

Unapproved

Derby Development Review Board * Minutes * January 16, 2023

Members Present: Bob DeRoehn, Jim Bumps, Joe Profera, Tanner Jacobs, Judy Nommik.

Members Absent: Dave LaBelle, Adam Guyette.

Others Present: Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M. by Vice-Chair Joe Profera.

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of November 7, 2022 as written, seconded by Tanner Jacobs. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-001 by Drew Stone, PIN #TRD41064K2T, for site plan and conditional use approval to operate an auto repair shop in his garage as a residential business. This property is located at 1665 Pine Hill Rd and is in the Residential 2-Acre (R2) district.

Drew Stone was present to explain the request. He will be repairing mainly snow machines, ATVs, motorcycles, etc... Everything will be stored inside. There were no comments from the public. Bob DeRoehn moved to close application 23-001 with Tanner Jacobs seconding. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-001 by Drew Stone as submitted with the condition that all dismantled vehicles and parts must be stored inside an enclosed building, not outside storage is allowed, seconded by Jim Bumps. Unanimous.

Application 23-002 by Anthony Tanguay, PIN #TRD44023I2T3, for site plan and conditional use approval for a change of use to light manufacturing, Bus Repair, auto detailing, and outside storage. This property is located at 144 Citizens Rd and is in the Commercial/Industrial (COM/IND) district.

Cody Raboin was present to explain the request. He is leasing the space for the light manufacturing. He will be making 5% alcoholic beverages. He has his state and federal licensed to manufacture and distribute the beverages. He plans on serving businesses in the Orleans County area. Anthony Tanguay was not present to explain the other uses on the property. There were no comments from the public.

After deliberations Tanner Jacobs moved to approve only the light manufacturing portion of application 23-002 by Anthony Tanguay as submitted, seconded by Bob DeRoehn. Unanimous with Joe Profera abstaining.

OTHER BUSINESS: None.

ADJOURNMENT:

Their next meeting is scheduled for 6:00 PM January 30, 2023. Jim Bumps moved to adjourn the meeting at 6:405 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * January 30, 2023

Members Present: Bob DeRoehn, Jim Bumps, Adam Guyette, Judy Nommik.

Members Absent: Dave LaBelle, Joe Profera, Tanner Jacobs.

Others Present: Bob Kelley.

MEETING CALLED TO ORDER - 6:07 P.M. by Acting Chair Bob DeRoehn.

APPROVE MINUTES:

Judy Nommik moved to approve the minutes of January 16, 2023 as written, seconded by Adam Guyette. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-003 by Midtown Estates, PIN #NDRT5046G4T, for site plan approval to change Unit #1 to Cannabis Retail. This property is located at 4267 US Route 5 and is in the Commercial (COM) district.

Elias Collins and Aaron Janci were present to explain the request. They will be occupying the first floor unit next to Roasters. They will be complying with all State and local regulations and security is required. There were no comments from the public. Judy Nommik moved to close application 23-003 with Jim Bumps seconding. Unanimous.

After deliberations Judy Nommik moved to approve application 23-003 by Midtown Estates as submitted, seconded by Adam Guyette. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Their next meeting is scheduled for 6:00 PM February 13, 2023. Jim Bumps moved to adjourn the meeting at 6:14 PM, seconded by Adam Guyette. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * February 13, 2023

Members Present: Bob DeRoehn, Jim Bumps, Dave LaBelle, Joe Profera, Tanner Jacobs, Judy Nommik.

Members Absent: Adam Guyette.

Others Present: Stephen Abbott, Pamela Abbott, Suzie Wheeler, Richard Wheeler, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M. by Chair Dave LaBelle.

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of January 30, 2023 as written, seconded by Judy Nommik. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-011 by Zachery & Pam Abbott, PIN #TRD88021C2T1, for final plan approval for a 2-lot subdivision, lot #1 – 1.87 ac & lot #2 – 0.48 ac. This property is located at 549 Sunset Acres and is in the Shoreland (SD) district.

Stephen & Pamela Abbott were present to explain the request. The existing gravel drive to a lot in the back is not in the correct location. The Wheelers were wondering what the Abbotts were going to do with the lots. The Abbotts hope to build on the larger lot at some point. There were no further comments from the public. Joe Profera moved to close application 23-011 with Bob DeRoehn seconding. Unanimous.

After deliberations Tanner Jacobs moved to approve application 23-011 by Zachery & Pam Abbott 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, seconded by Joe Profera. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

There are no permits pending DRB review. Jim Bumps moved to adjourn the meeting at 6:09 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * April 10, 2023

Members Present: Bob DeRoehn, Jim Bumps, Joe Profera, Judy Nommik.

