

**TOWN OF CHESTER**  
**DEVELOPMENT REVIEW BOARD**  
**MINUTES**

*August 27, 2018*

**BOARD MEMBERS PRESENT:** Carla Westine, Gary Coger, Harry Goodell, Mark Curran and Phil Perlah.

**ALTERNATE BOARD MEMBER OBSERVING THE PROCEEDINGS:** Larry Semones

**STAFF PRESENT:** Cathy Hasbrouck, Recording Secretary Michael Normyle, Zoning Administrator.

**OTHERS PRESENT:** Jeff Baldwin, Dennis Allard, Craig Miller.

**Call to Order**

The meeting was called to order at 6:00 PM by Chair Carla Westine. She introduced the members of the board. She announced that two site visits had taken place that evening. The first, at 4:45 PM, was at 3215 Trebo Road and the second, at 5:25 PM, was at 1016 Route 103 South. She read the meeting's agenda. Everyone joined in reciting the Pledge of Allegiance.

**Agenda Item 1 Review draft minutes from August 13, 2018 meeting**

One typo and one omitted word were noted. Harry Goodell moved to accept the minutes as amended. Gary Coger seconded the motion. A vote was taken and the minutes were accepted as amended.

**Agenda Item 2 Citizen Comments**

There were no citizen comments.

**Agenda Item 3 Conditional Use Application 528 Dennis Allard 1016 Route 103 South**

Chair Carla Westine began by asking the Board members if they had a conflict of interest to declare. None had. She then asked if any Board member had had any ex-parte communication about this application to report. None had. Dennis Allard and Craig Miller were sworn in to give testimony.

Carla Westine then considered the documents submitted as part of the application. The first was a Town of Chester application for a hearing before the Development Review Board. Carla Westine read the following items aloud from the application: The application number is 528, the date is 6/18/18, the Appellant name is Dennis Allard, the landowner name is DCA, LLC, the location of the property is 1016 Route 103 South, the parcel map number is 44-20-30.1, .5, .6 and .7. The Description of the project is "Renovate existing structure to accommodate mixed uses such as, but not limited to, vehicle service, commercial storage unit, heavy construction trades and light industry, retail sales. Also, to be included would be a portable sawmill operation." The application is signed by Dennis Allard on 6/18/18 and by Michael Normyle on 7/2/18. Harry Goodell moved to accept the application as Exhibit A. Gary Coger seconded the motion. A vote was taken and the motion passed.

The second document presented was a Town of Chester Notice of Public Hearing before the Development Review Board. It is dated July 31, 2018. Carla Westine read the following items aloud from the notice: A site visit was to be held at 5:25 PM on Monday August 27, 2018. The property owner is Dennis Allard/DCA LLC. The Applicant is Dennis Allard, the location is 1016 Route 103 South, the district is Residential-Commercial and R120. The action requested is “Renovate existing structure and 4 adjoining lots to accommodate mixed uses such as, but not limited to, vehicle service, commercial storage units, heavy construction trades, light industry, retail sales and a possible sawmill operation.” The notice was signed by Michael Normyle. Gary Coger moved to accept the notice as Exhibit B. Harry Goodell seconded the motion. A vote was taken and the motion passed.

The third document presented was a narrative from Dennis Allard describing the project. It was dated July 31, 2018. Carla Westine read the narrative aloud. Harry Goodell moved to accept the narrative as Exhibit C. Gary Coger seconded the motion. A vote was taken and the motion passed.

The fourth document presented was a letter dated August 21, 2018 on Town of Chester Fire Department stationery from Fire Chief Matt Wilson to the applicant, Dennis Allard. Carla Westine read the letter aloud. The letter stated that Matt Wilson saw little impact on the Chester Fire Department based on the information provided. Chief Wilson requested a walk through for himself and other Fire Department personnel before the business is opened. Harry Goodell moved to accept the letter as Exhibit D. Gary Coger seconded the motion. A vote was taken and the motion passed.

The fifth document presented was a site plan titled Site Plan DCA LLC Route 103 Chester Vermont, dated August 18, 2018. It shows Lots 1, 2, 3 and 4 and indicates land owned by Allard. Gary Coger moved to accept the site plan as Exhibit E. Phil Perlah seconded the motion. A vote was taken and the motion passed.

