TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
September 8, 2026

Members Present: Tim Harty (Chair); Ed Harty; Adam Hallock; Don Anderson (Clerk)

Others Present: Jed West; Alison Bigwood (ZA); & Kelley Thayer (Asst. ZA & Recording Clerk)

1. Call to Order: Tim Harty called the meeting to order at 5:59 P.M.

2. Adjustments to Agenda: N/A

3. Acceptance of Minutes: Adam Hallock made a motion to accept the minutes from the September 8, 2026, meeting with Don Anderson seconding the motion. The motion passed 4-0

4. Communications and Public Comment:

5. New Business: (Discussion / Action):

Application # 27-15 **Alexander DeFreitas (Owner & Applicant)** property located at 152 Sunny Meadow Drive. The owner is requesting a Minor Sub-Division in the North Westminster Village District of Westminster, Vermont. This Application will be reviewed under **Section 311 Site Plan Review; Section 445 Village District Zone; & Article VIII Subdivision of Land (Minor Subdivision)** of the adopted 2017 Zoning Bylaws.

Tim Harty presented Application #27-15. As the applicant, Alexander DeFreitas, was unable to attend, surveyor Jed West spoke on his behalf. West informed the Board that the 3.67-acre property is proposed to be subdivided into two lots: Lot 1 (1.17 acres) and Lot 2 (2.50 acres). Following the subdivision, Lot 1 will sit within the North Westminster Village district, satisfying its 1-acre minimum requirement, and has municipal water hookup capability. Lot 2 will reside in the Residential District, satisfying its 2-acre minimum requirement and features an existing septic system. Hearing no further public comments, Tim Harty closed the hearing for Application #27-15 at 6:28 p.m.

6. Unfinished Business: None

7. Other Business (Discussion / Action): None

8. Date of Next Meeting: December 7, 2026 @ 6:00 pm

DELIBERATIVE SESSION: Upon exiting the deliberative session, the Board reconvened the public meeting and took action on the following item:

Application #27-15: Tim Harty moved to approve the application as written without conditions. Ed Harty seconded the motion and the motion passed 4-0.

9. Adjournment: Don Anderson made a motion to adjourn at 6:30 pm with Adam Hallock seconding. The motion passed 4-0 and the meeting was declared over by Chair, Tim Harty.

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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.)