

**TOWN OF DOVER
DEVELOPMENT REVIEW BOARD**

P. O. Box 428
West Dover, VT 05356
(802) 464-8000 Extension 7

*Meeting Minutes
October 22, 2015*

**THESE MINUTES ARE NOT OFFICIAL UNTIL THEY HAVE BEEN APPROVED BY
THE DEVELOPMENT REVIEW BOARD**

- I. The regular meeting was called to order at 7:00pm by Chair Shippee.
- II. All parties present were asked to sign in.
- III. The notice of hearing was read into the record.
- IV. Board members introduced themselves to the audience.
- V. Board members present were: Chair Sarah Shippee, Vice Chair Jim Lynch, Geraldine Golet, & Steve Montello.
The Zoning Administrator, David Cerchio and Recording Secretary, Jeannette Eckert was also present along with Larry Edwards & Kathy Gaede.
- VI. A draft of the minutes for the meeting will be posted by Tuesday, October 27, 2015 and all Applicants & Interested Parties are encouraged to review those minutes for accuracy and any comments or inconsistencies should be sent to the ZA before the next meeting. All exhibits presented are available for public viewing through the ZA or Recording Secretary. All parties intending to give testimony were sworn in.
- VII. A general description of the evening's proceedings was presented by the Chair, as well as a brief explanation of Interested Parties. All Interested Parties were notified of their rights as Interested Parties to speak on the application and to appeal the application. Interested Parties were notified that participation in the hearing, either by verbal or written testimony, is required in order to appeal the Decision to the Environmental Court.
- VIII. **To consider application #15-RT090-03** by R2 Corporation for the placement of 2 storage containers 40'x8'x16' as an Accessory Use to a Conditional Use in accordance with Sections 300, 375, 380, 385, and 470 of the Zoning Bylaw. The property is located at 238 Route 100 in West Dover and is known as Sports Odyssey. Parcel #RT090.

ZA Cerchio testifies that the hearing has been properly warned and posted.

Kathy Gaede presents a letter authorizing her to testify on the owner's behalf (Steve Rocca)

Ms. Gaede testifies that she is unsure as to whether abutters have been properly warned in a timely manner

ZA Cerchio testifies that the list of abutting property owners was sent certified mail & signed for. However this is not proof that notification letters were sent to the *abutters*. The Board attempts to contact one of the abutters (Dover Police Dept.) to determine whether a notice has been received.

The following exhibit was introduced:

Exhibit A: Letter from owner Steve Rocca authorizing Kathy Gaede to testify on his behalf

On a motion by Board member Montello, seconded by Board member Golet, the Board unanimously agreed to continue the hearing until later in the evening to give Ms. Gaede opportunity to contact Mr. Rocca.

IX. To consider application #15-BC000-03 by Forest Craft Supply Corporation to amend their PRD/PUD for the construction of 2 Two-Family Dwellings in accordance with Sections 375, 380, 385, 470 and Article 7 of the Zoning Bylaw. The property is located at 223 Route 100 at the entrance to Edwards Village on the corner of Edwards Village Loop and Route 100. Parcel #BC000.

ZA Cerchio testifies that the hearing has been properly warned and posted
Applicant Edwards, owner of Forest Craft Supply Corporation, testifies that all abutters have been properly notified and in a timely manner

No conflict of interest was present among the Board members

Chair Shippee requests clarification on the term “PTR” on ZA Cerchio’s summary

Should read PTTR and stands for Property Transfer Tax Return

Applicant Edwards reviewed ZA Cerchio’s summary and testifies that it is accurate

The following exhibits were introduced:

Exhibit A: ZA Cerchio’s summary

Exhibit B: Site plan

Applicant Edwards testifies to the following:

- Building #2 as designated on Exhibit B has been completed & sold
- Foundation and all utilities have been completed on Building #1
- Requests to complete construction of buildings #1 and #3
- Building #3 is presently an empty lot
- Original permit expired; seeking to amend PRD/PUD
- Time line to complete construction: 4 years with a completion date of Dec 31, 2019
- Gallonage is sufficient, actually more than is needed; everything is still in place
- Footprint is not the same on building #2—less square footage than other two buildings
- Buildings #1 & #3 will be the same size as originally designed

On a motion by Vice Chair Lynch, seconded by Board member Montello, the Board unanimously agreed to close the hearing.

A decision is rendered within 45 days; there is an appeal period of 15 days once the permit is issued

The Board resumed the hearing for application **15-RT090-03** at 7:35pm

- Neither Applicant Gaede nor the Board is able to determine whether the abutters have been notified, therefore the hearing must be continued to a date certain
- No testimony is taken, however the Board reviews the application with Ms. Gaede to determine its completeness
- Board requests a single document siting the building, storage containers, parking, set-backs; distance to building from center line of the road; distance from building to storage containers
- Board needs to confirm that all abutters have been notified—a letter from Mr. Rocca testifying to that fact along with the date notified would be sufficient

On a motion by Vice Chair Lynch, seconded by Board member Golet, the Board unanimously agreed to continue the hearing to December 10th

X. To consider any other business which may legally come before the Development Review Board.

- Approve Minutes of Oct 15th

On a motion by Board member Golet, seconded by Vice Chair Lynch, the Board voted 3-0-0 to approve the minutes (Montello abstained)

On a motion by Board member Golet, seconded by Board member Montello, the Board unanimously moved into Deliberative Session at 7:50pm

The Board came out of Deliberative Session at 8:05pm and the meeting was adjourned.

Next hearing is scheduled for November 12th

Respectfully submitted by Jeannette Eckert, Recording Secretary

POSTED AT: Town Clerk's Office, Administration Office, Dover Free Library and East Dover Post Office. After minutes are approved, they will be posted on the Town website for a period of six months from date of meeting at www.doververmont.com.