

Unapproved

Derby Development Review Board * Minutes * February 5, 2018

Members Present: Tim Bronson, Jim Bumps, Bob DeRoehn, Adam Guyette, Dave LaBelle, Judy Nommik, Joe Profera.

Members Absent: None.

Others Present: Brian Smith, ZA Bob Kelley.

6:30 PM: The meeting was called to order. This is an organizational meeting for the newly appointed Development Review Board. Notebooks with the zoning bylaw and town plan were handed out. Bob Kelley explained that the first thing they needed to do was to elect a Chair so that they have someone to run the meeting. Joe Profera nominated Dave LaBelle, with Jim Bumps seconding. There were no other nominations. **Approved by unanimous decision.**

Dave LaBelle took over the meeting and asked for nominations for Vice-Chair. Bob DeRoehn nominated Joe Profera, with Judy Nommik seconding. There were no other nominations. **Approved by unanimous decision.**

The Board reviewed a VLCT model Rules of Procedure for Municipal Boards and made appropriate changes to accommodate how the Board wanted to run things. Joe Profera made a motion to approve the changes. Seconded by Bob DeRoehn. **Approved by unanimous decision.**

Bob Kelley will make the changes and will distribute it to the Board for their final review and approval at their next meeting. As part of their Rules of Procedure it was decided to meet every other Monday at 6:00 p.m. as needed. This will be on the opposite Mondays as the Selectboard meetings.

There is one application pending for their next meeting. It is a 2 lot subdivision along Darling Hill Road.

7:11 PM: Due to Presidents Day and Town Meeting their next meeting will not be until March 19, 2018. On a motion by Jim Bumps and seconded by Joe Profera the meeting was adjourned.

The minutes were taken by Bob Kelley.

Unapproved

Derby Development Review Board * Minutes * March 19, 2018

Members Present: Tim Bronson, Jim Bumps, Bob DeRoehn, Adam Guyette, Dave LaBelle, Judy Nommik, Joe Profera.

Members Absent: None.

Others Present: Paul Prue, Andy Starr, Shane Manning, ZA Bob Kelley.

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

APPROVE MINUTES:

Judy Nommik moved to approve the minutes of February 5, 2018, with Joe Profera seconding. Unanimous.

OLD BUSINESS:

Review and approve Rules of Procedure – Bob DeRoehn moved to approve the Rules of Procedure as written, with Adam Guyette seconding. Unanimous.

PUBLIC COMMENT: None.

NEW BUSINESS:

Application 18-004 by Shane & Donna Manning, PIN #TRD04050E2T1, for preliminary and final plat review to split off 1.83 acres from a 25 acre lot. This property is located at 3597 Darling Hill Road and is in the Residential 1-Acre (R1) zoning district.

Shane Manning was present to explain the request. He is selling his house and wishes to keep the split of 1.83 acres with the house and keep the rest of the land to build another house on. The existing access driveway will be shared with the 2 lots. The existing house has all the required State permits for the septic system. He has not applied for the State permits for the new house yet. There were no comments from the public. Joe Profera moved to close the hearing for application 18-004, with Tim Bronson seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-004 by Shane & Donna Manning as submitted with the condition that a Mylar of the approved plat must be filed with the Town Clerk within 180 days of this decision, with Judy Nommik seconding. Unanimous.

Application 18-006 by Osprey Holdings LLC, PIN #NDRT5062F4C, for site plan approval for an 8 ft by 76 ft front awning to provide cover for display products. This property is located at 3639 Route 5 and is in the Commercial (COM) zoning district.

Andy Starr was present to explain the request. This application is to build a larger awning to better protect display items from the weather. Parking spaces in front of the building will be moved slightly to accommodate the larger awning. The aisle between the 2 rows of parking will still be well over 24 ft wide. Bob DeRoehn moved to close the hearing for application 18-006, with Judy Nommik seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-006 by Osprey Holdings LLC as submitted, with Adam Guyette seconding. Unanimous

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:45 with Adam Guyette seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * April 30, 2018

Members Present: Tim Bronson, Jim Bumps, Bob DeRoehn, Adam Guyette, Dave LaBelle, Judy Nommik.