Carla Westine started by discussing a site plan that Dennis Allard had brought to the site visit earlier that evening. The site plan had been prepared by Michael Engineering and was dated 9/11/2000. That site plan showed the property as it was when owned by Bruce Parker. It showed more detail than the current site plan about a proposed septic system. Michael Normyle had a copy of part of the mylar from that earlier project that was filed with the town in 2000. Harry Goodell recalled signing off on that particular sub-division. Carla Westine asked Michael Normyle if he had found any kind of septic design documents in the town files. Michael said he was fairly sure the documents existed, but he did not have them with him at the meeting. Carla Westine asked Dennis Allard if he had checked with any state agencies for an existing Wastewater permit or any permits he might need for this current project. Dennis said he had spoken with the assistant Fire Marshall, who had inspected the property the previous Thursday. Dennis had not received a report from the assistant Fire Marshall yet. Dennis said he had not spoken to John Fay, the state permit specialist, who would have determined what state permits would be needed for the project. Dennis Allard said the septic permit was issued in 2003, but he did not have a copy of it.

Carla Westine discussed the four lots that Dennis Allard owns. She noted that Lots 1 and 2 are in the Residential-Commercial zoning district. Lot 4 is in the Residential 120,000 zoning district. Lot 3 is an L-shaped lot, with a leg of the L that touched Route 103 in the Residential-Commercial district and the arm of the L jutting southeast from the end closest to Green Mountain Turnpike in the R120 district. Harry Goodell asked if Carla Westine still had the map shown at the site visit that showed Lot 5. He recalled that at the earlier sub-division hearing there were five lots and he wanted to know what happened to the fifth. Dennis Allard said he didn't know the actual transactions that took place, but the fifth lot now belongs to Savage.

Carla Westine looked at Section 2.4 Residential-Commercial district of the Chester Unified Development Bylaws to see what uses are allowed on Lots 1 and 2 which are in that district. She noted that the site plan showed a house and shed on Lot 1 and asked Dennis Allard if he would continue to keep the house as a residential unit. He said he would maintain the brick part of the building as a residential unit. Carla Westine said that residential single- and two-family houses were permitted uses in the Residential- Commercial District. She went on to list other conditional uses permitted in the Residential- Commercial District: Building and Construction Trades, Commercial Storage Unit, Heavy Construction Trades, Home Business, Light Industry, Mixed Use, Personal Service Shop, Professional Office, Restaurant and Retail Store. She said those uses would be allowed on Lots 1, 2 and part of Lot 3. Dennis Allard said he may want to remodel part of the house on Lot 1 and make it into an office. Carla Westine said an office would be allowed on Lot 1. She also said retail sales of stone and lumber would also be allowed on Lots 1, 2 and part of 3. Phil Perlah pointed out that Dennis Allard was also asking for retail sales of construction equipment as part of the permit. Carla Westine said that would fall under Conditional Use 3, Automotive Fuel/Service/Sales in the Residential-Commercial District.

Carla Westine then turned to Section 2.10 Residential 120,000 where part of Lot 3 and all of Lot 4 are located. She read aloud the following conditional uses available in the R-120 district: Building and Construction Trades, Heavy Construction Trades, Home Business, Professional Office, Sawmill and Wood Processing. The sawmill mentioned in the application would be allowed on the back portion of Lot 3 and on Lot 4 because sawmill is a permitted use there.

Dennis Allard asked whether he could have the sawmill without a permit if it was a hobby of his and he didn't sell the product. Carla Westine said that if it was his home and he was using it for his own benefit, not selling it, he wouldn't need a permit.

Carla Westine verified with Dennis Allard that he was not proposing any new structures and not planning on changing the footprint of any existing buildings. Dennis said he was not. Carla Westine asked whether the sawmill he was proposing was portable (on wheels). Dennis Allard said it was portable and that he moved it from time to time to various wood lots.

Carla Westine then began a conditional use review beginning with General Standards.

## **1. General Standards**

These general standards shall require that any conditional use proposed for any district created under these Bylaws shall not result in an undue adverse effect to:

- a. The capacity of existing or planned community facilities;

Carla Westine noted the letter received from the Chester Fire Chief which said the project would not impact the Fire Department. The letter from the Chief of Police had not been received yet. She noted that the property was served by well and septic so Jeff Holden, Chester's Water and Wastewater Superintendent had not been contacted.

