



DEVELOPMENT REVIEW BOARD

Meeting Type:..... **Regular Meeting**
Date:..... **Thursday, February 10, 2022**
Time:..... **6:00 p.m.**
Place:..... **Community Room or Via Zoom**
Address:..... **43 Bombardier Road**
Contact:..... **(802) 893-1186**
Website:..... **www.miltonvt.gov**

MEETING MINUTES

<i>Bruce Jenkins,</i> <i>Chair</i>	<i>Henry Bonges,</i> <i>Vice Chair</i>	<i>Julie Rutz,</i> <i>Clerk</i>	<i>Robert Brisson</i>	<i>Maryalice</i> <i>Callahan</i>	<i>Nick Smith,</i> <i>Alternate</i>	<i>Scott Turner,</i> <i>Alternate</i>
---------------------------------------	---	------------------------------------	-----------------------	-------------------------------------	--	--

MINUTES

1. Call to Order

The meeting was called to order by B. Jenkins at 6:05 P.M.

2. Attendance

DRB Members Present: B. Jenkins, J. Rutz, H. Bonges, M. Callahan, N. Smith, S. Turner

DRB Members Absent: R. Brisson

Staff: Amanda Pitts, Drew Bulfer

28/30 Clapper Road: Karl Marchessault

3. Agenda Review

No additions.

4. Public Forum

No public forum items raised.

5. Staff Updates

6. Continued Hearing/New Business:

The following hearing is a continued hearing:

- A. Bessery Real Estate LLP c/o Mike Bessery, applicant, is requesting Major Site Plan and Conditional Use approval for the redevelopment of the property at 441-457 Route 7 South. The applicant intends to demolish the three (3) existing one-story buildings with a total of 10-dwelling units, and rebuild two (2), two-story buildings with a total of 10 dwelling units. The proposed development also includes the removal of access on Route 7, the addition of access on Nancy Drive, and additional covered and uncovered parking and storage spaces. The subject property is owned by the applicant, and is described as Parcel No. 225017-000000, SPAN 396-123- 10737. The property is recorded as having 2.4 acres, and is located within the Checkerberry Neighborhood Center (NC1) zoning district and the Town Core Planning Area.**

Applicant requested continued hearing.

Motion to continue hearing to February 24, 2022 by J. Rutz, second by N. Smith. Motion carried.

The following hearing is a continued hearing:

- B. Clapper Road LLC, owner/applicant and AllEarth Properties LLC, owner, are requesting Major Site Plan and Waiver approval for a 7,500 sf addition of 28 & 30 Clapper Road warehouse units. They are requesting a waiver for the reduction of front setback to 35' and rear setback to 31.5'. The property is located at 28 & 30 Clapper Road;**

described as Parcel No. 203013-001002 (SPAN 396-123-14520) & 203013-001001 (SPAN 396-123-14519). The subject property is recorded as having 4.40 acres and is located within the General Industrial (I2) zoning district, and the Catamount Planning area.

B. Jenkins administered the oath and read the numbered items aloud. K. Marchessault, Applicant's representative provided a brief overview of the project.

1. *The applicant shall secure a Project Review Sheet from the Department of Environmental Conservation and all applicable permits.*
2. *The DRB may schedule a site visit.*
Emails correspondence between applicant and staff were discussed.
3. *Applicant shall clarify uses in existing units and in proposed units.*
4. *Applicant shall provide values for building coverage and building height to ensure conformance with dimensional standards.*
This item will be shown on the final plans.
5. *Applicant is advised that an amended allocation for water/wastewater approval will be needed from the Town, in addition to a water/wastewater permit from the state.*
6. *Applicant shall construct and maintain site in accordance with sections 3009 and 3010.*
7. *Applicant shall perform all repair service use units in conformance with section 3108 and prior approvals (no onsite sales and no outdoor storage/display of vehicles).*
Applicant's representative shared that the owner does not desire to have outdoor storage areas.
8. *Applicant shall clarify if hatched areas labeled "2 existing parking spaces each" are parking spaces. If so, applicant shall confirm number of proposed spaces, and they shall be delineated on final plans.*
9. *Applicant shall clarify if there are any loading areas for units in 28 and 30 Clapper Road.*
There are no loading areas.
10. *Applicant shall design and maintain parking area in accordance with section 3202.G and 3202.I.*
11. *Applicant shall label bike rack on the final plans. Also, DRB shall determine if a bike rack should be located at 28 and 30 Clapper Road in addition to 24 Clapper Road.*
12. *Landscaping must be maintained in a healthy condition. Dead or dying plants must be replaced within 1 growing season with a comparable plant (in terms of type, form, size at maturity, etc.) of at least the minimum size requirements specified in Figure 3-03.*
13. *DRB shall determine if staff's calculation of 80 shrubs and 13 trees is required.*
14. *DRB shall determine reduction of parking lot landscaping to 25%. If allowed by DRB, applicant shall show parking lot landscaping on final plans.*
Applicant's representative stated this will be added near the end of the driveway.
15. *Applicant is advised to provide a lighting plan that shows existing and proposed lighting at 28 and 30 Clapper Road to ensure compliance with section 3205.*
16. *Applicant shall clarify if outdoor use areas are proposed for this site. If so, applicant is advised to delineate the area for approval by DRB and to provide screening accordingly.*
There will be no outdoor use areas for this site.

