

**TOWN OF WATERFORD
DEVELOPMENT REVIEW BOARD (DRB)
MEETING DATED JUNE 15, 2015
MINUTES**

MEMBERS PRESENT: Andrea Dinneen, Kevin Gillander, Bernie Brochu,
Dot Borsodi, John Gillott, Bob duMaire

MEMBERS ABSENT: Jack Newland

NON-MEMBERS PARTICIPATING: Bill Willis, Barry Gilbert, Carolyn Cross, Phil
Aucoin, Caleigh Cross, Andrew Barrett, Ron
Barrett, Lou Brach, Chris Brimmer, and Secretary
Carol Priest

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

1. June 1, 2015 Minutes

Andrea called for a motion.
Dot moved to accept the minutes of the June 1, 2015, meeting.
Bob seconded the motion.
Andrea called for a vote and all present approved the motion.

2. Modification to Agenda

Bill Willis reported that he would be bringing forward a preliminary plat.

3. Administrative Officer Report

Chris reported that he is continuing to monitor a junk ordinance violation and that there is not much permitting activity at this time. He is catching up with the issuance of Certificates of Compliance, as well as working with a resident who may need to get a permit for a work trailer within the next 30 days.

4. Driveway Permit Review

The board approved the driveway permit, #15-07, that was denied at the previous meeting. It was verified that the applicant, Kristin Fessenden, is also the landowner; she provided a map to accompany the application.

5. **John Gillott Appeal of Decision of Zoning Administrator re: Permit 15-Z-07**

John Gillott is appealing a permit issued by the Zoning Administrator Chris Brimmer, dated May 29, 2015, to John Holloway for Accessory Structures: Barn, Shed, and Carriage Barn. John recused himself from participation in the discussion. Members reviewed the paperwork submitted at this time. Chris informed the board that an appeal of the Z. A.'s decision requires a public hearing and advised that it be warned for the July 20, 2015, meeting. He noted that procedurally the board has the option to issue a letter of estoppel, which effectively puts the work on hold until the appeal is heard.

Andrea called for a motion.

Dot moved to hold a public hearing on the appeal of the Zoning Administrator's decision to issue permit No. 15-Z-07 on July 20, 2015.

Bernie seconded the motion.

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

Andrea called for a motion.

Bernie moved to issue the estoppel letter to accompany the notice of public hearing for July 20, 2015.

Dot seconded the motion.

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

The secretary will warn this for public hearing, notify the applicant via certified mail, as required, and she will notify the abutters via regular mail, as required.

6. **Clayton Bullock and Kevin Bullock Preliminary Plat 2-lot Subdivision**

Bill Willis, on behalf of Clayton Bullock and Kevin Bullock, presented a **preliminary plat** for a 2-lot subdivision at 1619 Lower Waterford Road. The lot to be created is 6.18 acres +/-, the remaining lot is greater than 100 acres. There is 205 feet of road frontage and a driveway permit has been obtained. No permit has been applied for nor fees paid. It was determined the fee will be \$340.

Andrea called for a motion.

Dot moved to accept the **preliminary plat** as presented, subject to state and local regulations (i.e., water, waste, and septic, and driveway) and not subject to Waterford subdivision regulations.

Bernie seconded the motion.

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

The secretary will warn this for public hearing on July 20, 2015, and notify the applicant via certified mail, as required. She will notify the adjoining landowners via regular mail, as required.

Bill informed the board that he will be bringing forth a request to 'unsubdivide' a previously granted subdivision, also from C. and K. Bullock. Chris noted that it is an annexation and agreed to meet with Bill to discuss the procedure to accomplish this.

7. New Business / Other

Andrew Barrett presented a driveway permit application to the board. It has been approved by Lisle and the Selectboard. He is moving the present driveway several feet from its current location at the corner of Simpson Brook Road and Hastings Road. The fee has been paid.

Andrea called for a motion.

John moved to approve the driveway application with the condition that it returns with a 911 (physical) address.

Bob seconded the motion.

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

Mr. Barrett then presented a **preliminary plat** for a lot line adjustment on the same property. He is dissolving one lot, redrawing the lot line, creating two lots from three. One lot will be 7.27 acres +/-; the other will be 7.26 acres +/- . The board again noted this would be an annexation; they determined the fee will be \$155.

Andrea called for a motion.

Bernie moved to accept the **preliminary plat** as presented, subject to state and local regulations (i.e., water, waste, and septic, and driveway) and not subject to Waterford subdivision regulations.

Dot seconded the motion.

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

The secretary will warn this for public hearing on July 20, 2015, and notify the applicant via certified mail, as required. She will notify adjoining landowners via regular mail, as required.

Before calling for a motion to go into deliberative session, Phil Aucoin asked the Chairperson for a copy of any communication she may have received from the VLCT regarding the Vanderbilt appeal. She agreed to comply, after checking first with the VLCT to obtain permission to share that information.

Andrea asked if any board member knew of potential candidates for the Secretary's position, as requested by the Selectboard. Carol will be leaving the position in October. Names may be suggested and/or forwarded to the town clerk for consideration.

8. Deliberative Session

Bernie moved to enter into deliberative session to reconvene the public hearing on the Vanderbilt subdivision application (15-SUB-01), begun on May 18, continued on June 1, and asked that the professional staff remain present for the session.

Dot seconded the motion.

Andrea called for a vote and all present approved the motion to enter deliberative session to reconvene the public hearing at 8:10. Present: A. Dinneen, J. Gillott, D. Borsodi, K. Gillander, B. Brochu, C Brimmer, and Secretary, Carol Priest.

John moved to adjourn the deliberative session at 9:10.
Kevin seconded the motion.
Andrea called for a vote and all present approved the motion.

Andrea asked for a motion to adjourn the meeting.
Bernie moved to adjourn the meeting.
Bob seconded the motion.
Andrea called for a vote and all present approved the motion.

The meeting adjourned at 9:15 P.M.

Respectfully submitted,

Approved by:

Carol Priest, Secretary