify Application #2024-DRB-16 as a minor subdivision; Kathy Barrett seconded. Motion carried with 5 members in favor (K. Barrett, C. Charbonneau, C. Roy, P. Audy, R. Fyles), none opposed. **MOTION PASSED.**

The Final Plat Hearing is tentatively scheduled for Monday, November 4, 2024.

104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140

➤ **Elect DRB Clerk**

Carol Charbonneau moved to elect Tom Fyles to serve as DRB Clerk; Paul Audy seconded. Motion carried with 4 members in favor (K. Barrett, C. Charbonneau, C. Roy, P. Audy), none opposed, and 1 member recused (Tom Fyles). **MOTION PASSED.**

**VI. Approval of September 16, 2024 DRB Meeting Minutes**

Carol Charbonneau moved to approve DRB meeting minutes for September 16, 2024; Paul Audy seconded. Motion carried with 4 members in favor (K. Barrett, C. Charbonneau, C. Roy, P. Audy), none opposed, and 1 member recused (Tom Fyles). **MOTION PASSED.**

**VII. Adjourn**

Carol Charbonneau moved to adjourn; Tom Fyles seconded. Motion carried with 5 members in favor (K. Barrett, C. Charbonneau, C. Roy, P. Audy, T. Fyles), none opposed. **MOTION PASSED.**

Meeting adjourned at 7:40 p.m.

Respectfully submitted,  
Peggy Connor

  
\_\_\_\_\_  
Charlie Roy, Chair

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

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

  
\_\_\_\_\_  
Paul Audy

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