Members Absent: Dave LaBelle, Tanner Jacobs, Adam Guyette.

Others Present: Beverly Kilby, John Kilby, Bob Kelley.

MEETING CALLED TO ORDER - 6:10 P.M. by Vice-Chair Joe Profera.

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of February 13, 2023 as written, seconded by Jim Bumps. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-023 by Beverly Kilby, PIN #TRD33002H4T, for conditional use approval for an 8 ft by 20 ft storage container. This property is located at 153 Christman Road and is in the Rural Residential (RR) district.

Beverly & John Kilby were present to explain the request. They are moving the storage container from the front yard to the rear yard. There were no comments from the public. Bob DeRoehn moved to close application 23-023, seconded by Jim Bumps. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-023 by Beverly Kilby as submitted, seconded by Jim Bumps. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

The next meeting is scheduled for 6:00 PM April 24, 2023. Jim Bumps moved to adjourn the meeting at 6:15 PM, seconded by Judy Nommik. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * April 24, 2023

Members Present: Bob DeRoehn, Jim Bumps, Joe Profera, Judy Nommik, Tanner Jacobs, Adam Guyette.

Members Absent: Dave LaBelle.

Others Present: Todd Wright, Bob Kelley.

MEETING CALLED TO ORDER - 6:10 P.M. by Vice-Chair Joe Profera.

APPROVE MINUTES:

Judy Nommik moved to approve the minutes of April 10, 2023 as written, seconded by Bob DeRoehn. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-027 by Ronald Wright, PIN #NDRT5029G3T10, for conditional use and site plan approvals to change a portion of the building to make frozen pizzas (light manufacturing). This property is located at 48 Community Drive and is in the Commercial (COM) district.

Todd Wright was present to explain the request. They are renovating the interior of the back portion of the building and adding a freezer. The sports shop will remain in the front portion of the building. 5 – 6 employees are anticipated and more as the business expands. There will be bi-weekly pickups using an 18-wheeler. The Board thought that a Knox box for the fire department was needed and Mr. Wright agreed to install one. There were no comments from the public. Judy Nommik moved to close application 23-027, seconded by Bob DeRoehn. Unanimous.

After deliberations Jim Bumps moved to approve application 23-027 by Ronald Wright with the condition that a Knox box is installed, seconded by Tanner Jacobs. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

The next meeting is scheduled for 6:00 PM May 22, 2023. Jim Bumps moved to adjourn the meeting at 6:15 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * May 22, 2023

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

Members Absent: None.

Others Present: Kim Edwards, Chris Wright, Erich Spivey, Nathan Hamblett, Winston Bartley, Lisa Burke, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M. by Chair Dave LaBelle.

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of April 24, 2023 as written, seconded by Tanner Jacobs. Unanimous.

PUBLIC COMMENTS:

Joe Profera asked if Commercial properties still needed a 10 ft greenstrip around the property. Bob Kelley told him that yes they do.

NEW BUSINESS:

Application 23-037 by Lisa Burke, PIN #TRD54046M6T, for final plat approval for a 2-lot subdivision. 5.1 acres and 43.9 acres. This property is located off Bushey Hill Road and is in the Rural Residential (RR) district.

Lisa Burke was present to explain the request. This is a straight forward 2-lot subdivision. Both lots have frontage on Bushey Hill Road. The Tax Maps have the property drawn incorrectly. There were no comments from the public. Joe Profera moved to close application 23-0037, seconded by Bob DeRoehn. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-0037 by Lisa Burke with the condition that a Mylar of the approved subdivision must be filed with the Town Clerk with 180 days of this decision, seconded by Judy Nommik. (see attached decision) Unanimous.

Application 23-040 by Trac Equities LLC, PIN #NDRT5060F4C, for site plan approval to convert a portion of the building into Cannabis Manufacturing. This property is located at 3731 US Route 5 and is in the Commercial (COM) district.

Kim Edwards and Chris Wright were present to explain the request. They explained the process for extracting THC from the cannabis. There is no chemical waste to dispose of from the process. A State permit is required for Cannabis Manufacturing. There were no comments from the public. Joe Profera moved to close application 23-040, seconded by Judy Nommik. Unanimous.

After deliberations Jim Bumps moved to approve application 23-040 by Trac Equities LLC as submitted, seconded by Judy Nommik. (see attached decision) Ayes – Judy Nommik, Jim Bumps, Joe Profera, Dave Labelle, Bob DeRoehn. Nays – Tanner Jacobs, Adam Guyette. The motion passes.

