



DEVELOPMENT REVIEW BOARD

Meeting Type:..... **Regular Meeting**
Date:..... **Thursday, April 28, 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

Bruce Jenkins, Chair *Nick Smith, Vice Chair* *Julie Rutz, Clerk* *Robert Brisson* *Maryalice Callahan* *Henry Bonges, Alternate* *Scott Turner, Alternate*

MINUTES

1. Call to Order

The meeting was called to order by B. Jenkins at 6:04 P.M.

2. Attendance

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

DRB Members Absent: Henry Bonges, Alternate, Scott Turner, Alternate

Staff: Amanda Pitts

24 Bartlett Road: Ben Avery, Igor Murzac, Sergiu Toma, Doug Goulette, Eugene O'Neill, Kurt Fasser, Tammy Jordan

3. Agenda Review

No changes.

4. Public Forum

No public forum items raised.

5. Staff Updates

No staff updates.

6. Continued Hearing/New Business:

The following hearing is a continued 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.**

Motion to continue the hearing to May 12, 2022 by N. Smith, second by J. Rutz. Motion carried.

The following hearing is a new hearings:

- B. Sergiu Toma and Igor Murzac**, owners/applicants, are requesting **Final Minor Subdivision and Major Site Plan** approval for a 2-lot subdivision, and a 14,450 square-foot trucking facility use at **24 Bartlett Road**, described as Parcel ID 225005-000000, SPAN 396-123-11925. The subject property is recorded as having 9.00 acres and is located within the General Industrial (I2) Zoning District, and the Town Core planning area:

Jenkins administered the oath and read the numbered items. N. Smith recused himself from the hearing. Ben Avery and Doug Goulette represented the applicant and gave an overview of the application. Igor Murzac and Sergiu Toma, owners, answered questions. Kurt Fasser, Tammy Jordan, Eugene O'Neill attended the meeting. Leland Ryea III did not attend the meeting, but submitted a letter that was read into the record.

- 1. The applicant shall secure a Project Review Sheet or Permit Navigator from the Department of Environmental Conservation and all applicable permits.*
- 2. The DRB may schedule a site visit.*
- 3. DRB shall review all TAC comments and determine requirements for applicant to address prior to zoning permit approval for truck or freight transportation use.*

Applicant agreed to work with Staff regarding TAC comments.

- 4. Applicant shall provide details on all dimensional standards including height. Applicant shall show height in compliance with section 2113.B and 2006.G.*

Applicant agreed to be in compliance and provide details with final plans.

- 5. Applicant shall maintain wetland buffer in accordance with section 3011.*
- 6. Applicant shall operate any maintenance, repair or fueling for trucks in accordance with section 3108.*

Owners confirmed no fueling onsite, and maintenance will be performed within the proposed building.

- 7. DRB shall determine if the proposed tractor trailer parking spaces count toward the number of parking. If so, applicant shall provide a professionally prepared parking study.*

D.Goulette stated there is not specific parking information for this use. The traditional parking spaces are one per employee and the tractor trailer parking spaces are for how many trucks the company has.

- 8. Applicant shall clarify accessible parking spaces proposed. Applicant shall design and maintain accessible parking spaces in conformance with section 3202.I.*
- 9. Applicant shall provide internal walkways in accordance with section 3202.B(2) and (3).*

Applicant agreed to mark with lines.

- 10. 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.*
- 11. DRB shall determine if additional landscaping is required.*

Applicant stated their intent to transplant mature trees to help with screening.

12. *All outdoor lighting shall be provided in compliance with section 3205.*

Applicant stated intent to work with DRB and neighbors on lighting.

13. *Applicant shall operate Lot 2 in conformance with performance standards of section 3208.*
14. *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.*
15. *Applicant shall submit \$500 with the Final application to cover the legal review of the deeds and any other required legal instruments by the Town Attorney. Any funds not expended on the legal review will be refunded to the Applicant.*
16. *Applicant shall submit draft deeds and any other associated legal instruments for all impacted lots and public infrastructure for review and approval by the Town Attorney. All requested revisions must be complete before the Plat may be recorded. Only instruments approved by the Town may be recorded in the Town of Milton Land Records. The Town Attorney must approve of the subdivision plat prior to filing the final plat on mylar.*
17. *In accordance with 24 V.S.A. §4463(b), the applicant must file a final subdivision plat for filing in the town's land records within 180 days of the Development Review Board's final approval. The plat must be deemed Final by Planning Staff prior to being eligible for recording as the final survey plat. Upon written request by the applicant prior to the expiration of the 180 days, the Zoning Administrator may grant a written 90-day extension to the filing deadline if other local or state permits are still pending.*
18. *Applicant shall submit one (1) full-sized (to scale) and one (1) reduced (11 x 17) 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 and/or recording the final survey plat. The Applicant is advised to submit an electronic .pdf plan for staff review prior to submitting all copies of the Final Plan set.*
19. *The process outlined in the Town of Milton Public Works Specifications Section 110, the General Procedures for Acceptance of Public Infrastructure, shall be followed for the installation of all proposed public infrastructure and its future ownership and maintenance. All draft legal documents must be approved by the Town Attorney, a cost estimate approved, and surety established prior to issuance of zoning permits.*
20. *A Zoning Permit is required prior to construction and an associated Certificate of Compliance is required following completion.*
21. *The Site Plan 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 to continue hearing to May 12, 2022 at 6:00 PM and hold site visit at 24 Bartlett Road at 5:00 PM by J. Rutz, second by M. Callahan. Motion carried.

7. Other Business:

A. Approval of Minutes from April 14, 2022

Motion to approve minutes from April 14, 2022 as written 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.

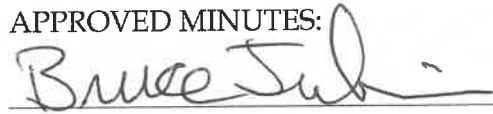
9. Adjournment

Motion to close the meeting at 7:00 PM by J. Rutz, second by N. Smith. Meeting was adjourned.

Respectfully submitted,

Amanda Pitts

APPROVED MINUTES:



Bruce Jenkins, Chair

Date: 

Filed with the Milton Town Clerk's Office on this 13th day of May, 2022.

ATTEST:  _____, Milton Town Clerk