

\*\*\*Unapproved\*\*\*

Derby Development Review Board \* Minutes \* August 17, 2020

**Members Present:** Bob DeRoehn, Dave LaBelle, Jim Bumps, Joe Profera, Adam Guyette.

**Members Absent:** Tim Bronson, Judy Nommik.

**Others Present:** Frank Knoll, Bob Kelley.

**MEETING CALLED TO ORDER - 6:00 P.M.**

**APPROVE MINUTES:**

Bob DeRoehn moved to approve the minutes of August 3, 2020 with Adam Guyette seconding. Unanimous.

**PUBLIC COMMENTS:** None.

**NEW BUSINESS:**

Application 20-063 by Leonard Boulanger, PIN #SESAL022J7T, for conditional use approve to raise the existing camp within the floodplain to a minimum elevation of 968.9 ft. This property is located at 308 East Salem Drive and is in the Shoreland (SD) zoning district.

The Board was informed that the applicant has withdrawn the application. Joe Profera moved to remove application 20-063 from the agenda, seconded by Bob DeRoehn. Unanimous.

Application 20-073 by Northern Views LLC, PIN #SMSDC021G5C, for conditional use approve to change the use of the property from Office to Mixed Use (office & apartment). This property is located at 438 Main St Derby Center and is in the Village Residential Derby Center (VRDC) zoning district.

Frank Knoll, owner of Northern Views LLC, was present to explain the request. There will be no change to the footprint of the building. Renovations will have to comply with State building codes. A letter of intent from the Agency of Transportation confirming that the Agency has reviewed the proposed site plan and is prepared to issue an access permit under VSA Title 19 §1111 is required and has been applied for. There were no comments from the public. Bob DeRoehn moved to close the hearing for application 20-073, with Adam Guyette seconding. Unanimous.

After deliberations Joe Profera moved to grant Conditional Use and site plan approval for application 20-073 by Northern Views LLC as submitted with the condition that a letter of intent from the Agency of Transportation confirming that the Agency has reviewed the proposed site plan and is prepared to issue an access permit under VSA Title 19 §1111 must be submitted to the Zoning Administrator, with Bob DeRoehn seconding (see attached written decision). Unanimous.

**OTHER BUSINESS:** None.

**ADJOURNMENT:**

Two applications are pending for their next meeting on August 31<sup>st</sup>. Jim Bumps moved to adjourn the meeting at 6:05 p.m. with Joe Profera seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*