



DEVELOPMENT REVIEW BOARD

Meeting Type:..... **Regular Meeting**
Date:..... **Thursday, March 24, 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, Chair</i>	<i>Henry Bonges, Vice Chair</i>	<i>Julie Rutz, Clerk</i>	<i>Robert Brisson</i>	<i>Maryalice Callahan</i>	<i>Nick Smith, Alternate</i>	<i>Scott Turner, Alternate</i>
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MINUTES

1. Call to Order

The meeting was called to order by B. Jenkins at 6:03 P.M.

2. Attendance

DRB Members Present: Bruce Jenkins, Chair; Nick Smith, Vice-Chair; Julie Rutz, Clerk; Robert Brisson; Maryalice Callahan; Scott Turner, Alternate; Henry Bonges, Alternate

DRB Members Absent: None.

Staff: Amanda Pitts, Drew Bulfer

546 Route 7 South: Esther Lotz; Eric Milano; Doug Hewitt; Bob Couillard; Marc El Hajj; Pascal El Hajj.

3. Agenda Review

A. Pitts clarifies that the Office Elections items outlined in other business is to elect Vice-Chair only.

4. Public Forum

No public forum items raised.

5. Staff Updates

6. Continued Hearing/New Business:

The following hearing is a new hearing:

A. **Eric Milano**, applicant and **Robert Couillard**, owner, are requesting **Major Site Plan** and **Conditional Use** approval for a change of use to a "rental and leasing" use and "retail store" use and construction of a 4,500 sf building at 546 Route 7 South. The property is located at **546 Route 7 South**; described as Parcel No. 207032-022000, SPAN 396-123-12525. The subject property is recorded as having 1.24 acres and is located within the Checkerberry Commercial (M4-C) zoning district, and the Town Core Planning area.

B. Jenkins administered the oath and read the numbered items aloud. Further discussion to place.

1. *Applicant shall submit a letter of intent from the Vermont Agency of Transportation prior to zoning permit approval.*

2. *The applicant shall secure a Project Review Sheet from the Department of Environmental Conservation and all applicable permits.*

3. *The DRB may schedule a site visit.*
4. *Applicant shall provide details confirming compliance with dimensional standards for Building Height with final plans.*
5. *Applicant shall design the building in compliance with development standards of section 2107.D(1) and show details on final plans.*

Applicant has agreed to review this section further.

6. *Applicant shall show site in compliance with section 2107.D(2) on final plans. Final plans shall also show additional landscaping between street and building.*
7. *Applicant shall obtain water allocation amendments and applicable State Water approvals prior to zoning permit approval. If connecting to municipal sewer, applicant shall receive appropriate approvals from Town and State.*
8. *Applicant shall provide a professionally prepared erosion control and stormwater plan to be reviewed by the Town Engineer prior to final plan approval.*
9. *Applicant shall show details on proposed signs prior to zoning permit approval.*
10. *Applicant shall design, construct, and maintain parking areas in accordance with section 3202.G and 3202.I. Applicant is advised that the parking area shall demarcate parking spaces.*
11. *Applicant shall label and demarcate accessible space with applicable type and dimensions on final plans.*
12. *Applicant shall show a bike rack in accordance with section 3203.A on the final plans.*
13. *Landscaping required under this section or as a condition of approval must be maintained in a healthy condition. Dead or dying plants must be replaced within 1 growing season with a comparable plant*
14. *Applicant shall show outdoor lighting in conformance with section 3205 on final plans.*
15. *Applicant shall operate site in accordance with performance standards of section 3208.*

Applicant stated that waste storage will be screened by landscaping or fencing.

16. *Applicant must meet the applicable stretch code for commercial buildings in accordance with section 4207.*
17. *The DRB may place conditions of approval as deemed necessary to further the purposes of the regulations.*
18. *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.*

19. *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.*
20. *A Zoning Permit is required prior to construction and placement of new signage and an associated Certificate of Compliance is required following completion.*
21. *The Site Plan and Conditional Use Approval shall expire three years from the date of issuance if the applicant does not receive a zoning permit by this date.*
22. *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.*
23. *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 by R. Brisson to continue the hearing to April 14, 2022, second by J. Rutz. Motion passed.

7. Other Business:

- A. Approval of Minutes from February 10, 2022

Motion to approve minutes from February 10, 2022 as written by N. Smith, second by J. Rutz. Motion carried.

- B. Election of Vice-Chair

Motion to nominate N. Smith as Vice-Chair made by J. Rutz, second by R. Brisson. 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 6:42 P.M. by N. Smith, second by J. Rutz. Motion carried. Public session adjourned.

9. Adjournment

Meeting was adjourned.

Respectfully submitted,

Cally Audet

APPROVED MINUTES:



Date: _____

4/14/2022

Nick Smith, Vice chair
~~Bruce Jenkins, Chair~~

Filed with the Milton Town Clerk's Office on this 15th day of April, 2022.

ATTEST: Kristi Beers, Milton Town Clerk