Application 23-041 by BMS Holdings LLC, PIN #MSTDL003A6L, for site plan and conditional use approvals to split a ground floor apartment into two apartments. This property is located at 26 Main Street, Derby Line and is in the Village Commercial Derby Line (VCDL) district.

Erich Spivey was present to explain the request. This is an after the fact permit, the conversion was done a year or 2 ago. They converted a 2 bedroom 2 bathroom apartment into 2 – 1 bedroom 1 bathroom apartments. All that was needed was to wall up an archway and they will need to add another electric meter so each apartment has its own meter. Both apartments have an interior access from a common hallway and an outside access. There

were no comments from the public. Bob DeRoehn moved to close application 23-041, seconded by Joe Profera. Unanimous.

After deliberations Judy Nommik moved to approve application 23-041 by BMS Holdings LLC with a condition that a Knox Box be installed with a key to the common front door, seconded by Tanner Jacobs. (see attached decision) Unanimous.

Application 23-043 by Winston Bartley, PIN #NDRT5019G3T, for site plan approval for a 15 ft by 30 ft shed. This property is located at 5134 US Route 5 and is in the Commercial (COM) district.

Winston Bartley was present to explain the request. The shed is to store equipment and projects out of the weather. There were no comments from the public. Tanner Jacobs moved to close application 23-043, seconded by Joe Profera. Unanimous.

After deliberations Jim Bumps moved to approve application 23-043 by Winston Bartley as submitted, seconded by Adam Guyette. (see attached decision) Unanimous.

Application 23-044 by Hamblett Holdings, PIN #NDRT5077F5C, for site plan approval for a 40 ft by 52 ft dry storage building. This property is located at 3262 US Route 5 and is in the Village Commercial Derby Center (VCDC) district.

Nathan Hamblett was present to explain the request. The building will be 2 storage containers with a roof over them. There will be 1 or 2 overhead doors and will be used mainly to store equipment. Insurance will probably require fire extinguishers at each door. There were no comments from the public. Judy Nommik moved to close application 23-044, seconded by Adam Guyette. Unanimous.

After deliberations Tanner Jacobs moved to approve application 23-044 by Hamblett Holdings as submitted, seconded by Bob DeRoehn. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

The next meeting is scheduled for 6:00 PM June 5, 2023. Jim Bumps moved to adjourn the meeting at 6:40 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * June 5, 2023

Members Present: Bob DeRoehn, Jim Bumps, Judy Nommik, Tanner Jacobs, Dave LaBelle.

Members Absent: Joe Profera, Adam Guyette.

Others Present: Tammy Jacobs, Barbara Koptis, Bill Koptis, Shane Manning, Susan Wu, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M. by Chair Dave LaBelle.

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of May 22, 2023 as written, seconded by Tanner Jacobs. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-047 by Shane & Donna Manning, PIN #TRD04050E2T2, for final plat approval for a 3-lot subdivision. Lot #2 – 5.79 ac, lot #3 – 9.15 ac and lot #4 – 7.43 ac. This property is located at 3593 Darling Hill Road and is in the Residential 1-Acre (R1) district.

Shane Manning was present to explain the request. This is a straight forward 3-lot subdivision. Lot #2 has frontage on Darling Hill Road and lots 3 & 4 are accessed by a 50 ft wide R.O.W. There will be a total of 4 lots using the R.O.W. There were no comments from the public. Bob DeRoehn moved to close application 23-047, seconded by Judy Nommik. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-047 by Shane & Donna Manning with the condition that a Mylar of the approved subdivision must be filed with the Town Clerk with 180 days of this decision and that all work must comply with §701.7, 701.9 & 701.11 of the Derby Zoning Bylaw, seconded by Jim Bumps. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

The next meeting is scheduled for 6:00 PM June 19, 2023. Jim Bumps moved to adjourn the meeting at 6:15 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * June 19, 2023

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

Members Absent: Tanner Jacobs, Adam Guyette.

Others Present: Tammy Jacobs, Moe Jacobs, David Sumner, Tanya Griffin, Bernadette Beloin, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M. by Chair Dave LaBelle.

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of June 5, 2023 as written, seconded by Judy Nommik. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-054 by Tanya Griffin, PIN #NDR5082F5C, for site plan approval for six (6) vendors/food trucks on the lot, expanded parking area for 16 vehicles, and a 10 ft by 16 ft shed. This property is located at 3221 US Route 5 and is in the Village Commercial Derby Center (VCDC) district.

