

**Development Review Board Minutes
Town Office New Haven, Vermont
September 21, 2015**

Members & Alternate Present: Kathy Barrett, Steve Dupoise, Marie Gordon, Donald Johnston, Susan Smiley, Mike Sweeney, Tom Fyles-Alternate

Members & Alternates Absent: Tim Bouton, Victor Bolduc-Alternate

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

Guests: Michael McGrath, Philip Bartsch, John Madden

The Vice-Chair, Barrett, called the Development Review Board (DRB) meeting to order at 7:00 PM. Alternate Fyles will be a voting member tonight.

Adjustments to the agenda – Under notes on the agenda it should have read: there will be no DRB meeting on October 5, 2015, as the Planning Commission will be meeting that evening.

Visitors Business – none

Public Hearing

a) Application #2015DRB-05-SP by Michael and James McGrath (dba New Haven Self-Store) request for amended site plan for the expansion of four (4) self-store buildings on parcel #0515-100 on map #8.

Vice Chair Barrett mentioned that in the past she had worked for James McGrath. She is not currently employed by him. Barrett didn't see this as a conflict, if there were any objections she would step aside and let another DRB member chair this session. There were no objections from the board or public.

Michael McGrath presented this evening. The parcel of land is located in the highway commercial district, is 4.2 acres in size and is owned by Michael and James McGrath. Michael had a signed power of attorney from Jim McGrath. Michael is proposing to build two self-store buildings (each building would be 100 ft. long by 20 ft. wide) at this time with two more self-store buildings to be within the next 5 years. The buildings to be built first would be #5 and #6; and the ones at a later date would be #7 and #8.

- The proposed self-store buildings would be no higher in height, with same color and style as the current buildings
- McGrath is considering installation of solar lighting for the new buildings location of lighting at this time is undetermined
- No additional landscaping is proposed other than what is currently on site
- No new signage is being requested
- There are currently security cameras on site and more security cameras will be added in the future

The DRB suggested that any new lighting (solar or otherwise) should meet the regulations Section 540 –Setbacks – were discussed. The proposed gravel driveway to the west of the proposed two new buildings (#5 and #6) must be 30 feet from the boundary line. To meet this requirement the proposed buildings might need to be moved more to the east or there could not be a driveway around to the west. It was roughly determined there was 60 feet from the boundary line.

Opened for Public Comment

John Madden requested the McGraths extend the landscaped tree line to cover the two new proposed buildings (#7 and #8) as this area of Route 7 is designated as a scenic area. Madden provided each DRB member with a handout.

Public Comment Closed

Vice Chair read though Section 352 – Site Plan Review. All items of Section 352 were being met by this application. The DRB could reserve the right to ask for additional landscape screening for Building #7 and #8 after construction of said buildings if they felt it was necessary.

Sweeney made the motion to approve the application with the following conditions:

- The setbacks need to be met for building #5 and #6 including the gravel driveway
- The site plan signature block needs to be corrected and the buildings on the site plan need to be numbered
- A 5 year timeline for total build out to be presented
- Lighting to meet regulations
- Reserve the right to ask for screening on Buildings #7 and #8 after their construction

Dupoise seconded

Discussion – A drainage plan was presented years ago, Smiley asked for verification that this project will not change that drainage plan and would like assurances from the State Act 250 division of this.

The Zoning Administrator (ZA) suggest that the McGrath's get a Project Review Sheet from the State. After an inspection and review of the site history, the Project Review Sheet will indicate if any permits are necessary and recommendations will be made.

Sweeney amended the motion to include that a Project Review Sheet be required

Dupoise seconded the amendment.

The motion now reads:

To approve the application with the following conditions:

- The setbacks need to be met for building #5 and #6 including the gravel driveway
- The site plan signature block needs to be corrected and the buildings on the site plan need to be numbered
- A 5 year timeline for total build out to be presented
- Lighting to meet regulations
- DRB reserves the right to ask for screening on Buildings #7 and #8 after their construction
- A Project Review Sheet is required from the State

Vote: Yes – 7 (Barrett, Dupoise, Fyles, Gordon, Johnston, Smiles, Sweeney)

No – 0

Abstention – 0

Motion carries.

Public Hearing closed at 7:50 PM

DRB Business

1. Sketch Plan Review

a) Philip Bartsch – 2 lot SubDivision for parcel #0110.

His property is located on Laffin Road (private road) and Quarry Road. He would like to split the property into 2 lots. The new proposed lot would be +/- 6 acres and his current resident lot +/- 16 acres. Access to the proposed new lot would be off Quarry Road.

DRB indicated the following:

- Bartsch would need a highway access permit from the town for the new lot
- Wastewater permits for both lots would need to be obtained from the State

- The proposed new lot could not be a commercial lot as there is not enough road frontage
- The existing home being an interior lot, must comply with the 100 foot setback from all boundaries

Madden questioned the lack of road frontage for the existing residential lot. This lot being an interior lot off a private road, the road frontage does not apply.

Sweeney made the motion to accept this sketch plan as a minor two lot subdivision.

Johnston seconded

Discussion – none

Vote: Yes – 7 (Barrett, Dupoise, Fyles, Gordon, Johnston, Smiles, Sweeney)

No – 0

Abstention – 0

Motion carries.

Vice Chair indicated that when Bartsch comes back to the DRB he will need to provide a driveway access plan, wastewater permits and a site plan.

2. Minutes

Johnston made the motion to accept the August 17, 2015 DRB minutes are presented

Smiley seconded

Discussion – none

Vote: Yes – 6 (Barrett, Fyles, Gordon, Johnston, Smiles, Sweeney)

No – 0

Abstention – 1 (Dupoise)

Motion carries.

3. Review and Sign Decisions – none

4. Review for Compliance and Sign Final Plats – none

5. Correspondence – none

6. Old Business – none

7. New Business:

The next scheduled meeting for the DRB will be October 19, 2015.

Dupoise made the motion to adjourn

Fyles seconded

Discussion – none

Vote: Yes – 7 (Barrett, Dupoise, Fyles, Gordon, Johnston, Smiles, Sweeney)

No – 0

Abstention – 0

Motion carries.

The meeting was adjourned at 8:10 PM

Respectfully Submitted BY

Karen Gallott

Kathy Barrett, Vice-Chair

Donald Johnston, Clerk

Steve Dupoise

Tom Fyles

Marie Gordon

Susan Smiley

Mike Sweeney

