

**TOWN OF WESTMINSTER  
DEVELOPMENT REVIEW BOARD  
May 4, 2020**

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

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

Interested Parties: Jack Bell; Long View Forest

**1. Call to Order:** Chris Potter (Chair) called the meeting to order at 6:29 P.M.

**2. Adjustments to Agenda: NOTE:** Long View Forest Application # is actually 20-42. The original Application # was 20-34.

**3. Acceptance of Minutes:** Tim Harty made a motion to accept the minutes as printed for the March 2, 2020 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:** Russell asked the Board if everyone was okay with meeting outside with gloves and masks during this Covid-19 pandemic going forward until the Governor releases the mandated regulations. All members were okay with the procedure.

**5. New Business – DEVELOPMENT REVIEW:**

Application #20-42

Application #20-42 (Long View Forest) – property located at 48 Picz Road. The Application is requesting the Construction of a Pole Barn for the use of storing trucks & small equipment. This Application will be reviewed under **Section 311 Site Plan Review, Section 312 Waiver of Dimensional Requirement, and Section 446 Residential District Zone** of the adopted 2017 Zoning Bylaws.

Ed Harty began with a brief overview of Application # 20-42. Ed Harty asked Jack Bell (Long View Forest) to give the Board a brief summary of what his plans were for this requested permit. Jack Bell told the Board that they would be unable to move the proposed structure (Pole Barn) to avoid the Waiver of Dimensional Requirements and therefore needs to requests this Waiver. Jack told the Board that if they move the construction of the Pole Barn as requested in Application # 20-34, it would obstruct there present process and would not be beneficial for them. Upon hearing no further questions or concerns, Ed closed the Application at 6:35 pm.

Application #20-38

Application #20-38 (Greg & Noel Fletcher) – property located at 48 Church Ave.. The Applicant is requesting a permit for a 24' x 24' garage in the Town of Westminster. This Application will be reviewed under **Section 311 Site Plan Review; Section 312 Waiver of Dimensional Requirement, and Section 447 Rural Residential District Zone** of the adopted 2017 Zoning Bylaws.

Tim Harty began with a brief overview of Application # 20-38. Russell Hodgkins spoke on behalf of Greg Fletcher (Absent) who was requesting a Waiver of Dimensional Requirements to construct a New Garage, which would be infringing on a neighbor's property line. The neighbor provided a letter to the Board stating that Greg Fletcher had his permission to construct the 24' x 24' foot Garage that would be 7' – 8' feet from his property line at his residence on 48 Church Avenue. The old Garage will be removed and the new Garage will be adjacent to the old Garage. Upon hearing no further questions or concerns, Tim Harty closed the Application at 6:45 pm.

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

**7. Other Business (Discussion / Action): None**

**DELIBERATIVE SESSION:** The Chair brought the Board into Deliberative Session at 6:50 PM. Upon coming out of Deliberative Session, Ed Harty made a motion accept the request for a “Waiver of Dimensional Requirement” because of the location of the proposed structure to the back slope of the adjacent property and the fact that no abutters had issues with this request. Chris Potter seconded the motion and the motion passed 5-0. Continuing, Tim Harty made a motion to accept application #20-38 (Greg & Noel Fletcher) for a “Waiver of Dimensional Requirement” for a new garage and Tim made mention of the neighbors letter whom the proposed garage would be infringing on, had no problems granting his permission. Oliver Brody seconded the motion and the motion passed 5-0.

**8. Date of Next Meeting:** Monday, June 1, 2020 at 6:30 pm at the Westminster Town Hall - Outside (if needed)

**9. Adjournment:** Don Anderson made a motion to adjourn at 7:15 PM. Ed Harty seconded the motion and it passed.

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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.)