- b. The character of the area affected, as defined by the purpose or purposes of the zoning district within which the project is located;

Dennis Allard said his project would create a little more activity for people to notice just before coming into town. Carla Westine read the Character of Development paragraph that applied to VT Route 103 South in Section 2.4 Residential-Commercial District. Carla noted that there already is one driveway serving Lots 2, 3 and 4. Lot 1, which has a house divided into 2 apartments, has two existing driveways.

- c. Traffic on roads and highways in the vicinity;

Dennis Allard said his project would create more vehicles turning off the road into his business. He said the parking area was large enough so that trucks could turn around and would not need to back out onto the road. Carla Westine noted the property had good sight lines for entering the road and that the property had been put to similar use before.

- d. Bylaws and ordinances then in effect; and,

Carla Westine said that because no new structures were being built and no building footprints were being changed, the dimensional standards did not need to be discussed. She said that if a new building were to be built in the future the setbacks would have to be considered.

Carla Westine also read Section 3.21, Parcels in Two or More Districts, which is the case for Lot 3. The dimensional standards and uses to be applied to a structure are those of the district in which the structure is located. For this project, it meant that the sawmill could only be located on the back part of Lot 3 or on Lot 4.

- e. Utilization of renewable energy resources.

Dennis Allard said he will not be utilizing renewable energy resources. He said there was a woodstove in the barn, but it wasn't practical for him to use and he had installed a propane furnace.

## **2. Specific Standards**

Specific standards will include consideration with respect to:

- a.** Minimum lot size;  
Carla Westine noted these are pre-existing lots and did not have to meet the dimensional standards.
- b.** Distance from adjacent or nearby uses;  
Dennis Allard said that Craig Miller's home was about 200' away across the street. Craig Miller agreed that was a good estimate of the distance. Dennis Allard said to the north of his property was corn fields and the Green Mountain Turnpike. Across Route 103 to the west was Drew's All Natural and the Chester-Andover Family Center. Further north along Route 103 was the American Legion Hall. There is a mixture of residential, retail, restaurants and industry in the area.
- c.** Minimum off-street parking and loading facilities;  
To the left and the right of the house on Lot 1 are driveways. Dennis Allard said there was parking for 3 vehicles in each driveway. The site plan shows 9 parking spaces on Lot 2. Lot 3 has a portion of the open gravel area and lot 4 has a gravel driveway which could serve for parking.
- d.** Landscaping and fencing;  
Dennis Allard said the state has a right of way on part of Lots 3 and 4 and he is not allowed to cut down any of the trees growing there. He has no plans to change any of the landscaping. He keeps the area mowed.
- e.** Design and location of structures and service area;  
Carla Westine said the site plan shows the location of the well and septic tanks for the house and the garage. Dennis Allard said there was room for tractor-trailer traffic to enter the lot and turn around. He didn't anticipate many tractor trailer deliveries. He expected 2 1/2-ton trucks or a truck with a trailer to bring logs or pick up lumber.
- f.** Size, location and design of signs;  
Dennis Allard said there was a pre-existing sign holder and he would like to put up a sign. Carla Westine asked him to check with Zoning Administrator Michael Normyle before putting up a sign. No one had noticed whether the existing sign holder had a light or not. Carla Westine said any light on the sign would need to be downward facing and shielded so the bulb would not be seen by traffic driving by on the road. Dennis Allard said he would like to put reflective numbers on the sign.
- g.** Performance Standards under Section 4.9 and,
- h.** Other such factors as these Bylaws may include.

### **3. Special Criteria**

The following Special Criteria shall be considered by the Development Review Board when considering an application for a conditional use permit in the (VC) Village Center, (SV) Stone Village, (R-C) Residential-Commercial, Districts.

Since no new construction was taking place, the Special Criteria do not apply to this project.

#### **4.9 PERFORMANCE STANDARDS**

In accordance with §4414(5) of the Act, the following standards must be met and maintained by all uses in all districts that are subject to a permit under these Bylaws.

