

**TOWN OF WATERFORD
DEVELOPMENT REVIEW BOARD (DRB)
MEETING DATED AUGUST 18, 2014
MINUTES**

MEMBERS PRESENT: Bernie Brochu, Kevin Gillander, Dot Borsodi,
Charlie McMahon, Bob duMaire, Andrea Lott

MEMBERS ABSENT: Jack Newland

NON-MEMBERS PARTICIPATING: Chris Brimmer, Lou Brach, and Secretary, Carol Priest

Bernie brought the meeting to order at 7:00 P.M.

1. July 21, 2014 Minutes

Bernie called for a motion.

Dot moved to accept the minutes of the July 21, 2014, meeting.

Bob seconded the motion.

Charlie opened discussion on a clarification to the minutes, under item #3, Hallett, Variance Request, sentence five, which begins "The board agreed..." It was determined the chairman, not the board, agreed to warn that for public hearing.

Bernie called for a vote and all present voted in the negative to approve the minutes as written. Charlie moved to approve the minutes as corrected, replacing "The board" with "The Chairman."

Bob seconded the motion.

Bernie called for a vote and all present approved the motion to accept the minutes as corrected.

2. Hallett Variance Request

Bernie confirmed that the Hallett Variance request issue has been resolved. Chris noted that the Hallett variance was not necessary, since he and the applicant, upon remeasuring, noted there were no setback violations with the proposed deck construction. That permit has been issued. He noted that, going forward, he recommends a site visit for every variance request that comes before the board. He also noted that site visits do not have to be part of the warned public notice in the paper. An effort should be made to establish a quorum at the site visits, especially since they generally precede the warned hearing. Members not making the site visit can still vote at the hearing, however.

3. Administrative Officer Business

Chris reported that he has issued a camp permit, the Hallett deck permit, and that the Jablonski permit has been reissued. He recommends that wastewater permits, etc., be in place before permits are issued.

4. Public Comment / Citizen Concerns

There were no new items brought before the board.

5. Review of Waiver and Commercial Activities Language / Other Business

Chris had provided model language that relate to waivers, an alternative to the complex variance language in the zoning bylaw and state regulations. Waiver criteria can include provisions for specifics such as limiting the number of setback requirements being waived to one, renewable energy construction, etc. Sample language for home occupations, cottage industry, etc., was also reviewed. He provided a template of a zoning permit application which is separate from the actual permit document. The Planning Commission will be reviewing that document and others he provided. The secretary distributed copies of a document provided by Chris entitled: Town of Waterford Development Review Board Procedural Rules and Conflict of Interest Policy. This document should be adopted each year at the board's organizational meeting in April.

Bernie welcomed new board member Andrea Lott, who was recently appointed by the Board of Selectmen to fill the vacancy created by the resignation of Jennifer d'Agostino.

Charlie moved to adjourn the meeting.

Dot seconded the motion.

Bernie called for a vote and all present approved the motion.

The meeting adjourned at 8:40 P.M.

Respectfully submitted,

Approved by:

Carol Priest, Secretary