

**TOWN OF WATERFORD
DEVELOPMENT REVIEW BOARD
MEETING – DATED MAY 16, 2016
MINUTES**

MEMBERS PRESENT: Andrea Dineen, Kevin Gillander, Bernie Brochu, and Dot Borsodi,

MEMBERS ABSENT: Bob duMaire, John Gillott, and Jack Newland

NON-MEMBERS PRESENT: Christopher Brimmer and Secretary, Michelle Collins

Andrea brought the meeting to order at 7:01 P.M.

1. Modifications to Agenda

There were no modifications at this time.

2. Minutes from April 18, 2016

Andrea called for a motion.

Kevin moved to accept the minutes of the March 21, 2016 meeting.

Bernie seconded the motion.

Andrea called for a vote, and all present approved the motion.

3. Zoning Administrator Update

Chris reported on the zoning activities from April 18, 2016 to May 16, 2016. Chris informed the board that he issued three permits, one for a single-family dwelling, and there have been six single-family dwelling permits issued this year. He is up to 28 family dwellings and is estimating that next month, he will have 50. Chris discussed the project for Certificate of Compliance and reported he has received approximately an 85% response, and that it's going well. Chris discussed an active investigation on Old County Road South to see if there is an appearance of someone spending the night. The permit currently issued clearly states if the location is to be utilized for a dwelling, requirements of other permits need to be issued. A notice of violation will go out if there is clear violation. Chris also discussed the bylaw project currently underway in regards to the Planning Commission, and reported that he is going into mediation for the Vanderbilt case on May 24th.

4. New Business

There was no new business at this time.

5. Other Business/Citizens' Concerns

Andrea located the application for Mark Fielder for this meeting at her residence. Michelle did not notify the abutters and the applicant, post notices around town, or warn the hearing in the paper to meet state regulations for this meeting. A hearing was warned in The Caledonian Record on May 14th, and letters to abutters and letter to the applicant was mailed out on May 13th. Notice of a Public Hearing was also posted at the Town Clerk Office

and the Dump on May 12th. **The Public Hearing for Mark Fielder's 10' Variance for Side Setback for Garage will take place on May 31, 2016 for a Special Meeting.**

Andrea called for a motion to adjourn the meeting at 7:22 P.M.
Dot moved to adjourn the meeting.
Bernie seconded the motion.
Andrea called for a vote, and all present approved the motion.

Respectfully Submitted,

Approved By:

Michelle Collins, Secretary