**A. Noise:** noise volume shall be limited to the specified decibel levels listed below measured at the property line. (The sidebar is shown only as a reference to illustrate the decibel levels of typical activities.) Noise levels or frequencies which are not customary in the district or neighborhood or which represent a repeated disturbance to others shall not be permitted. Limited exceptions are allowed for incidental and customary activities, such as the occasional use of lawn mowers and snow blowers for regular property maintenance.

1. Noise shall not exceed 60 dB between 8:00 p.m. and 7 a.m.;
2. Noise shall not exceed 70 dB during the day between 7 a.m. and 8:00 p.m.

Carla Westine read section 4.9.A Noise aloud. She confirmed that the decibel level taken at the site visit with the sawmill running at full throttle was 105.3 standing next to the machine. Phil Perlah said the proper baseline level at the machine would be the higher of either the sawmill running at full throttle without wood and the sawmill actually cutting wood at full throttle. Carla Westine confirmed that Phil was correct and the Board needed a reading of the sawmill cutting wood at full throttle to determine the highest level of noise generated. Dennis Allard agreed with Phil's description of how the sawmill is run, that the engine continues to run when it is not actually sawing wood.

Phil Perlah listed the distances shown on the site plan from the proposed sawmill to the back of the property (132' +/-) and to the road (232' +/-). He pointed out that measurements are needed to the side boundaries of the lot as well because the noise level must be measured at every place on the property line. Dennis Allard said he understood what Phil was talking about, but he felt the measurement should be taken at the boundary line of the property he owned, not the boundary line of the lot the sawmill was set on.

Phil Perlah explained that the sawmill could not be placed where it was drawn on the site plan because it was shown in the Residential-Commercial part of Lot 3 and sawmill is not a conditional use in the Residential-Commercial district. Phil said, by his rough calculations, the sawmill could be placed on Lot 3, on the southeast side of the district

boundary line, midway between the district boundary and Lot 3's southeast boundary line, and midway between Lot 3's northeast and southwest boundary.

Mark Curran suggested that the sawmill be placed in a gravel pit observed at the site visit on Lot 4, which would deflect a lot of the sound away from the road and Craig Miller's residence. Phil Perlah agreed that putting the sawmill in the gravel pit area could reduce the decibel level at Route 103, but he pointed to other boundaries on the lot where the noise level would exceed the limit. Mark Curran agreed that the noise level on those boundaries would be too high.

Carla Westine spoke of ways to mitigate the sound. One was by distance, as the decibel level diminishes over distance. A second was to put a structure such as a fence with sound absorbing material around the source of the sound.

Phil Perlah said the simplest solution from a regulatory perspective would be to merge Lots 3 and 4 into one lot, giving more room to place the sawmill and have sufficient distance from the lot boundary lines to mitigate the sound. He explained that a permit issued by the Development Review Board belongs to, or runs with, the lot in question, it does not belong to an owner. The Development Review Board is compelled by the bylaws to consider only the boundary lines of the lot on which the machine is placed. It cannot consider noise levels at boundaries on other lots currently owned by the same person. The other lots may be sold at any time. If the sawmill were placed on Lot 3, close to the boundary of Lot 4, and Lot 4 were put up for sale, the new owner of Lot 4 would be buying a piece of property disturbed by the noise of a sawmill.

In order to go forward with the other proposed uses and create an income stream for those uses, Dennis Allard decided to withdraw his request for a sawmill as part of this permit application. He then would have time to consider how he could manage the noise issue with the sawmill.

**B. Air Pollution:** no use shall create emissions, such as dust, fly ash, fumes, vapors, gases and other forms of air pollution, which:

1. Constitute a nuisance to other landowners, businesses or residents;
2. Endanger or adversely affect public health, safety or welfare;
3. Cause damage to property or vegetation; or,
4. Are offensive or uncharacteristic of the area.

Outdoor wood-fired boilers are exempt from this provision.

Dennis Allard said there would be exhaust from the construction equipment he was selling or repairing.

**C. Glare, Light or Reflection:** illumination from lighting fixtures or other light sources shall be shielded or of such low intensity as not to cause undue glare, reflected glare, sky glow or a nuisance to traffic or abutting properties. Lights used to illuminate parking areas and drives shall be so arranged and designed as to

deflect light downward and away from adjacent residential areas and public highways. Lights shall be of a "down shield luminaire" type where the light source is not visible from any public highway or from adjacent properties. Only fixtures which are shielded to not expose a light source, and which do not allow light to "flood" the property, are permitted to be attached to buildings. Searchlights are not permitted. The Development Review Board may require a lighting plan under conditional use or planned unit development review procedures.