Members Absent: Joe Profera.

Others Present: Paul Prue, Anne Steinberg, Raven Thompson, Kyle Barry, Robin Smith, Grant Spates, ZA Bob Kelley.

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

APPROVE MINUTES:

Judy Nommik moved to approve the minutes of March 19, 2018, with Bob DeRoehn seconding. Unanimous.

PUBLIC COMMENTS:

A letter from absent DRB member Joe Profera to DRB Chair Dave LaBelle regarding application 18-013 was read. His opinion is that auto service business is not allowed in any residential district and that the application should not even be on the agenda.

NEW BUSINESS:

Application 18-012 by Vermont Catholic Charities, PIN #TRD18002A7TTXM, for site plan approval for an 11 ft by 11 ft gazebo for use by residents and guest of Michaud Memorial Manor. This property is located at 47 Herrick Road and is in the Commercial (COM) zoning district.

Anne Steinberg was present to explain the request. There will not be any lights in the gazebo. It will be located at the end of an existing walkway. There were no comments from the public. Judy Nommik moved to close the hearing for application 18-012, with Tim Bronson seconding. Unanimous.

After deliberations Judy Nommik moved to approve application 18-012 by Vermont Catholic Charities as submitted (see attached written decision), with Tim Bronson seconding. Unanimous.

Application 18-013 by Ernest Wright (Kyle Barry), PIN #TRD45011I5T, for site plan approval for a residential business to use 2 bays of a proposed 3 bay 40 ft by 60 ft garage for light automotive repairs and to also have U-Haul truck/trailer rentals. This property is located at 554 Salem Derby Road and is in the Rural Residential (RR) zoning district.

Raven Thompson and Kyle Barry were present to explain the request. Mr. Barry is in the process of purchasing the property. They explained that if the U-Haul trailers are a problem that they would not do the rentals on this lot. They have met with the State wetlands people and there may be an issue with the location of the garage. They will be meeting with a wetland expert to delineate the wetlands in the next couple of weeks. They requested that the application be tabled in case they have to relocate the building after consulting with a wetlands expert. The Board discussed Joe Profera's letter concerning whether auto repairs should be allowed in any residential district and if it was appropriate to continue review of this application. It was the consensus of the Board that this used qualifies as a residential business and it is appropriate to the Board to continue review of the application. Bob DeRoehn moved to table the hearing for application 18-013 until 6:00 p.m. Monday May 14, 2018 here in the municipal building, with Jim Bumps seconding. Unanimous.

OTHER BUSINESS:

Adam Guyette asked about a large propane tank sitting in Gosselin Water Well's driveway. He thought that it is connected to the building. Bob Kelley will check into it.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:45 with Adam Guyette seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * May 14, 2018

Members Present: Tim Bronson, Jim Bumps, Bob DeRoehn, Adam Guyette, Dave LaBelle, Judy Nommik, Joe Profera.

Members Absent: None.

Others Present: Paul Prue, Kyle Barry, Deborah McCormick, Russell Ingalls, ZA Bob Kelley.

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

APPROVE MINUTES:

Tim Bronson moved to approve the minutes of April 30, 2018, with Judy Nommik seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Judy Nommik moved to remove application 18-013 by Ernest Wright (Kyle Barry) from the table, with Jim Bumps Seconding. Unanimous.

Kyle Barry explained that he is still working with the wetlands expert and asked the Board to table the application again. Judy Nommik moved to table the hearing for application 18-013 until 6:00 p.m. Monday June 11, 2018 here in the municipal building, with Bob DeRoehn seconding. Unanimous.

Application 18-020 by Lormac Inc, PIN #NDRT5060F4C1, for site plan approval for a 7 ft by 15 ft addition to one bay of the car wash to accommodate trucks and sport utility vehicles. This property is located at 3693 US Route 5 and is in the Commercial (COM) zoning district.

