

TOWN OF CHESTER
DEVELOPMENT REVIEW BOARD
DRAFT MINUTES

August 10, 2020

BOARD MEMBERS PRESENT: Carla Westine, Harry Goodell, Robert Greenfield, Gary Coger, and Phil Perlah via Zoom teleconference.

STAFF PRESENT: Michael Normyle, Zoning Administrator via Zoom conference at the Town Hall and Cathy Hasbrouck, Recording Secretary via Zoom conference,

CITIZENS PRESENT: Peter Hudkins via Zoom teleconference.

Call to Order

Carla Westine called the meeting to order at 6:00 PM via Zoom conference. She noted that a site visit had taken place at 1782 Quarry Road at 5:30 PM that evening.

Agenda Item 1 Review draft minutes from the July 13th and July 27th, 2020 meetings.

Harry Goodell moved to accept the minutes from the July 13, 2020 meeting. Bob Greenfield seconded the motion. Carla Westine asked about two sentences on page 5 concerning permits. The sentences did not seem to fit together. Cathy Hasbrouck acknowledged that the sentences did not make sense, but they were both statements made by representatives of the applicant and she included them for that reason. A vote was taken and the minutes were accepted.

Phil Perlah moved to accept the July 27, 2020 minutes. Gary Coger seconded the motion. No changes were proposed for the first hearing, the Spaulding Used Car Dealer Conditional Use. As the applicant withdrew his application during the second hearing, and needed to present the minutes to the State of Vermont to document the details of the hearing, Carla Westine went over a list of specific facts that the minutes of the hearing needed to include. She noted that the minutes did state that the property was in the Residential – Commercial district. She noted that the application for a hearing and the notice of hearing stated the use applied for was extraction. She did not see a statement that extraction was not a use allowed in the Residential – Commercial District. Cathy Hasbrouck said that fact could be found on page 11. Cathy also noted that at that point during the hearing, Carla Westine listed the zoning districts where extraction was allowed as a use. Cathy said she would include the list as the next sentence in the corrected minutes. Carla Westine noted a missing verb on page 14 and on page 17 the word “would” should have been “could”.

On page 16, Carla Westine asked that a long sentence about the swale between the lot and the highway be clarified. Carla said she did not recall make a statement about the swale as stated in the minutes. She asked a question and the applicant answered it. Carla asked about a second, long sentence on page 17, which discussed whether a permit was needed. Cathy Hasbrouck agreed to split the sentence for clarity.

Michael Normyle asked to have two sentences, attributed to him on page 17, re-structured to make his meaning clearer. Phil Perlah suggested new wording for the sentences which was accepted. Carla Westine located statements about removing the gravel during business hours

that Michael was looking for further on in the document. There being no more comments, a vote was taken and the minutes were accepted with the corrections noted.

Agenda Item 2 Citizen comments.

No citizen comments were made. Peter Hudkins from the Planning Commission was observing the proceedings. Carla Westine explained the history of the parcel involved in the subdivision hearing to Peter. Cathy Hasbrouck, citing Section 4.12.B.2 Study of Final Plat, asked whether the hearing could proceed without the applicant or a representative present. Carla Westine said that since there had been no corrections to the plat requested at the preliminary hearing there would be no questions for the applicant at the final hearing and she felt it could go on without the applicant or a representative present.

Agenda Item 3 Kapp Final Plat Review Hearing (#553)

Carla Westine began by accepting the documents offered as exhibits.

The first document was a Town of Chester Application for hearing before the Development Review Board. Carla Westine read the following items aloud: the applicant name was Carlo Kapp, the address of the applicant and the location of the property was 1782 Quarry Road. The new acreage after subdivision was Lot A 149 acres and lot B 242± acres. The application was signed by Carlo Kapp and by Zoning Administrator Michael Normyle on July 14, 2020. Harry Goodell moved to accept the application as Exhibit A. Phil Perlah seconded the motion. A vote was taken and the application was accepted as Exhibit A.

The second document was a Town of Chester Notice of Public Hearing dated July 14, 2020. Carla Westine read the following items aloud. The site visit was announced for August 10, 2020 at 5:30 PM. The property owner was Carlo Kapp. The location was 1782 Quarry Road, and the district was Residential 40. The action requested was, "Subdivide one large parcel (393± acres into two lots. Lot A being 149± acres and Lot B being 242± acres." Harry Goodell moved to accept the Notice as Exhibit B. Gary Coger seconded the motion. A vote was taken and the Notice was accepted as Exhibit B.

The third document was a site plan titled Final Plat Review Sub-Division of a Portion of Property of Carlo D. Kapp 1782 Quarry Road showing Lot A to be conveyed to Andrew and Vaida E. Sama. The site plan was created by DBS Surveys, Inc. Phil Perlah moved to accept the site plan as Exhibit C. Harry Goodell seconded the motion. A vote was taken and the site plan was accepted as Exhibit C.

There being no questions on the documents submitted or the plat, Harry Goodell moved to close the hearing. Phil Perlah seconded the motion. A vote was taken and the hearing was closed.

Michael Normyle said he has scheduled a preliminary plat review for a minor subdivision on Monday September 14, 2020 and a final review on October 12, 2020.

Agenda Item 4 Deliberative Session to review previous or current matters

All other agenda items being complete, the meeting went into deliberative session and was adjourned at the end of it.