Dennis Allard said he did not plan to add any exterior lights to the house. He may replace a fixture or two. He said the barn has motion lights by the overhead door. He would like to add a light over the office door. There is currently a light over the office door with no cover which comes on at dusk and goes off at dawn. He knows this light will need to be replaced. There were flood lights on the barn that were no longer connected to power. Carla Westine reminded him the bylaws require light sources be shielded from view and be downward facing.

**D. Safety Hazards:** Fire, explosive and similar safety hazards which would substantially increase the risk to an abutting property, or which would place an unreasonable burden on the Fire Department, shall be prohibited.

Carla Westine asked if there was anything on the property that could pose a risk to an abutting property or explode and take out that end of town. Dennis Allard said there was room enough on the property for a pretty good explosion, but he did not expect to see one. Carla Westine noted that Dennis had received a letter from Chester's Fire Chief saying he did not see any unusual safety risks.

**E. Electromagnetic disturbances:** any electromagnetic disturbances or electronic emissions or signals which will repeatedly and substantially interfere with the reception of radio, television, or other electronic signals, or which are otherwise detrimental to the public health, safety and welfare, beyond the property lines of the property on which it is located, except as specifically licensed and regulated through the Federal Communications Commission.

Dennis Allard said he was not setting up a radio station and was not aware of any piece of equipment that would interfere with television or radio reception. In response to a question about UFO's from Phil Perlah and Harry Goodell, he said he would be landing any UFO's that came by in the surrounding corn fields.

**F. Underground Storage Tanks, Ground/Surface Water Pollution:** No use shall result in burying or seepage into the ground of material which endangers the health, comfort, safety or welfare of any person, or which has a tendency to cause injury or damage to property, plants or animals. Commercial, industrial or institutional facilities having underground fuel storage shall maintain all tanks and related



equipment with leak detection and spill control systems incorporating the best available safety practices and technology, consistent with government and industry standards.

Dennis Allard said he did not know of any underground fuel tanks. Phil Perlah asked how the house was heated. Dennis Allard said the brick section had hot air oil heat with an outside tank. The grey section of the house had a 275-gallon oil tank in the center cellar area. Dennis said the barn was heated with a propane heater and the tank was above ground.

Carla Westine asked Craig Miller if he had any questions. Craig Miller said he had no questions about the application. He asked if a variance would be possible to allow the sawmill to be set up. Carla Westine said the only variances allowed in the Chester bylaws were dimensional variances for extraordinary circumstances, such as allowing an entry ramp for a house to extend into the setback area of a lot. A variance cannot be granted for a conditional use.

Harry Goodell said he wanted the access road for the Savage corn fields to be fully drawn on the site plan. There was some concern that the right of way described in the deed was not what was actually being used on the property. Harry Goodell agreed that the modification to the site plan could be made a condition on the permit.

Harry Goodell moved to close the hearing. Phil Perlah seconded the motion. A vote was taken and the hearing was closed.

#### **Agenda Item 4 Preliminary Plat Review #529 of a Minor Sub-division application**

Chair Carla Westine began by asking the Board members if they had a conflict of interest to declare. None had. She then asked if any Board member had had any ex-parte communication about this application to report. None had. Jeff Baldwin was sworn in to give testimony.

Carla Westine then considered the documents submitted as part of the application. The first was a Town of Chester Application for Sub-division. Carla Westine read the following items aloud from the application: The Applicant name is Jeff Baldwin, the landowner name is same, the location of the property is Trebo Road (3215), the parcel map number is 26-20-42. The Zoning district is R120, the total acreage before division is 27.4, the number of lots after division is 2, the new acreage by parcel after division is #1 plus or minus 5 acres, #2 plus or minus 22 acres with final figures to be determined by surveyor. The application is signed by Jeff Baldwin and Michael Normyle. Gary Coger moved to accept the application as Exhibit A. Mark Curran seconded the motion. A vote was taken and the motion passed.

