

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

***Meeting Minutes***

**February 23, 2017 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, Steven Montello, Jon Prial, Laurie Newton, Stephen Palermo. The Board introduced themselves to the audience. The Zoning Administrator, David Cerchio and Recording Secretary, Jeannette Eckert was also present along with Wayne Estey & Megan Sparks.
- 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, February 28, 2017 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 Recording Secretary. All parties intending to give testimony were sworn in.
  1. **To consider appeal #17-JH005-03** by Megan Sparks of the Zoning Administrator's issuance of a Notice of Violation. The Notice of Violation states that land-development on the property commenced without obtaining a valid zoning permit. The land-development on the property includes but is not limited to violations of Sections 300, 655, 651 and 830 of the Bylaw. The property is located at 65 Jockey Hollow Road in East Dover, VT. Parcel Number JH005

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

He also testifies that there are three abutters to the property in question. He was contacted by them and they indicated that they had not received the notice of hearing & additional information contained therein until yesterday. It is my feeling that the letters to abutters were not mailed in a timely fashion.

Chair Shippee: Under that condition it does not afford the abutters the opportunity to properly present any testimony they would like to offer on this case. For that reason, I

would entertain a motion to continue the hearing until such a time that the abutters can be notified in adequate time to present information.

On a motion by Board member Montello, seconded by Alternate Prial, the Board unanimously agreed to continue the hearing until March 9<sup>th</sup> at 7pm.

Jeannette Eckert will notify the abutters and all DRB Board members of the continuance date.

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

- Approve minutes of December 8, 2016

On a motion by Board member Montello, seconded by Alternate Palermo, the Board voted 3-0-2 to approve the minutes of Dec 8, 2016 (Newton & Prial abstained)

ZA Cerchio introduced Wayne Estey to the Board who is in training to take over the ZA position when Cerchio retires end of March.

3. **Adjournment**

On a motion by Alternate Newton, seconded by Board member Montello, the Board unanimously agreed to adjourn at 7:10pm

Respectfully submitted by Jeannette Eckert, Recording Secretary

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