



DEVELOPMENT REVIEW BOARD

Meeting Type: Regular Meeting
Date: Thursday, September 8, 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*, *Scott Turner*, *Maryalice Callahan*, *Henry Bonges, Alternate*, *Robert Brisson, Alternate*

MINUTES

1. Call to Order

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

2. Attendance

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

DRB Members Absent: Scott Turner, Henry Bonges, Alternate; Bob Brisson, Alternate

Staff: Amanda Pitts

249 Cadreact Rd: Kate Cadreact, David Cadreact

8 Catamount Dr: Karl Marchessault, Mark Bove, Cory Irish, Eva Irish

3. Agenda Review: None

4. Public Forum: None

5. Staff Updates: None

6. Continued Hearing/New Business:

The following hearing is a new hearing:

A. Katherine Cadreact Life Estate c/o Kate and David Cadreact are requesting Final Plan approval for a proposed 2-lot minor subdivision located at **249 Cadreact Road**, described as Parcel #209021-000000, Book 506 & Page 526, SPAN 396-123-10571, a. The subject property is owned by applicant. The subject property is recorded as having 237.05 acres and is located within the Agricultural/Rural Residential (R5) zoning district, Flood Hazard (FHO) overlay district, and the West Milton Planning Area.

B. Jenkins administered the oath and read through the numbered items. Kate Cadreact, applicant, represented the owner/applicant for this hearing.

- 1. Applicant shall delineate easements for Vermont Land Trust and Lake Champlain Land Trust on final plans.*
- 2. The applicant shall secure a Permit Navigator Summary or PRS from ANR and all applicable permits.*
- 3. Applicant is advised that any new curb-cut will require highway access permit approval from DPW.*

4. *Since the sugarhouse driveway is accessed across Lot 1, applicant shall provide legal documents and show the right of way/easement on plat that reflect this driveway access.*
5. *All surface waters, wetlands, and riparian buffers shall be maintained in accordance with section 3011.*
6. *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.*
7. *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.*
8. *Applicant shall submit draft deeds and any other associated legal instruments for all impacted lots 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.*
9. *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.*
10. *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.*
11. *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.*
12. *The DRB may schedule a site visit.*
13. *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 approve 2-lot subdivision at 249 Cadreact Rd and close hearing at 6:14 PM by N. Smith, second by J. Rutz. Motion carried.

B. 17 Catamount Lane LLC c/o Bove Brothers, LLC is requesting **Major Site Plan** approval for a 24,932 square foot expansion of the existing facility located at 8 Catamount Drive, described as Parcel #203008-017000, Deed Book 460 & Page 571, SPAN 396-123-13974. The subject property is recorded as having 6.82 acres.

B. Jenkins administered the oath and read through the numbered items. Karl Marchessault, engineer, represented the applicant for this hearing. Mark Bove, Cory Irish and Eva Irish attended the hearing as well.

1. *The applicant shall secure a Permit Navigator Summary or PRS from ANR and all applicable permits.*

2. *Applicant shall address DPW TAC comments prior to final plan approval and must obtain water and sewer approvals from public works.*
3. *DRB shall determine if existing parking spaces is adequate for this site.*
4. *Applicant shall maintain parking in accordance with section 3202.G and I.*
5. *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 (in terms of type, form, size at maturity, etc.) of at least the minimum size requirements specified in Figure 3-03.*
6. *DRB to determine requirement for tree and shrub plantings.*
7. *Applicant shall provide details of proposed lighting. Lights at entrances, show on plans.*
8. *Applicant shall maintain site in accordance with performance standards of section 3208.*
9. *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.*
10. *Applicant shall meet all conditions of approval and survey plat recording requirements of lot line merger zoning permit # 2022-114 prior to obtaining a zoning permit for construction.*
11. *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.*
12. *A Zoning Permit is required prior to construction and an associated Certificate of Compliance is required following completion.*
13. *The Site Plan Approval shall expire three years from the date of issuance if the applicant does not receive a zoning permit by this date.*
14. *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.*
15. *The DRB may schedule a site visit.*
16. *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.*

Cory Irish and Eva Irish proposed questions regarding truck traffic and headlights flooding onto their residential property, and no guard rail between parking and property.

Motion to close hearing at 6:48 PM by N. Smith, second by J. Rutz. Motion carried.

8. Approval of Minutes

A. Motion to approve August 11, 2022 minutes by N. Smith, second by J. Rutz. Motion carried.

9. Adjournment

Motion to adjourn the meeting at 6:53 PM by J. Rutz, second by N. Smith. Meeting was adjourned.

10. Deliberative Session

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

+Respectfully submitted,

Amanda Costello

APPROVED MINUTES:

_____ Date: _____
Bruce Jenkins, Chair

Filed with the Milton Town Clerk’s Office on this _____ day of _____, 2022.

ATTEST: _____, Milton Town Clerk