The second document presented was a Town of Chester Notice of Public Hearing before the Development Review Board. It is dated July 31, 2018. Carla Westine read the following items aloud from the notice. A site visit was to be held at 4:45 PM on Monday August 27, 2018 and a public hearing at 6:00 PM on the same date. The property owner is Jeff Baldwin. The location is 3215 Trebo Road, the district is R120. The action requested is sub-divide one lot into 2 lots. The notice was signed by Michael Normyle. Phil Perlah moved to accept the notice as Exhibit B. Harry Goodell seconded the motion. A vote was taken and the motion passed.

The third document presented was a plat titled Subdivision plan of land of Jeffrey A. Baldwin Trebo Road, dated August 9, 2018, prepared by Paton Land Surveying. Gary Coger moved to accept the plat as Exhibit C. Phil Perlah seconded the motion. A vote was taken and the motion passed.

Carla Westine asked Jeff Baldwin to give a short statement of what he was proposing to do. Jeff Baldwin said he wanted to put the divided lots on the market for sale with the contingency that the buyer would hire him to build a house on the lot.

The plat was evaluated according to Article 4, section 12 of the Chester United Development Bylaws.

## **4.12 SUBDIVISION REVIEW PROCEDURES**

### **F. Required Submissions**

**1. Preliminary Plat.** The Preliminary Subdivision Plat shall consist of a pdf copy as well as seven (7) copies of one or more maps or drawings which may be printed or reproduced on paper with all dimensions shown in feet or decimals of a foot, drawn to a scale or not more than one hundred (100) feet or more to the inch, showing or accompanied by information on the following points unless waived by the Development Review Board:

**a.** Proposed subdivision name or identifying title and the name of the Town.

This information is seen in the lower right corner of the plat.

**b.** Name and address of record owner, subdivider, and designer of Preliminary Plat.

This information is also seen in the lower right corner of the plat.

**c.** Number of acres within the proposed subdivision, location of property lines, existing easements, buildings, water courses, and other essential existing physical features.

Harry Goodell said the number of acres is found in Note 4 to the left of center on the bottom half of the plat. Carla Westine noted the property lines and an existing easement for an electric line are shown on the plat. Harry Goodell pointed out the proposed 50' right of way for Lot 2, on the plat. Carla Westine pointed out the two proposed buildings, one on each lot. She also pointed out the seasonal stream to the right of center at the top of the plat. Carla Westine found an existing well in the upper left quadrant of the map in Lot 1, proposed leach fields for Lots 1 and 2 and a proposed well for Lot 2. Finally, she noted two culverts in the gravel driveway that is the Right of Way for Lot 2. One culvert was 12" and the second was 15".

**d.** The names of owners of record of adjacent acreage.

Carla Westine read the names of ten owners of record of abutting lots from the plat.

- e.** The provisions of the zoning standards applicable to the area to be subdivided and any zoning district boundaries affecting the tract.

Phil Perlah said the dimensional standards for the R120 district are seen in Note 3. There are no zoning district boundaries shown on the plat.

- f.** The location and size of any existing sewer and water mains, culverts, and drains on the property to be subdivided.

Carla Westine asked Jeff Baldwin if the culverts shown on the plat in the gravel driveway for Lot 2 were installed. He said they were.

- g.** The width and location of any existing roads within the area to be subdivided and the width, location, grades, and road profiles of all roads or other public ways proposed by the Subdivider.

Carla Westine said there are no proposed roads, only a gravel driveway for Lot 2.

- h.** Contour lines at intervals of five (5) feet of existing grades and of proposed finished grades where change of existing ground elevation will be five (5) feet or more.

Phil Perlah moved to waive the 5-foot interval contour line requirement. Mark Curran seconded the motion. A vote was taken and the motion passed.

- i.** Date, true north point, and scale.

Several people pointed out the true north point in the upper left corner, and the date and scale in the lower right corner.

- j.** Deed description and map of survey of tract boundary made and certified by a licensed land surveyor tied into established reference points, if available.

Carla Westine pointed out the deed descriptions on the left side of the plat just below the center line.

- k.** Location of connection with existing water supply or alternative means of providing water supply to the proposed subdivision.

Carla Westine pointed out the existing well on Lot 1 and the proposed well on Lot 2.

