

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD MEETING
May 2, 2016**

Members Present: Kyle Skrocki (Vice Chair); Cathy Mullins (Clerk); Phil Savoy,
Eric Anderson

Others Present: Russ Hodgkins (ZA)

Interested Parties: David Walter and visiting Nancy Dalzell – SB member

CALL TO ORDER: Kyle Skrocki called the meeting to order with the absence of Chris Potter who was ill at 7:00 PM in the Westminster Town Hall and welcomed everyone. Kyle advised that meetings are tape recorded and told the applicant that the decision of this application would happen in Deliberative Session and the results could be obtained earlier by calling the ZA.

ADJUSTMENTS TO AGENDA: None

MINUTES: Kyle asked whether there were any changes to be made to the March 7, 2016 meeting minutes. Hearing no comments, Kyle asked for a motion to accept the minutes as printed. **Cathy Mullins made a motion to accept the minutes as written. Eric Anderson 2nd the motion. Motion passed.**

Ex Parte Communications: There were no recusals from the application being heard.

Interested Parties: All interested parties that signed in agreed to affirm that the evidence they give in the cause under consideration shall be the whole truth and nothing but the truth under the pains and penalties of perjury. Any comments from the public should be directed to the DRB. If the person before you has spoken to something that you were going to speak to please try not to repeat the same information. Everyone will have any opportunity to speak during the meeting.

Deliberative Session: The DRB members had previously agreed to make their decisions in Deliberative Session, if needed, following the public hearings on the applications. It will be scheduled at the end of the Development Review Hearing.

COMMUNICATIONS AND PUBLIC COMMENT: There was none.

NEW BUSINESS DEVELOPMENT REVIEW: *DRB Member Eric Anderson*

Application: #16-29 After declaring the application complete for review, Eric started the review under **Section 21B Application Requirements; Section 311 Site Plan Review; Section 442.5 Rural Residential District Zone; and Article VIII Subdivision of Land** of the 2014 Interim Zoning Bylaws.

Testimony: As the Board went through each section of review, questions were asked of the Applicant, David Walter, to clarify his request for this minor subdivision. Questions ranged from access to each lot, proposed change in use or appearance, and reasons for the subdivision. David answered with: Lot # 1 (7.2 acre parcel) will be accessed off Daigel Road and will be associated with the main lot contiguous with this lot which has the house on it and Lot #2 (19.3 acre parcel) will be coming off Old Ledge Road. He explained that at this time there are no plans to develop this land on either parcel. The reason given for

the subdivision was that future plans may include selling or developing one or both of the parcels.

There was no further testimony from the public or Applicant. The DRB did not request testimony from the Zoning Administrator. **The hearing was closed at 7:25 p.m.**

UNFINISHED BUSINESS:

a.) Zoning Bylaw Articles IV, V, VI were given to the Board for review and will be asked to comment at their next meeting.

OTHER BUSINESS:

The Town Manager/ZA, Russell Hodgkins gave the Board an update on the State facility in which changes to the site plans were received. He explained that the Board's permit that they gave is now null and void because of these changes. Russell continued, that the next meeting will be the State's new request for a permit to comply with the changes that they propose. A brief description was given with the information that the ZA has received so far. Cathy Mullins told the Board she would be absent for the next meeting because of vacation plans.

Recess to Deliberative Session: There was a consensus of the DRB members to enter into Deliberative Session at 7:43 p.m.

Deliberative Session report taken by Russ Hodgkins: Coming out of the deliberative session at 7:58 p.m., Phil Savoy made a motion to approve the subdivision request made by David Walter with conditions. The conditions are as follows:

1. The Applicant will supply the Town within 180 days one Mylar and three paper plans showing the past subdivision and the proposed new subdivision and pay an additional \$15 for this paperwork to be recorded.
2. To apply and receive the State subdivision permit required of all subdivisions in the State of Vermont and to supply the Town with a paper copy of the said permit for the file.

Kyle Skrocki seconded the motion. **The motion passed 4-0.**

Date of Next Meeting: The date of the next meeting will be June 6, 2016 at 7:00 pm.

Adjournment: Kyle Skrocki made a motion to adjourn the meeting at 8:02 pm. Cathy Mullins seconded. The meeting was adjourned.

Signature of Clerk

Date

Prepared by: Russell Hodgkins - ZA

(Note: These are unapproved minutes. Corrections, if necessary, will be found in the minutes of the next DRB meeting.)