

**TOWN OF WATERFORD  
DEVELOPMENT REVIEW BOARD (DRB)  
MEETING DATED MARCH 17, 2014  
MINUTES**

**MEMBERS PRESENT:** Bernie Brochu, Jack Newland, Kevin Gillander, Dot Borsodi, Charlie McMahon. Jennifer d'Agostino, Bob DuMaire

**MEMBERS ABSENT:** none

**NON-MEMBERS PARTICIPATING:** Gary Allard, Gib Trenholme, Charles Fenoff, Kathy Fenoff and Secretary, Carol Priest

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Bernie brought the meeting to order at 7:00 P.M.

**1. February 17, 2014 Minutes**

Administrative Officer Gib Trenholme requested clarification for items discussed under Section 4. He asked that the minutes reflect that the letter of violation referred to was supplied to him by the attorney in the case. That was the board members' understanding and no change was necessary. In addition, he asked for a correction that the auto parts storage area must be enclosed, as per stipulation number two in the conditional use permit granted to the applicant. Members agreed the wording confirms that stipulation. Bernie called for a motion.

Kevin moved to accept the minutes of the February 14, 2014, meeting, with one correction.

Jack seconded the motion.

Bernie called for a vote and all present approved the motion.

**2. Officer Elections**

As this was the first meeting of the DRB after town meeting, an election of officers was held. For the position of Chairman: Kevin nominated Bernie. There were no other nominations. Jack called for a vote Bernie was elected Chairman, with one abstention, Bernie. For Vice-Chairman: Kevin nominated Jack. There were no other nominations. Bernie called for a vote and Jack was elected Vice-Chairman, with one opposing vote, Jack.

### 3. Charles and Kathy Fenoff Lot Line Adjustment Sketch Plan

Charles and Kathy Fenoff presented a **sketch plan** for a boundary line/lot line adjustment on their property on Duck Pond Road. Their purpose was to reduce the acreage of the house and land that is currently for sale. The rear boundary line will be moved approximately 507 feet closer to the DPR. Lot 1 will be 6 acres+/-; Lot 2 will be 14 acres +/- . No new lots will be created. Mr. Fenoff stated that lot 2 is accessible via Kidder Road. No permit has been issued and no fees have been paid.

Bernie called for a motion.

Jack moved to accept the **sketch plan** as presented, subject to state and local regulations (i.e., water, waste, septic, and driveway) and not subject to Waterford subdivision regulations.

Kevin seconded the motion.

Bernie called for a vote and all present approved the motion. The applicants were advised to bring surveyor-prepared preliminary plats to the next meeting on April 21<sup>st</sup>. The A.O. will assist in the permit process.

### 4. Other Business

Selectboard Chairman Gary Allard welcomed new appointees Jennifer d'Agostino and Bob DuMaire to the board. Bob will also serve on the Planning Commission. Gary asked that meeting reminders be sent to the Selectmen by the secretary, to remind both boards of their upcoming meetings. He also stressed that attendance at board meetings is vital to efficiency and productivity. He clarified that all members are considered full members; there are no alternate board members.

Charlie commented on the board's need to review the subdivision regulations to see that procedures are being followed, as applicants appear before the board. There was discussion regarding the current revision of the town plan, which is now being done by the Planning Commission.

Gib requested that the board make a decision regarding the classification of the permit issued in the Donovan case. Members reviewed all documentation and paperwork, including old and new bylaws, as well as the Decision & Judgment Order issued by Judge Walsh of the Vermont Superior Court Environmental Division. The meeting with the town attorney Kyle Sipples reinforced the necessity of classifying the type of permit as a residential business, under the 'old' bylaws in force at the time of the issuance of the conditional use permit.

Bernie called for a motion.

Kevin moved to classify the Donovan conditional use permit issued on 5/28/12 as a residential business per the judge's order issued on November 4, 2013, maintaining the original conditions required on the date of issuance of the permit, May 28, 2012, and the conditions listed per the Judgment Order from Judge Walsh.

Jack seconded the motion.

Bernie called for a vote and all present approved the motion.

The secretary will send a copy of the minutes to Mr. Donovan, with enclosures, notifying him of the decision.

Gary informed the board that he is still working on the board training that is available, sponsored by the VLCT. The League's website has information on standard classes or topics that are available as well. Members were asked to further define areas that would be most applicable to their needs. He also asked what members would like to see on the town's website if and when it becomes operational. Documents such as the town plan, bylaw, permits, etc., were suggested.

Gib encouraged members to review the rules of procedure templates that Charlie provided at a previous meeting. Paper copies are available for the new members.

The board agreed that all DRB meetings will be held on the third Monday of the month at 7:00 P.M. at the town office.

Bob moved to adjourn the meeting.

Jack seconded the motion.

Bernie called for a vote and all present approved the motion.

The meeting adjourned at 8:45 P.M.

Respectfully submitted,

Approved by:

Carol Priest, Secretary