

***Town of Dover
Development Review Board***

***Meeting Minutes
August 23, 2018 at 7:00 PM
Dover Town Office***

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 present were: Chair Sarah Shippee, Vice Chair Jim Lynch, Stephen Palermo & Heather Kelly. The Board introduced themselves to the audience. Zoning Administrator Tabi Freedman and Administrative Assistant, Jeannette Eckert was also present along with Applicant Richard Werner.
- V. 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.
- VI. A draft of the minutes for the meeting will be posted by Tuesday, August 28, 2018 and all Applicants 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 Administrative Assistant. All parties intending to give testimony were sworn in.
- VII. **To consider application #18-SO000-01** by Slopeside Owners Association. Inc. to construct a pump house.

New Zoning Administrator Tabi Freedman is welcomed to her first hearing since being appointed.

Jeannette Eckert testifies that the hearing has been properly warned and posted by Interim ZA Andy McLean.

Applicant Werner has written permission to represent Slopeside Owners Association.

Applicant Werner testifies that all abutters have been properly warned & in a timely manner.

Applicant Werner testifies that the ZA summary is accurate.

No interested parties were present or provided written testimony.

No conflict of interest was present.

The following exhibits were introduced

Exhibit A: ZA summary

Exhibit B: Photo showing access to pump hole

Exhibit C: Photo showing posting location

Exhibit D: Photo of shrubbery forward and overlapping with proposed location of proposed building
Exhibit E: Photo looking from existing building towards buildings 16A & 16B
Exhibit F: Scale drawing of the proposed building

Applicant Werner testifies to the following:

- Any construction in a PUD requires approval from the DRB
- Upgrading water system
 - Current pumps are located in a three-foot well-tiled enclosure which is difficult to access
 - Hoping to improve the access by building a pump house
- If the water supply storage tank needs to be replaced, it will remain in the same location & approximate size (it is currently not on Slopeside property)
- Exact location of pump house is to be determined but will meet all the setbacks & confirmed before the footings are poured
- New line will be installed from the existing water supply tank to the new building
- Building is still in design stage—Merrill Mundell has been engaged for this
- Engineer needs to review water treatment tests
- Building will be a basic box with 8' ceiling inside
 - Ridge pole is 6' high—total height is 14' --will be no larger than the proposed design
 - Hoping to build into the embankment
 - Will have one door and a vent system for any chemicals stored within
 - Will store water system equipment and any chemicals needed, filing cabinet, power for lights, electric heat to keep it above freezing
 - Looking to spend \$30,000 to \$50,000
 - Color of building/roof will blend with other units
- Lot of iron in the water now—softeners will hopefully pull the iron out
- Final plans will be forwarded to ZA & DRB for review

Chair Shippee testifies that she met with Applicant Werner (ex parte communication) to review the application due to the transition between Zoning Administrators at the time the application was submitted

ZA Freedman testifies that everything looks as it should at this point and meets requirements

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

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

- Approve minutes of March 22, 2018, May 10, 2018 & Aug 9, 2018
 - Defer until the appropriate members are present to approve

On a motion by Vice Chair Lynch, seconded by Board member Palermo, the Board unanimously agreed to move into Deliberative Session at 7:30pm

On a motion by Vice Chair Lynch, seconded by Board member Palermo, the Board unanimously agreed to move out of Deliberative Session at 7:45pm

The Board returned to regular session at 7:45pm to consider Application 18-RT133B-01 by Marcus Munsill. At the Applicant's request the hearing will be continued to Sept 13th.

On a motion by Vice Chair Lynch, seconded by Alternate Kelly, the Board voted 3-0-1 to continue the Munsill hearing to Sept 13th at 7pm (Palermo abstained)

IX. Adjournment at 7:50pm

Respectfully submitted by Jeannette Eckert, DRB Administrative Assistant

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