



DEVELOPMENT REVIEW BOARD

Meeting Type: **Regular Meeting**
 Date: **Thursday, April 27, 2023**
 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>Nick Smith,</i>	<i>Julie Rutz,</i>	<i>Scott Turner</i>	<i>Maryalice</i>	<i>Henry Bonges,</i>	<i>Robert Brisson,</i>
<i>Chair</i>	<i>Vice Chair</i>	<i>Clerk</i>		<i>Callahan</i>	<i>Alternate</i>	<i>Alternate</i>

MINUTES

1. Call to Order

The meeting was called to order by B. Jenkins at 6:07 P.M.

2. Attendance

DRB Members Present: Bruce Jenkins, Chair; Nick Smith, Vice-Chair; Scott Turner
DRB Members Absent: Julie Rutz, Clerk; Maryalice Callahan; Bob Brisson, Alternate; Henry Bonges, Alternate
Staff: Amanda Pitts
Hearings: Stephanie and Jose Romero

3. Agenda Review: Move Staff Updates to Other Business & add summer schedule to other business.

4. Public Forum: None

6. Continued Hearing/New Business:

A. Stephanie & Jose Romero dba Maple Mountain Homestead LLC, owner and applicant, is requesting Major Site Plan & Conditional Use approval for a proposed home business located at **26 Shotwell Rd**, described as Parcel #215131-003000, SPAN 396-123-12864. The project proposes to provide fruits and vegetables, educational workshops, and short-term rental at their small scale farmstead. The subject property is recorded as having 12.56 acres and is located within the Agricultural/Rural Residential (R5) zoning district, and the East Milton Planning Area.

Stephanie and Jose Romero attended the hearing and gave a summary of their proposed project. B. Jenkins administered the oath and read through the numbered items.

1. *The applicant shall secure a Project Review Sheet or Permit Navigator Summary from the Department of Environmental Conservation and all applicable permits.*
2. *Applicant shall operate agriculture uses in accordance with section 1106.C.*
3. *Applicant shall provide documentation regarding approval and/or exemption from State Water/Wastewater Division.*
4. *Any construction/excavation shall be performed in accordance with section 3009 and 3010.*

5. *Applicant shall maintain property in accordance with surface water buffers per section 3011.*
6. *Applicant shall provide all signage in accordance with section 3015. Applicant shall obtain a sign permit prior to placement of signs that require permitting.*
7. *DRB to determine any restrictions on hours of operation.*
8. *Applicant advised to show parking areas on their final plans.*
9. *DRB to determine if existing vegetation meets landscaping requirements of section 3204.*
10. *Applicant shall maintain and operate site in accordance with section 3208.*
11. *DRB to determine if conditions of approval are deemed necessary.*
12. *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.*
13. *Applicant shall submit one (1) full-sized (to scale) complete final plan sets depicting the requested changes. 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 copies of the Final Plan set.*
14. *A Zoning Permit is required prior to construction and an associated Certificate of Compliance is required following completion.*
15. *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.*
16. *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.*
17. *The DRB may schedule a site visit.*
18. *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 to close hearing by N. Smith at 6:22 pm. Second by S. Turner. Motion carried.

7. Other Business

A. Staff Updates: Discussion of summer schedule for DRB meetings. Amanda Pitts will be unavailable for the regularly scheduled June 22, 2023 meeting. Will discuss with additional members and see potential workload at next meeting.

B. Approval of Minutes:

1. Motion to approve minutes dated March 23, 2023 by N. Smith. Second by S. Turner. Motion carried.
2. No motion for April 13, 2023 minutes as there was not quorum of members that attended.

8. Motion to adjourn meeting by N. Smith at 6:28 pm. Second by S. Turner. Meeting adjourned.

9. Deliberative Session

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

+Respectfully submitted,

Amanda Costello

APPROVED MINUTES:

Bruce Jenkins, Chair

Date: _____

Filed with the Milton Town Clerk's Office on this _____ day of _____, 2023.

ATTEST: _____, Milton Town Clerk