Deborah McCormick and Russell Ingalls were present to explain the request. This is to upgrade the equipment and extend the bay for pickups and SUVs. Adding the extension to the rear would cost about \$60k extra. They estimate they will have to shut down the bay for about 3 weeks to do this project. There were no comments from the public. Tim Bronson moved to close the hearing for application 18-020, with Judy Nommik seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-020 by Lormac Inc as submitted (see attached written decision), with Adam Guyette seconding. Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

The next meeting is scheduled for Thursday May 17, 2018 at 6:00 pm. Jim Bumps moved to adjourn the meeting at 6:30 with Adam Guyette seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * May 17, 2018

Members Present: Tim Bronson, Jim Bumps, Bob DeRoehn, Adam Guyette, Dave LaBelle, Judy Nommik, Joe Profera.

Members Absent: None.

Others Present: Michael Gosselin, Jim Campbell, ZA Bob Kelley.

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

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of May 14, 2018, with Joe Profera seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-022 by Michael Gosselin, PIN #TRD22055E7T1, for preliminary and final plat approval for a 2 lot subdivision. Lot #1 – 6.6 acres and lot #2 – 3.6 ac. This property is located at 1999 Nelson Hill Road and is in the Residential 2-Acre (R2) zoning district.

Michael Gosselin was present to explain the request. This subdivision was previously approved but Mr. Gosselin did not record the mylar within 180 days thus voiding the permit. No changes were made from the previously approved application. There were no comments from the public. Joe Profera moved to close the hearing for application 18-022, with Tim Bronson seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-022 by Michael Gosselin as submitted with the condition that a mylar of the approved subdivision plat must be filed with the Town Clerk within 180 days of this decision (see attached written decision), with Tim Bronson seconding. Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Joe Profera moved to adjourn the meeting at 6:10 with Tim Bronson seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * July 9, 2018

Members Present: Tim Bronson, Jim Bumps, Bob DeRoehn, Adam Guyette, Dave LaBelle, Judy Nommik, Joe Profera.

Members Absent: None.

Others Present: Gilbert Fortin, Chris Roy, Robin Smith, Daniel Pickering, Bob Cowles, ZA Bob Kelley.

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

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of May 17, 2018, with Judy Nommik seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-044 by North Country Union High School, PIN #TRD56001E4T, for site plan approval for a 20 ft by 44 ft sawmill. This property is located at 661 Upper Quarry Road.

Daniel Pickering was present to explain the request. It will be an open shed with a metal roof used to store their portable sawmill. It will have a poured concrete pad and the will not be water or electricity to the building. After all public comments Joe Profera moved to close the hearing for application 18-044, with Adam Guyette seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-044 by North Country Union High School as submitted (see attached written decision), with Adam Guyette seconding. Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:20 with Joe Profera seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * July 23, 2018

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

Members Absent: Judy Nommik, Bob DeRoehn, Tim Bronson.

Others Present: Keith Markwell, Catherine Bennette, Jen Powers.

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

APPROVE MINUTES:

Jim Bumps moved to approve the minutes of July 9, 2018, with Joe Profera seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-054 by the Estate of Raymond Markwell, PIN #TRD45056M5T, for preliminary and final plat approval for a 2-lot subdivision. Lot #1 – 1.14 acre and lot #2 – 1.11 acre. This property is located at 3056 Salem Derby Road and is in the Residential 1-Acre (R1) zoning district.

Catherine Bennette was present to explain the request. All aspects of the subdivision were discussed. Jen Powers was concerned that she did not get notified about the hearing, she has no concerns with the application only that she was not notified. After all public comments Jim Bumps moved to close the hearing for application 18-054, with Adam Guyette seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-054 by the Estate of Raymond Markwell with the condition that a mylar of the approved subdivision plat must be filed with the Town Clerk within 180 days of this decision (see attached written decision), with Adam Guyette seconding. Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:25 with Adam Guyette seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * August 20, 2018

Members Present: Jim Bumps, Judy Nommik, Bob DeRoehn, Tim Bronson, Dave LaBelle, Joe Profera.