Tanya Griffin and David Sumner were present to explain the request. Parking, landscaping, fencing, access, signs, trash, smoke and property lines were discussed. Parking is for 16 vehicles and they have a lease agreement to for 8 parking spots at the former bowling alley for vendors' vehicles. There were concerns whether the parking was adequate and people parking on the adjacent properties. A 10 ft wide green strip is required along all property boundaries. Additional fencing along both side lot lines is proposed. Vtrans has approved the existing access off US Route 5. No signs are proposed. All vendors will have a trash barrel and they will empty them nightly. There were concerns with trash blowing around and possibly attracting rodents if the trash is not picked up. The Jacobs were concerned with smoke from a smoked BBQ vendor blowing into their rental house just east of the lot, the fence, trash and they disagreed with the property line between the 2 properties. Mrs. Beloin has concerns with the fence, trash and parking. The DRB had concerns because this is a small lot with a lot of activity proposed. Judy Nommik moved to close application 23-054, seconded by Bob DeRoehn. Unanimous.

Bob DeRoehn moved to go into deliberative session, seconded by Judy Nommik. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-054 by Tanya Griffin with the following conditions: 1) the trash must be removed from the property daily, 2) the stockade fence on the eastern lot line must extend from the Majestic Trophy sign to the southeast corner of the lot and then continue along the south lot line to the trees (approximately 56 ft), 3) the split rail fence on the west property line must be extended to the southwest corner of the lot, 4) there must be 3 No Parking signs on the fence on both Beloin and Jacobs, and 5) this permit will expire on April 1, 2024 and the applicant must reapply, seconded by Jim Bumps. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

The next meeting is scheduled for 6:00 PM July 17, 2023. Jim Bumps moved to adjourn the meeting at 7:17 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * July 17, 2023

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

Members Absent: Tanner Jacobs, Adam Guyette, Judy Nommik.

Others Present: Jared Gonyaw, Sharon Gonyaw.

MEETING CALLED TO ORDER - 6:00 P.M. by Chair Dave LaBelle.

APPROVE MINUTES:

Joe Profera moved to approve the minutes of June 19, 2023 as written, seconded by Bob DeRoehn. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-061 by Jared & Sharon Gonyaw, PIN #TRD41008G3T2, for site plan approval for a 2nd single-family dwelling on their lot. This property is located at 553 Crawford Rd and is in the Shoreland/Commercial (SD/COM) districts.

Jared Gonyaw was present to explain the request. The proposed house is for his son. There were no comments from the public. Bob DeRoehn moved to close application 23-061, seconded by Joe Profera. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-061 by Jared & Sharon Gonyaw as submitted with the condition that the driveway must have a 25 ft paved apron onto Crawford Road, seconded by Joe Profera. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 7:10 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * August 28, 2023

Members Present: Bob DeRoehn, Jim Bumps, Tanner Jacobs, Joe Profera.

Members Absent: Dave LaBelle, Adam Guyette, Judy Nommik.

Others Present: Joe Flynn, Ryan Morse, Cynthia Burgess, Willa Burgess, Lynn Burgess, Joshua Poulin.

MEETING CALLED TO ORDER - 6:00 P.M. by Vice-Chair Joe Profera.

APPROVE MINUTES:

Tanner Jacobs moved to approve the minutes of July 17, 2023 as written, seconded by Bob DeRoehn. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-071 by John Burgess, PIN #EAGPT013A1T, for final plan approval for a 3 lot subdivision. Lot #1 – 0.7 ac, lot #2 – 0.6 ac and lot #3 – 0.5 ac. This property is located at 33 Burgess Lane and is in the Shoreland (SD) district.

Joe Flynn, Ryan Morse, Cynthia Burgess, Willa Burgess & Lynn Burgess were present to explain the request. Lot #1 has its own access drive and lots #2 & #3 will share an access. There is a proposed septic easement for all the lots. There were no comments from the public. Bob DeRoehn moved to close application 23-071, seconded by Tanner Jacobs. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-071 by John Burgess 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, seconded by Tanner Jacobs. (see attached decision) Unanimous.

Application 23-078 by Poulin Grain Inc, PIN #NDRT5053F4C, for site plan approval to add loading docks on the west side of the building. This property is located at 3916 US Route 5 and is in the Commercial (COM) district.

Joshua Poulin was present to explain the request. This property will be used for distribution and there offices will be moved there next year. They will have more truck traffic than Louis Garneau. They are putting in 5 new loading docks. There were no comments from the public. Tanner Jacobs moved to close application 23-078, seconded by Bob DeRoehn. Unanimous.

After deliberations Tanner Jacobs moved to approve application 23-078 by Poulin Grain Inc , seconded by Bob DeRoehn. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 7:15 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * October 23, 2023

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

Members Absent: Judy Nommik.

