

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
October 7, 2019**

Members Present: Chris Potter (Chair), Don Anderson (Clerk), Tim Harty
Oliver Brody and Ed Harty

Others Present: Russell Hodgkins (ZA) and Kelley Thayer (Recording Clerk)

Interested Parties: Russell Lazarek and Yevette Hendler

1. Call to Order: Chris Potter (Chair) called the meeting to order at 6:31 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Chris Potter made a motion to accept the minutes as printed for the September 3, 2019 minutes. Don Anderson seconded and the motion passed.

Ex Parte Communications: Chris Potter (Chair) asked the Board if any member needed to recues themselves from the hearings. Hearing none, the hearings proceeded.

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. Chris Potter stated that everyone will get a chance to speak and will get the chance to become an interested party. What that means is if the application did ever go on to the environmental court further down the road beyond us, an interested party would have the information needed.

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

4. Communications and Public Comment: None

5. New Business – DEVELOPMENT REVIEW:

Application #20-13

Application #20-13 (Yevette Hendler & Russell Lazarek) – property located at 3619 US Route 5. The Applicant is requesting several small “Home Improvements” in the Historic Village. Window replacements & front porch repair are the focus of the application. This Application will be reviewed under **Section 311 Site Plan Review; Section 445 Village District Zone; and Article X Historic Preservation Overlay District** of the adopted 2017 Zoning Bylaws.

Ed Harty began with a brief overview of Application # 20-13. Ed then asked Russell Lazarek and Yvette Hendler to speak on the “Home Repairs” application they had applied for. Russell and Yvette stated that they would like to replace the remaining six windows to replicate the windows that have already been replaced by the previous owners. Russell & Yvette would also like to replace the roof on the porch as well as improve the gutter drainage system. Upon hearing no further questions or concerns, Ed Harty closed the Application at 6:45 pm.

6. Unfinished Business: (Discussion / Action): None

7. Other Business (Discussion / Action): The ZA explained the contents of the next meeting with three applications and requested that certain Board members look at the applications for review.

DELIBERATIVE SESSION:

The DRB went into deliberative session at 7:00 PM. Upon coming out of deliberative session at 7:15 PM, Ed Harty made a motion to permit the application as presented with no conditions at this time. Oliver Brody seconded the motion and it passed 5-0.

8. Date of Next Meeting: Monday, November 4, 2019 at 6:30 pm at the Westminster Town Hall

9. Adjournment: Don Anderson made a motion to adjourn at 7:22 PM. Tim Harty seconded the motion and the motion passed.

Signature of Clerk

Date

Prepared by: Kelley Thayer

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