17. *Applicant shall maintain site in conformance with section 3208.*
18. *DRB shall determine if the proposal has demonstrated all criteria in Figure 4-01 have been met.*
 - a. *The proposed land development will not alter the essential character of the area or district in which the property is located.*
 - b. *The proposed land development will not substantially or permanently impair the lawful use or development of adjacent property.*
 - c. *The proposed land development will not be detrimental to public health, safety or welfare.*
 - d. *The proposed land development is beneficial or necessary for the continued reasonable use of the property.*
 - e. *The applicant is proposing adequate mitigation of any dimensional encroachment through design, screening or other remedy.*
19. *This project shall be completed, operated, and maintained as set forth in the plans and exhibits as approved by the Development Review Board and on file in the Department of Planning and Zoning, and in accordance with the conditions of this approval. No changes, erasures, modifications, or revisions, other than those required by this Decision, shall be made on the plan after approval unless a revised plan is first submitted to the Department of Planning and Zoning for approval.*
20. *Applicant shall submit one (1) full-sized (to scale) and one (1) reduced (11 x 17) complete final plan sets depicting the changes required by the DRB. The revised plans must be deemed Final by Planning Staff prior to being eligible for a Zoning Permit from the Zoning Administrator. The Applicant is advised to submit an electronic .pdf plan for staff review prior to submitting all the copies of the Final Plan set.*
21. *A Zoning Permit is required prior to construction and an associated Certificate of Compliance is required following completion.*
22. *The Site Plan and Waiver Approval shall expire three years from the date of issuance if the applicant does not receive a zoning permit by this date.*
23. *Omission or misstatement of any material fact by the applicant or agent on the application or at any hearing which would have warranted refusing the permit or approval shall be grounds for revoking the permit or approval at any time.*
24. *The DRB shall motion to recess or close this hearing. If recessed, a specific time, date, and place shall be designated to resume the hearing. If closed, the DRB shall issue a decision within 45 days.*

Motion made at 6:35 p.m. by N. Smith to close the hearing, second by M. Callahan. Motion passed. Hearing closed.

7. Other Business:

- A. Approval of Minutes from January 13, 2022

Motion to approve minutes from January 13, 2022 as written by J. Rutz, second by H. Bonges. Motion carried.

- B. Approval of Minutes from January 27, 2022

Motion to approve minutes from January 27, 2022 as written by N. Smith, second by H. Bonges. Motion carried.

8. Deliberative Session

Private session for deliberations on applications and written decisions in accordance with 1V.S.A. 312.

Motion to adjourn public session and enter deliberative Session at 6:38 P.M. by J. Rutz, second by N. Smith. Motion carried. Public session adjourned.

Motion made by N. Smith to approve the Major Site Plan and Waiver requested at 28 & 30 Clapper Road, Milton, with conditions, with a second by H. Bonges. Motion approved.

9. Adjournment

Meeting was adjourned.

Respectfully submitted,

Amanda Pitts

APPROVED MINUTES:

Bruce Jenkins Date: March 24, 2022
Bruce Jenkins, Chair

Filed with the Milton Town Clerk's Office on this 25th day of March, 2022.

ATTEST: Krist Beers, Milton Town Clerk