Others Present: Ray Williams, Tammi Williams, Bob Kelley.

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

APPROVE MINUTES:

Joe Profera moved to approve the minutes of August 28, 2023 as written, seconded by Bob DeRoehn. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-091 by Ray & Tammi Williams, PIN #ESSAL036H6T, for conditional use approval for the expansion of a nonconforming structure to add an 8 ft by 28 ft screen porch to their dwelling. This property is located at 666 4H Road and is in the Shoreland (SD) district.

Ray & Tammi Williams were present to explain the request. The deck has been built without a permit and now they want to enclose and screen it. The Board reviewed the application and did not have any questions. There were no comments from the public. Joe Profera moved to close application 23-091, seconded by Tanner Jacobs. Unanimous.

After deliberations Joe Profera moved to approve application 23-091 by Ray & Tammi Williams as submitted, seconded by Bob DeRoehn. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:06 PM, seconded by Adam Guyette. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * November 6, 2023

Members Present: Jim Bumps, Tanner Jacobs, Joe Profera, Adam Guyette, Judy Nommik.

Members Absent: Dave LaBelle, Bob DeRoehn.

Others Present: Bob Kelley.

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

APPROVE MINUTES:

Tanner Jacobs moved to approve the minutes of October 23, 2023 as written, seconded by Adam Guyette. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-094 by Denise Desrochers Revocable Trust, PIN #NDRT5058F4C, for site plan approval for a 56 ft by 60 ft storage building. This property is located at 3761 US Route 5 and is in the Commercial (COM) district.

The applicant was not present to explain the request. Judy Nommik moved to table application 23-094 by Denise Desrochers Revocable Trust until 6:00 PM on Monday, November 20, 2023, seconded by Jim Bumps. Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:05 PM, seconded by Judy Nommik. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * November 20, 2023

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

Members Absent: Tanner Jacobs, Adam Guyette.

Others Present: Christine Fortin, Danielle Desrochers, Robert Desrochers, Bob Kelley.

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

APPROVE MINUTES:

Joe Profera moved to approve the minutes of November 6, 2023 as written, seconded by Jim Bumps. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-096 by Christine Fortin, PIN #TRD18031A7T, for final plat approval for a 2 lot subdivision. 8.33 acres and 39 acres. This property is located at 1214 Herrick Road and is in the Rural Residential (RR) district.

Christine Fortin was present remotely to explain the request. She is splitting of 8.33 acres for her daughter. There were no comments from the public. Bob DeRoehn moved to close application 23-096, seconded by Judy Nommik. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-096 by Christine Fortin 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, seconded by Joe Profera. (see attached decision) Unanimous.

Application 23-094 by Denise Desrochers Revocable Trust, PIN #NDRT5058F4C, for site plan approval for a 56 ft by 60 ft storage building. This property is located at 3761 US Route 5 and is in the Commercial (COM) district. This application was tabled from the last meeting.

Danielle & Robert Desrochers were present to explain the request. The building will be used for storage and will not have heat or electricity. There were no comments from the public. Bob DeRoehn moved to close application 23-094, seconded by Joe Profera. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-094 by Denise Desrochers Revocable Trust as submitted, seconded by Jim Bumps. (see attached decision) Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:15 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

Unapproved

Derby Development Review Board * Minutes * December 18, 2023

Members Present: Jim Bumps, Joe Profera, Judy Nommik, Bob DeRoehn, Tanner Jacobs.

Members Absent: Dave LaBelle, Adam Guyette.

Others Present: Jacob Merrill, Amy Maxwell, Bob Kelley.

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

APPROVE MINUTES:

Bob DeRoehn moved to approve the minutes of November 20, 2023 as written, seconded by Jim Bumps. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Application 23-101 by Jacob Merrill, PIN #BCHST002A6L, for conditional use approval for a change of use of a nonconforming use to cylinder repair shop. This property is located at 67 Beach St and is in the Village Residential-One Derby Line (VR1DL) district.

Jacob Merrill was present to explain the request. He repairs hydraulic cylinders. Customers drop off and pick up the cylinders. He gets a few customers a day and he normal works regular business hours. Traffic would be less than the former ambulance use. There were no comments from the public. Bob DeRoehn moved to close application 23-101, seconded by Jim Bumps. Unanimous.

After deliberations Bob DeRoehn moved to approve application 23-101 by Jacob Merrill as submitted, seconded by Tanner Jacobs (see attached decision). Unanimous.

OTHER BUSINESS: None.

ADJOURNMENT:

Jim Bumps moved to adjourn the meeting at 6:20 PM, seconded by Bob DeRoehn. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*