

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
June 1, 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: Al & Marcia Hunker

1. Call to Order: Chris Potter (Chair) called the meeting to order at 6:34 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Tim Harty made a motion to accept the minutes as printed for the May 4, 2020 minutes. Ed Harty seconded and the motion passed 5-0.

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 #20-48

Application #20-48 (Claudia Williams & Ethan Illingworth) – property located at 1585 Pine Banks Road. The Application is requesting the Construction of a House & Barn for agricultural use. The land will be eventually subdivided to verify this use. This Application will be reviewed under **Section 212 Land Use Permits & Approvals, 311 Site Plan Review, Section 447 Rural Residential District Zone, and Article VIII Subdivision of Land (Authorization & Purpose)** of the adopted 2017 Zoning Bylaws.

Chris Potter began with a brief overview of Application # 20-48. Ethan Illingworth was not present so Chris asked Russell Hodgkins – ZA to speak on his behalf. Russell stated that this property belongs to Claudia Williams, and Ethan and Claudia are business partners. With Claudia’s permission, Ethan is requesting a permit to build a 20’ x 30’ Home and a 60’ x 68’ Barn for Agricultural use as well as for Equipment. Claudia will be sub-dividing this land later but is unable to leave her home in Florida due to the Covid-19 Pandemic. Marcia Hunker asked the Board what the total acreage was for this existing Parcel. Russell told Marcia that it was a 58.4 acre lot. Marcia asked the Board if it is possible to build on the land without a subdivision, the Board answered, “at his own risk”. The Board had concerns about traffic going in and out, & State Permits. Russell Hodgkins told the Board that Ethan has started the process for State permitting. The Board asked Al & Marcia Hunker if they had any other concerns. Marcia said she has no problem with a farm but she was just a little concerned with traffic, pollution, and noise. The Board said they will take all of their concerns into consideration when they are in deliberative session. Upon hearing no further questions or concerns, Chris closed the Application at 6:55 pm.

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

7. Other Business (Discussion / Action): None

DELIBERATIVE SESSION: The Board went into Deliberative session at 7:00 PM. Upon coming out of the Session at 7:15 PM, the Chair explained that further information will be needed for the business plan and proper signatures on the permits will be needed before this Board can approve the applications as complete. As for the subdivision, it will need to be applied for, meeting all of the criteria that the Bylaws demand with a subdivision permit in the Town of Westminster. Chris Potter continued that it should be noted that Claudia Williams can apply for the building permit for the Barn & House through the Zoning Administrator and when appropriate apply for the other items mentioned at the Hearing. The Zoning Administrator will meet with the Owner and Applicant to iron out the details and appropriate measures of completing the overall plan of the project.

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

9. Adjournment: Oliver Brody made a motion to adjourn at 7:42 PM. Tim Harty seconded the motion and it passed. The meeting was adjourned.

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.)