Members Absent: Adam Guyette.

Others Present: Ed Wells, Bob Kelley.

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

APPROVE MINUTES:

Jim Bumps moved to approve the minutes of July 23, 2018, with Joe Profera seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-055 by Ed & Susan Wells, PIN #SESAL029I7T, for conditional use approval for an 8 ft by 10 shed within the flood plain. This property is located at 459 East Salem Drive and is in the Shoreland (SD) zoning district.

Ed Wells was present to explain the request. The camp was built in the 1930's and the need a little more storage space. In 1998 the State of Vermont Floodplain Management Engineer recommended 967.9' NGVD '29 for the lowest floor level of any new buildings permitted on Salem Lake. A surveyor has marked this elevation on their camp for reference and this is the elevation for the proposed shed. More than 30 days has passes since the application was sent to the Vermont Department of Environmental Conservation on July 10, 2018. No comments have been received by the State. After Mr. Wells answered all questions by the Board Tim Bronson moved to close the hearing for application 18-055, with Jim Bumps seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-055 by Ed & Susan Wells as submitted (see attached written decision), with Tim Bronson seconding. Unanimous.

OTHER BUSINESS:

VLCT's 2018 Town Fair is on October 3-4 in South Burlington for anyone that is interested.

The Towns is setting up onsite training with VLCT for all Boards and Commissions on roles and responsibilities. Tentative date is Thursday September 13th at 6:00. All members are encouraged to attend.

ADJOURNMENT:

Next scheduled meeting is for 6:00 p.m. Monday, September 17, 2018. Jim Bumps moved to adjourn the meeting at 6:18 with Judy Nommik seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * September 17, 2018

Members Present: Judy Nommik, Bob DeRoehn, Tim Bronson, Dave LaBelle, Joe Profera.

Members Absent: Jim Bumps, Adam Guyette.

Others Present: Maurice Provost, Josh Provost, Scott Keenan, Deanna Keenan, Gene Ouellet Sr, Bob Kelley.

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

APPROVE MINUTES:

Judy Nommik moved to approve the minutes of August 20, 2018, with Bob DeRoehn seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-077 by C & P Brick & Mortar LLC/ADA J's LLC, PIN #RT005007E5T, for site plan approval to change the use of the property Automotive Repair & Service and Storage. This is the former Champlain Valley Equipment property located at 2506 VT Route 5 and is in the Commercial (COM) zoning district.

Scott Keenan was present to explain the request. The State is making them close one of the entrances. The proposed use is similar to the prior use. There were no comments from the public. Tim Bronson moved to close the hearing for application 18-077, with Bob DeRoehn seconding. Unanimous.

Joe Profera moved to approve application 18-077 by C & P Brick & Mortar LLC/ADA J's LLC as submitted, with Tim Bronson seconding. Unanimous (see attached written decision).

Application 18-076 by Gene Ouellet Sr, PIN #RT105077K7T, for a variance to replace 10 ft by 10 ft deck with a 12 ft by 24 ft deck within the front yard setback. This property is located at 3074 VT Route 105 and is in the Rural Residential (RR) zoning district.

Gene Ouellet Sr was present to explain the request. The deck was built without a permit and when the Zoning Administrator informed him a permit was required it was discovered that it was too close to the road right of way, at which time Mr. Ouellet applied for a variance. The front yard setback is 50 ft and the deck is setback only 38 ft. The variance criteria were reviewed. There were no comments from the public. Bob DeRoehn moved to go into deliberative session to discuss if additional information was needed, with Judy Nommik seconding. Unanimous.

After returning from deliberative session it was decided that no additional information was needed for the Board to make a decision. Bob DeRoehn moved to close the hearing for application 18-076, with Judy Nommik seconding. Unanimous.

Bob DeRoehn then moved to go into deliberative session for application 18-076, with Tim Bronson seconding. Unanimous.

After deliberations Joe Profera moved to approve the variance request for application 18-076 by Gene Ouellet Sr as submitted, with Judy Nommik seconding. Ayes – None. Nays – Bob DeRoehn, Tim Bronson, Judy Nommik, Joe Profera, Dave LaBelle. The Variance request was DENIED by a unanimous decision (see attached written decision).

