

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
January 6, 2020**

Members Present: Chris Potter (Chair), Don Anderson (Clerk), Ed Harty
Members Absent: Tim Harty & Oliver Brody
Others Present: Russell Hodgkins (ZA) and Kelley Thayer (Recording Clerk)
Interested Parties: Lou & Nancy Blanchard

1. Call to Order: Chris Potter (Chair) called the meeting to order at 6:30 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Chris Potter made a motion to accept the minutes as printed for the December 3, 2019 minutes. Ed Harty seconded and the motion passed.

Ex Parte Communications: Chris Potter (Chair) asked the Board if any member needed to recuse themselves from the hearings.

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 #20-28 Application #20-28 (Louis & Nancy Blanchard) – property located at 97 School Street. The Application is requesting the installation of a pre-constructed one car LaValley’s garage in the Historic Village. This Application will be reviewed under **Section 311 Site Plan Review; Section 445 Village District Zone; and Article IX Historical Preservation Overlay District** of the adopted 2017 Zoning Bylaws.

Don Anderson began with a brief overview of Application # 20-28. Lou and Nancy Blanchard told the DRB that they will be installing a pre-constructed LaValley's 20 x 20 garage with a colonial garage door, wood siding & metal roofing. The garage will be very hard to see from the road. The HRB previously met and had no issues with this structure. Upon hearing no further questions or concerns, Don Anderson closed the Application at 6:41 pm.

Application #20-30

Application #20-30 (Father's Restaurant) – property located at 7079 US Route 5. The Applicant is requesting a "Revised" permit for actual built structure versus what was previously permitted. This Application will be reviewed under **Section 311 Site Plan Review; and Section 444 Commercial/Industrial District Zone** of the adopted 2017 Zoning Bylaws.

Chris Potter began with a brief overview of Application # 20-30. Chris then asked Russell Hodgkins if he would like to speak on behalf of Brian McAllister (Absent). Russell began by saying that Brian received a Permit for a 30 x 30 Canopy. Brian then called to say he was going to put a structural roof with canopy sides. Upon completion of a site visit after construction has already begun, it was discovered that the construction was no longer in compliance with the approved Permit previously issued. Russell then insisted that Brian start over with a new permit that reflected the correct construction that had taken place. Russell told the DRB that there is an artesian well inside the structure in which Brian will put a table over. A dormer roof was installed and there are no safety or structural issues. Brian also wanted the DRB to know that he may potentially build a small platform on the back bank for entertainment and install steps with railings. Upon hearing no further questions or concerns, Chris Potter closed the Application at 7:00 pm.

6. Unfinished Business: (Discussion / Action): The DRB discussed the possibility of an extra fee for Application # 20-26 (Windmill Hill Properties) for a premature start-up of his project before a permit was issued. The DRB voted and decided to excuse the additional fee with a 3-0 vote. Permit passed as filed.

7. Other Business (Discussion / Action): None

DELIBERATIVE SESSION: The DRB went into Deliberative Session at 7:14 PM. Upon coming out at 7:23 PM, Don Anderson made a motion to approve Application #20-28 (Louis & Nancy Blanchard) as presented with no conditions at this time. Ed Harty seconded the motion and the motion passed 3-0.

Chris Potter made a motion to accept the revised application #20-30 (Father's Restaurant/Brian McAllister) for the constructed addition with changes from the original request of a roofed structure adjacent to the BBQ building. This permit will also give approval to a set of steps with a railing on the south side and a small deck next to the bank for entertainment purposes. The ZA will monitor these two items as they become apparent as conditions to the permit. Ed Harty seconded the motion and the motion passed 3-0.

8. Date of Next Meeting: Monday, February 3, 2020 at 6:30 pm at the Westminster Town Hall
The ZA told the Board that there are three applications to hear on this evening.

9. Adjournment: Don Anderson made a motion to adjourn at 7:33 PM. Chris Potter 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.)