- l.** Location of connection with existing sanitary sewage system or alternative means of treatment and disposal proposed.

Carla Westine noted the proposed leach fields on Lots 1 and 2. She asked Jeff Baldwin if the soil had been tested. Jeff Baldwin said it had. Carla Westine asked if Jeff Baldwin had a septic permit from the state yet. Jeff Baldwin said that Brian Rapanotti had applied for one, but it had not yet been received.

- m.** Provisions for collecting and discharging storm drainage, in the form of drainage plan.

Carla Westine said she didn't see a formal drainage plan on the plat. She noted two culverts under the gravel driveway. She asked Jeff Baldwin where the water that flowed through the culverts went. Jeff Baldwin said it flowed west. Harry Goodell asked where the water from the culvert under Trebo Road went. Jeff Baldwin said that it flowed onto his property, but he rarely saw water in that culvert. He mainly saw water in the culverts under the gravel driveway. Carla Westine asked Jeff Baldwin if he had any ponding on his property. He said he did not. Phil Perlah moved to waive a formal drainage plan. Gary Coger seconded the motion. A vote was taken and the motion passed.

- n.** Preliminary designs of any bridges or culverts which may be required.

Carla Westine noted that there are no bridges planned and that there was a 12" culvert and a 15" culvert on the gravel driveway.

- o.** The proposed lots with surveyed dimensions, certified by a licensed land surveyor, numbered and showing suggested building locations.

Carla Westine quickly noted these features, having located them for other items above.

- p.** The location of temporary markers adequate to enable the Development Review Board to locate readily and appraise the basic layout of the field. Unless an existing road intersection is shown, the distance along a road from one corner of the property to the nearest existing road intersection shall be shown.

Carla Westine noted that ribbons marking pins were visible along Trebo Road. She confirmed with Harry Goodell that he had seen ribbons further back on the property.

- q.** Locations of all parcels of land proposed to be dedicated to public use and the conditions of such dedication.

Jeff Baldwin said he was not dedicating any land to public use.

- r.** Names identifying roads and streets; locations of street name signs and description of design of street name signs.

Carla Westine noted that there were no roads in the sub-division, only a driveway.

- s.** The Preliminary Plat shall be accompanied by:

1. A vicinity map drawn at the scale of not over four hundred (400) to the inch to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area. The vicinity map shall show all the area within two thousand (2,000) feet of any property line of the proposed subdivision or any smaller area between the tract and all surrounding existing roads, provided any part of such a road used

as part of the perimeter for the vicinity map is at least five hundred (500) feet from any boundary of the proposed subdivision.

Carla Westine pointed out the vicinity map in the upper right corner and the distance to the nearest intersection in Note 7.

- 2. A list or verification of the applications for all required State permits applied for by the Sub-divider. Approval of the subdivision application by the Development Review Board may be conditioned upon receipt of these permits.

Carla Westine told Jeff Baldwin this requirement refers to the septic permit he has applied for from the state.

- t. Endorsement. Every Plat filed with the Town Clerk shall carry the following endorsement:

"Approved by the Development Review Board of the Town of Chester, Vermont as per findings of fact, dated \_\_\_ day of \_\_\_\_\_, \_\_\_ subject to all requirements and conditions of said findings.

Signed this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by

\_\_\_\_\_  
\_\_\_\_\_, Development Review Board"

Carla Westine pointed out this language in the lower left corner of the plat.

Carla Westine said the application appeared to be in order except for the wastewater permit from the state. Phil Perlah moved to close the hearing. Harry Goodell seconded the motion. A vote was taken and the motion passed.

**Agenda Item 5 Confirm next meeting dates.**

Michael Normyle said that there would be one hearing on September 10<sup>th</sup> and as yet there were no hearings scheduled for September 24<sup>th</sup>. If the hearing on the 10<sup>th</sup> is not closed it will be continued to the 24<sup>th</sup>. Given the planned absence of Phil Perlah and Harry Goodell on September 10<sup>th</sup> and Harry Goodell on the 24<sup>th</sup>, Mark Curran and Larry Semones will be needed as alternates for both of those meetings.

**Agenda Item 6 Deliberative session to discuss previous matters.**

The Board went into deliberative session and the meeting was adjourned at the end of it.