OTHER BUSINESS:

The Board stressed how important it is to check with the Zoning Administrator prior to starting a project. The Board felt bad that Mr. Ouellet will now have to tear 2 ft off his deck,

but if he had gotten a permit prior to building the deck he would have known that extending the deck closer to the road was not permitted.

ADJOURNMENT:

Next scheduled meeting is for 6:00 p.m. Monday, October 1, 2018. Bob DeRoehn moved to adjourn the meeting at 6:56 with Joe Profera seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * October 1, 2018

Members Present: Judy Nommik, Bob DeRoehn, Tim Bronson, Dave LaBelle, Joe Profera, Jim Bumps, Adam Guyette.

Members Absent: None.

Others Present: Jackie DeRoehn, Ken Salzmann, John Hall, Nancy Hall, Bob Kelley.

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

APPROVE MINUTES:

Judy Nommik moved to approve the minutes of September 17, 2018, with Bob DeRoehn seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-090 by Carolyn Houghton & Leslie Klisz, PIN #RT105026I6T, for preliminary and final plat review for a 3-lot subdivision. Lot #1 – 4.4 acres, lot #2 – 4.7 acres and the remainder 16.9 acres. This property is located at 1117 VT Route 105 and is in the Shoreland (SD) and Rural Residential (RR) zoning districts.

Joe Profera recused himself because he is an abutting property owner. He left the table and sat with the public. Ken Salzmann was present to explain the request. Joe stated that he did not receive the notice for the hearing. According to the Certificate of Service it was mailed to him on September 12th via first-class mail. The State is requiring a shared access for lots 1 & 2. No waste water permit was required by the State. The 16 acre lot does not have frontage on the lake or river. There were no further comments from the public. Bob DeRoehn moved to close the hearing for application 18-090, with Judy Nommik seconding. Unanimous.

After deliberations Bob DeRoehn moved to approve application 18-090 by Carolyn Houghton & Leslie Klisz as submitted with the condition that a mylar of the approved plat must be filed with the Town Clerk within 180 days of this decision, with Judy Nommik seconding. Unanimous (see attached written decision).

OTHER BUSINESS: None.

ADJOURNMENT:

Next scheduled meeting is for 6:00 p.m. Monday, October 15, 2018. Jim Bumps moved to adjourn the meeting at 6:18 with Adam Guyette seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * October 15, 2018

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

Members Absent: Judy Nommik.

Others Present: David Peterson, Bob Kelley.

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

APPROVE MINUTES:

Adam Guyette moved to approve the minutes of October 1, 2018, with Tim Bronson seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-088 by David & Lindsay Peterson, PIN #SESAL028I7T, for conditional use approval for an 8 ft by 12 ft shed within the flood plain. This property is located at 419 East Salem Drive and is in the Shoreland (SD) zoning district.

David Peterson was present to explain the request. His property borders the small brook. The shed will be prebuilt and delivered to the site. The letter from Sacha Pealer, ANR, was reviewed. The best available information is that the Base Flood Elevation (BFE) for Lake Salem is 967.9 ft and our bylaw requires that the lowest floor be elevated 1 ft above the BFE. The applicant realizes the shed will have to be elevated. There were no comments from the public. Joe Profera moved to close the hearing for application 18-088, with Tim Bronson seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-088 by David & Lindsay Peterson as submitted with the condition that the floor of the shed shall be at an elevation of 968.9' NGVD or higher, with Tim Bronson seconding. Unanimous (see attached written decision).

OTHER BUSINESS: None.

ADJOURNMENT:

Next scheduled meeting is for 6:00 p.m. Monday, November 12, 2018. Jim Bumps moved to adjourn the meeting at 6:16 with Adam Guyette seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * November 26, 2018

Members Present: Bob DeRoehn, Tim Bronson, Dave LaBelle, Joe Profera, Jim Bumps, Judy Nommik.

