

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
December 5, 2022**

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

Absent: Tim Harty (Vice Chair)

Others Present: Richard Crocker, Samuel Crocker, Susan Talbot, Richard Talbot,
Nicholas Keil, Alison Bigwood (Zoning Administrator) &
Kelley Thayer (Recording Clerk)

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 presented from the November 7, 2022, meeting with Don Anderson seconding it. Hearing no discussion, the Chair called for a vote and the motion passed 4-0-1. Tim Harty was not present.

4. Communications and Public Comment: None

5. New Business: (Discussion / Action):

Application # 23-17 Application #23-17; Richard Crocker (Owner) – property located on 4004 Westminster West Road. The Applicant is requesting to add two additional Accessory Dwellings on the same parcel. This Application will be reviewed under **Section 311 Site Plan Review; Section 312 Waivers for Dimensional Requirements; Section 445 Westminster West Village District; & Article V General Regulations** of the adopted 2017 Zoning Bylaws.

Ed Harty opened the Hearing reading the application. Ed asked Richard Crocker to give a brief description of his application request. Richard stated that he and his three children own this property, and they would like to add 2 accessory dwellings to this parcel. Richard and his son Samuel would live in the accessory dwellings and the two other children would live in the main house. Richard submitted the wastewater & potable water permit from the State which was approved for an 8 person dwelling. All dwellings will tie into this septic sufficiently. Richard stated that his parcel is 2.94 acres and the setbacks are within their limit. The existing driveway will be the access point to all dwellings. Hearing nothing further, Ed closed this application #23-17 @ 7:00 pm.

6. Unfinished Business: None

7. Other Business (Discussion / Action): Next DRB Applicants for February are James & Linda Marcille and John & Cheryl Kmetz. These will be heard on February 6, 2023.

James & Linda Marcille are requesting a Change of Use from a Shed to a Dwelling.

John & Cheryl Kmetz are requesting a Change of Use to put an apartment above their Garage.

8. Date of Next Meeting: Monday, February 6, 2023 at 6:30 PM in the Town Hall

DELIBERATIVE SESSION: Upon coming out of deliberative session, Chris Potter made a motion to research this situation further or to give the Applicant choices to revamp his original plan so that the Board could make a proper decision that will benefit the applicant and also abide by the Zoning Bylaws. The applicant has 2.94 acres which is shy by 6/10th of an acre according to the Zoning Bylaws. This would require a variance in lot size, but with stipulations that would require the applicant to revamp his original plan. The suggested options would be for Richard Crocker to do one of these three things:

- 1) Add one accessory dwelling onto the existing residence
- 2) Purchase a sliver of land from a neighbor to equal the 3.0-acre ordinance
- 3) Connect the two accessory dwellings with a breezeway of sorts

After reaching out to Richard Crocker after the meeting, he has decided to connect the two accessory buildings with a breezeway/wood shed, to conform to the Zoning Bylaws.

Oliver Brody seconded and the motion passed unanimously 4-0-1. (Tim Harty was Absent)

9. Adjournment: Chris Potter made a motion to adjourn at 8:01 PM with Oliver Brody seconding. The motion passed 4-0-1 and the meeting was declared over by the Chair, Chris Potter.

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.)