

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

***Meeting Minutes***

**February 14, 2013**

**7:00pm at 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 Daniels. The Board introduced themselves to the audience.
- 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 Daniels, Vice Chair Sarah Shippee, Jim Lynch, Andy Childs & alternate Steve Montello  
The Zoning Administrator, David Cerchio and Recording Secretary, Jeannette Eckert was also present along with Applicants Robert Fisher, Robert Rubin & Bob Harrington.
- V. A draft of the minutes for the meeting will be posted by Tuesday, February 19, 2013 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.
- VI. **Hearing for 13-TE000-01** by Ned Ski Association to amend their PUD in accordance with Article 7 and Section 335 of the Zoning Bylaw for a 3 lot sub-division, which would add an additional lot. The property is located on North Branch Rd in West Dover and is known as Trails Edge condominiums.

ZA Cerchio testifies that a continuance has been requested due to the addition of another lot. However, Robert Harrington was present representing Ned Ski Association. Presently there is 5 lot sub division; proposes to subdivide three of those lots.

ZA Cerchio questioned whether the hearing needs to be re-warned.

It was the Board's consensus that there was no need to re-warn the hearing as there will be no change to the number of units being constructed, density, parking or layout.

On a motion by Board member Lynch, seconded by Vice Chair Shippee, the Board unanimously agreed to continue the hearing to Thursday, Feb 28th at 7pm.

- VII. **Hearing for 13-HL005-01** by the Hermitage Real Estate Holding Co. LLC to amend their PUD in accordance with Article 7 of the Zoning Bylaw. The application is for the relocation of their 4 handicap parking spaces from the back of the Inn to the front

of the Inn. The property is located at 25 Handle Rd in West Dover and is known as The Hermitage Inn and Resort.

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

The Applicants testify that all abutters were properly notified.

Chair Daniels requests that the Applicants review the Zoning Administrator's summary of the application and the Applicants testify that the information is accurate.

The following exhibits were presented:

A: ZA Cerchio's review of the application

B: Sheet C-2.1: Map of parking plan by Trinity Engineering dated 6/27/12

Applicant Harrington testifies to the following proposal:

- Relocating 4 handicap spaces by moving them from the rear of the Inn to the front of the Inn.
- This would amount in a loss of 6 parking spaces in the front of the Inn as handicap spaces are larger in area than regular parking spaces
- Addition of 10 parking spaces along the eastern side entrance just west of the covered bridge
- This would result in a gain of 4 spaces overall
- Handwritten changes are noted on Exhibit B
- Implementing a new handicap entrance to the dining room

Chair Daniels: Do the parking spaces or handicap entrance need to be approved or reviewed by the State Fire Marshal or Dept. of Public Safety?

Applicant Harrington testifies that they probably would need to do so

Applicant Fisher testifies that the entrance and access from the spaces would fall under the jurisdiction of Brian Johnson, State Fire Marshal.

Vice Chair Shippee: Regarding the original decision, inquired as to the amount of spaces and whether there were more spaces than required

ZA Cerchio testifies that they are about where they should be. The condition of that decision was if there were not enough spaces, they would have to add a third tier. An inspection was conducted by ZA Cerchio over Christmas week when the Inn was full and demonstrated that there was enough parking. Another inspection will be scheduled for the near future.

Vice Chair Shippee confirmed with the Applicants that the proposed third tier of 29 spaces is a fallback position which becomes plan C instead of plan B

Alternate Montello: What is proposed for the land where the spaces are being eliminated?

Applicant Fisher testifies that nothing will be built in that area until Act 250 permits are approved.

Vice Chair Shippee: How is it determined how many handicap spaces are needed? Does the Fire Marshal do this?

Applicant Fisher: It is based on the number of seats in the restaurant and is determined by the licensor of the restaurant.

Applicant Rubin testifies that there have been no discussions about paving the parking lot.

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

#### **VIII. Other Business:**

Minutes were approved for the following dates:

November 29, 2012 by a vote of 3-0-2 (Childs and Montello abstained)

ZA Cerchio will be placing future DRB packets in a rack outside of his office for easier access for Board members

On a motion by Board member Lynch, seconded by Vice Chair Shippee, the Board moved into Deliberative Session at 7:25pm

The Board came out of Deliberative Session at 7:31pm and the meeting was adjourned.

Respectfully submitted,  
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 month from date of meeting at [www.doververmont.com](http://www.doververmont.com).*