Members Absent: Adam Guyette.

Others Present: Maryann Tetreault, Wilfred Tetreault, Mark Stewart, Dan Keenan, Laura Andrews, Lori Young, Bob Kelley.

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

APPROVE MINUTES:

Tim Bronson moved to approve the minutes of October 15, 2018, with Joe Profera seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 18-100 by the Estate of Donna Grenier, PIN #TRD54003L7T & TRD54001K7T1, for preliminary and final plat approval for 2 lot subdivision. Lot #2A – 5.18 ac and lot #2B – 5.18 ac. This property is located at 60 Sanborn Rd and is in the Rural Residential (RR) zoning district.

Attorney Dan Keenan was present to explain the request. This is to straighten out a prior lot line adjustment permit and bring the property into compliance. The RR district requires 5 ac minimum and all setbacks of existing buildings to the new proposed lot line are met. Access is via an existing right of way. There were no comments from the public. Tim Bronson moved to close the hearing for application 18-100, with Bob DeRoehn seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-100 by the Estate of Donna Grenier as submitted with the condition that a Mylar of the approved subdivision plat must be filed with the Town Clerk within 180 days of this decision, with Tim Bronson seconding. Unanimous (see attached written decision).

Application 18-105 by Wilfred & Maryann Tetreault, PIN #TRD32043J4T, for preliminary and final plat approval for 2 lot subdivision. Lot #1 – 5 ac and lot #2 – 10.3 ac. This property is located at 1792 Hinman Settler Road and is in the Rural Residential (RR) zoning district.

Maryann & Wilfred Tetreault were present to explain the request. They are splitting off 5 acres with the existing house. Access to lot 2 is via a 50 ft right of way. An access permit from the Town has been granted for the future driveway. The RR district requires 5 ac minimum and all setbacks of existing buildings to the new proposed lot line are met. There were no comments from the public. Tim Bronson moved to close the hearing for application 18-105, with Judy Nommik seconding. Unanimous.

After deliberations Tim Bronson moved to approve application 18-105 by Wilfred & Maryann Tetreault as submitted with the condition that a Mylar of the approved subdivision plat must be filed with the Town Clerk within 180 days of this decision, with Bob DeRoehn seconding. Unanimous (see attached written decision).

Application 18-109 by RHTL Partners LLC, PIN #NDRT5042G3T, for site plan approval for a 26,580 sq ft expansion of their existing Northpoint parking area. This property is located at 4441 US Route 5 and is in the Commercial (COM) zoning district.

Mark Stewart was present to explain the request. The expanded parking area will be gravel to begin with but will be paved at some point. Stormwater and Act 250 permits will be required. The erosion of the bank in the rear has been stabilized. There were no

comments from the public. Bob DeRoehn moved to close the hearing for application 18-109, with Judy Nommik seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-109 by RHTL Partners LLC as submitted, with Judy Nommik seconding. Unanimous (see attached written decision).

Application 18-110 by Laura Andrews, PIN #ESSAL028H6T, for conditional use approval to expand a nonconforming structure by adding a 12 ft by 16 ft roofed patio and a 6 ft by 16 ft roofed patio. This property is located at 798 4H Road and is in the Shoreland (SD) zoning district.

Laura Andrews was present to explain the request. It was noted that the property address is 790 4-H Road not 798. A prior permit has been granted to rebuild the building in the same footprint. This application is for the addition of 2 covered patios to the new house. The building is nonconforming as it does not meet either side lot lines. The proposed additions will not be any closer to the side lot lines than the existing building. There were no comments from the public. Judy Nommik moved to close the hearing for application 18-110, with Bob DeRoehn seconding. Unanimous.

After deliberations Joe Profera moved to approve application 18-110 by Laura Andrews as submitted, with Tim Bronson seconding. Unanimous (see attached written decision).

OTHER BUSINESS: None.

ADJOURNMENT:

There are no pending applications, so the next meeting will not be until after the New Year. Jim Bumps moved to adjourn the meeting at 6:36 with Bob DeRoehn seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*