

**TOWN OF LYNDON**  
**DEVELOPMENT REVIEW BOARD**  
**June 21, 2018 Minutes**  
*Approved 7/19/18*

| <b>Members</b>   | <b>Public Officials</b>       | <b>Press</b> | <b>Public</b>   |
|--|-------------------------------|--------------|---|
| Brandon Carpenter<br>Kevin Cole<br>Dave Keenan<br>Kevin McKeon<br>Craig Weston | Annie McLean<br>Laurie Willey | Amy Nixon    | Thomas Greenwood<br>Bill Humphrey<br>William Walker<br>Gregory Pickens<br>Andrew Coddling<br>Nick Newland<br>Robert Hinkley |

Mr. Carpenter called the meeting to order at 7:00 PM and advised there were four warned items on the agenda.

Annie McLean, Zoning Administrator asked the board to move application 2018-021: to #4 on the agenda and explained the applicant was not ready for a public hearing and asked for a postponement until the next warned meeting. A motion to approve the request to move 2018-021: to #4 on the agenda was made by Dave Keenan, seconded by Kevin McKeon and the vote carried 5-0.

At this time the board moved on to review the minutes.

A motion to approve the May 17, 2018 minutes as presented was made by Kevin McKeon, seconded by Dave Keenan and the vote carried 4-0.

A motion to approve the June 7, 2018 minutes as presented was made by Craig Weston, seconded by Kevin Cole and the vote carried 4-0.

Mr. Carpenter gave a brief explanation of the process to the forum by explaining they would hear the presentation by the applicant, and questions would be asked by board members, as well as members of the public. Mr. Carpenter advised after all comments and questions were finished, the board would discuss the applications in deliberative session. Mr. Carpenter advised the applicants, the board had up to 45 days to complete their decision, at which time applicants would be notified by Zoning Administrator of their findings and decision. Mr. Carpenter advised if the application was approved, there would be a 30-day appeal period which starts when written decision is received from the board. If the applicant proceeded with their project before the 30-days were up, they would do so at their own risk.

Mr. Carpenter continued with explaining the DRB was a seven member board with only 4 member's present, further explaining applicants would need 4 affirmative votes for approval. Applicants are given the opportunity to have their application postponed until the next meeting.

Mr. Carpenter noted at this time any interested persons would need to be sworn in as well as the applicants, and a detailed explanation of an interested party was on the table at the back of the room.

At this time Mr. Carpenter swore in all applicants and interested persons.

The board moved on to #4 of the agenda.

**2018-021:** North Country Federal Credit Union (NCFCU) is proposing to redevelop two existing parcels located at 854 Center Street and 155 South Street with a new 3,440 SF NCFCU facility. The application requires conditional use approval for substantial improvement, elevation, relocation, or flood proofing of existing structures in the Special Flood Hazard Area (SFHA) under section 11.6.D of the Town Zoning Bylaws and site plan approval for a bank [3.3.1.12] under section 9.1.

Ms. McLean noted the board has the ability deny the application without prejudice, allowing the Applicant to resubmit redesigned plans when ready.

The board agreed to allow applicant the ability to come to the board one more time on application 2018-021.

A motion to approve the request was made by Kevin McKeon, seconded by Dave Keenan to postpone application 2018-021 one more time to the meeting scheduled July 19, 2018 and the vote carried 5-0.

The board proceeded with the next warned item.

**2018-038:** Nick Newland is proposing to convert a portion of an existing residential garage into a 1-bedroom apartment at 398 Back Center Rd. The application requires conditional use approval for development in River Corridor under section 11.6(D) (8) of the Town Zoning Bylaws.

Mr. Newland was present and explained he would like to convert 1/2 of the upstairs of his existing garage for an apartment for himself. Mr. Newland noted all new construction would take place inside the building with the exception of a deck being added to the existing building.

ZA, Ms. McLean noted there would not be any new water or wastewater systems added and shared comments from the State NFIP Coordinator at the Vermont Agency of Natural Resources.

Hearing no questions from the board or public a motion to close the public hearing was made by Dave Keenan, seconded by Craig Weston and the vote carried 5-0.

The next order of business:

**2018-039:** William and Roberta Walker and Lyndonville Electric Department (LED) are proposing a boundary line adjustment between two (2) properties on Pudding Hill Road. The application requires final plat approval for a minor subdivision in the Rural Residential and Industrial Districts under section 7.7 of the Town Zoning Bylaws and site plan approval under section 9.1.

Mr. Walker was present as well as Bill Humphrey, General Manager for Lyndonville Electric. Mr. Humphrey noted they want to trade properties to benefit both parties. LED would have the ability to maintain trees to protect the Pudding Hill sub-station and the swapped land would provide Mr. Walker an opportunity to control his long range view.

Ms. McLean added the new property for both entities would be added to their existing parcels.

Hearing no questions a motion to close the hearing was made by Craig Weston, seconded by Kevin Cole and the vote carried 5-0.

The board moved on to the final warned application on the agenda.

**2018-040:** Sidney Nurenberg is requesting an extension of the completion date for Zoning Permit #2016-049. This application requires approval under section 13.8 of the Town Zoning Bylaws.

Mr. Nurenberg was not present, but ZA, Ms. McLean noted Mr. Nurenberg was requesting an extension on his existing permit.

A motion to extend the permit for two years as requested was made by Craig Weston, seconded by Dave Keenan and the vote carried 5-0.

At this time the board moved on to other business:

Ms. McLean presented a request from Russell and Anne Riendeau for a preliminary sub-division.

A motion to approve the request for the preliminary sub-division was made by Dave Keenan, seconded by Craig Weston and the vote carried 4-0-1 with Kevin Cole abstaining.

Having no further announcements or correspondence to address the meeting closed.

The meeting adjourned at 7:35 PM.