

TOWN OF LYNDON
DEVELOPMENT REVIEW BOARD
December 7, 2017 Minutes
Approved 2/15/18

Members	Public Official	Press	Public
Jon Prue Brandon Carpenter Dave Keenan Kevin McKeon Craig Weston	Annie McLean Laurie Willey		Jim Gallagher Leslie Mitchell Michael A. Johnson Mark Bertolini Tim Sturm

Mr. Prue called the meeting to order at 6:00 PM and advised there were three warned items on the agenda.

Mr. Prue noted there were not any agenda changes or public comment for Non-Agenda items.

A motion to approve the Oct. 19, 2017 minutes was made by Craig Weston, seconded by Kevin McKeon and the vote carried 5-0.

Mr. Prue 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. Prue advised after all comments and questions were finished, the board would discuss the applications in deliberative session. Mr. Prue 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. Prue 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.

At this time Chairman Prue swore in the applicants, explained the interested party status, and noted if anyone had questions concerning interested party status there was a detailed explanation on the table at the back of the conference room.

Mr. Prue continued with explaining the DRB was a seven member board with only 5 members present. Further explaining applicants would need 4 affirmative votes of the five for approval. Applicants are given the opportunity to have their application postponed until the next meeting. It is noted all applicants chose to proceed.

2017-092: The Upright Steeple Society LTD is proposing to install a 78" x 22" (11.92 s.f.) building sign on the property located at 153 York Street. The application requires conditional use approval under section 16.10 of the Town Zoning Bylaws for additional sign square footage, not to exceed 125% of the sign square footage maximum for the Neighborhood Residential District (10 s.f.).

Jim Gallagher was present representing The Upright Steeple Society LTD and added they would also like to attach a 7" X 12" sign to the proposed sign to read (Est. 2009), making it large enough to be visible from the road.

Craig Weston asked if the sign would have lights and Mr. Gallagher answered no.

Zoning Administrator determined the addition of the 7" X 12" sign would put their request over the allowed 125% per section 16.10 of the Town Zoning Bylaws.

Mr. Gallagher withdrew their request for the additional signage.

Hearing no further questions a motion to close the public hearing was made by Brandon Carpenter, seconded by Dave Keenan and the vote carried 5-0.

The board moved on to the next warned item of the agenda.

2017-094: Karl and Lisa Johnson are proposing to subdivide a 77.5 acre parcel located on South Wheelock Road into two (2) lots. The application requires final plat approval for a minor subdivision in the Rural Residential District under section 7.7 of the Town Zoning Bylaws, site plan approval under section 9.1, and conditional use approval for improvements to an existing road in the River Corridor under section 11.6.D.

Michael Johnson and Mark Bertolini were present to answer questions and concerns on the application.

Mr. Bertolini noted all changes that were requested from the preliminary hearing have been completed.

ZA, Annie Mclean noted Sacha Pealer Flood Plain Manager noted the relocated driveway will not exacerbate fluvial erosion.

Mr. Johnson noted the existing drive has been grassed over.

Craig Weston asked if the ROW had been pinned, and Mr. Bertolini answered yes from the corner of the property.

Hearing no further questions a motion to close the public hearing was made by Brandon Carpenter, seconded by Craig Weston and the vote carried 5-0.

The board proceeded to the third and final warned item on the agenda.

2017-097: Leslie and June Mitchell are proposing to subdivide parcels of land located on 2562 and 2590 Lynburke Road into 0.92, 1.4, and 2.9 acre lots and adjust the boundary between the 0.92 acre lot and the property to the north owned by Jacob Simpson. The application requires final plat approval for a minor subdivision in the Rural Residential District and Commercial District under section 7.7 of the Town Zoning Bylaws and site plan approval under section 9.1.

Mr. Mitchell was present and explained he told ZA everything he wanted to do. Ms. McLean continued by sharing with the board Mr. Mitchell was re-configuring the boundary lines of the existing parcels and a new survey had been submitted with all the new lines.

There were no questions from the board, so a motion to close the public hearing was made by Brandon Carpenter, seconded by Kevin McKeon and the vote carried 5-0.

At this time Mr. Prue moved on to old business, and news/announcement.

Ms. McLean noted there were no applications received for the December 21, meeting, therefore the board would not meet.

Ms. McLean shared with the board her upcoming Family Leave and noted she will email board members how the Town Clerk's Office will handle any applications should the need arrive.

Having completed all items on the agenda, a motion to close the meeting and go into deliberative session was made by Craig Weston, seconded by Kevin McKeon and the vote carried 5-0.

The meeting adjourned at 6:48 PM.