



DEVELOPMENT REVIEW BOARD

Meeting Type: _____ **Regular Meeting**
Date: _____ **Thursday, October 25 , 2018**
Time: _____ **6:00 p.m.**
Place: _____ **Municipal Building Community Room**
Address: _____ **43 Bombardier Road Milton, VT 05468**
Contact: _____ **(802) 893-1186**
Website: _____ www.miltonvt.gov

MEETING MINUTES

1. CALL TO ORDER

The Chair called the meeting to order at 6:02 p.m.

2. ATTENDANCE

Members Present : Bruce Jenkins, Chair; Henry Bonges, Vice Chair; Julie Rutz, Clerk; Robert Brisson

Members Absent: None.

Staff Present : Michael Burriss, Development Review Planner

Public Present : Owen Jenkins; Richard McLay; Daren McLay; Brett McLay; Lucas Campbell; Linus Kinner; Ed Buturla; Judy Kinner; Doug Hewitt

3. AGENDA REVIEW

None.

4. PUBLIC FORUM

None.

5. New Hearings/Business:

A. Richard and Daren McLay, applicant, request **Conditional Use and Major Site Plan** approval to install a retaining wall along the shore of Lake Champlain and the replacement of a boat lift and dock. The property is located at 266 Cold Spring Road, described as Parcel #239008-000000, Book 375 & Page 505, SPAN 12316. The subject property contains a total of 1.5 acres and is located within the Shoreland Residential (R6) District.

The Chair administered the Oath to Interested Persons.

Jenkins said that he does not believe a Shoreland permit or any other permit from the state would be needed. Jenkins said that no vegetation on the property would be disturbed and that work would be done from the water.

1. **The DRB may require that the applicant schedule a site visit prior to closing the hearing.**
2. **As indicated in the proposal 's narrative, the applicant will proceed with construction activities in accordance with the erosion control practices outlined in 3009.D. This includes stabilizing exposed soil with seed and mulch or erosion control matting upon completing the retention wall .**
3. **The Development Review Board may place conditions on approval to further the purposes of the Unified Development Regulations as deemed necessary .**
4. **The Applicant shall obtain a Project Review Sheet from the Permit Specialist in the District Regional Office of the Agency of Natural Resources, provide a copy to the Town, and obtain all required State permits and approvals prior to construction. The applicant must comply with all State conditions of approval .**

5. **The Applicant shall submit one (1) full-sized (to scale) and one (1) reduced (11 x 17) complete final plan sets depicting the requested changes. The revised plans must be deemed Final by the Development Review Planner prior to being eligible for a Zoning Permit from the Zoning Administrator. The Applicant is advised to submit an electronic .pdf plan for staff review prior to submitting all the copies of the Final Plan set .**
6. **A Zoning Permit is required prior to installation of signage and use and an associated Certificate of Compliance is required prior to use .**
7. **The Zoning Permit and Site Plan Approval shall expire two years from the date of issuance if the applicant does not receive a certificate of compliance by this date. The applicant may apply to the Zoning Administrator for a single one-year extension for the identical project .**
8. **Omission or misstatement of any material fact by the applicant or agent on the application or at any hearing which would have warranted refusing the permit or approval shall be grounds for revoking the permit or approval at any time .**
9. **The DRB shall motion to recess or close this hearing. If recessed, a specific time, date, and place shall be designated to resume the hearing. If closed, the DRB shall issue a decision within 45 days .**

The Development Review Board agreed that a site visit would not be necessary.

Rutz MOTIONED to CLOSE the hearing. SECOND by Jenkins. APPROVED, 4-0.

6. Other Business :

A. Approval of Minutes from 9/13/2018 DRB Meeting & 9/27/2018 DRB Meeting

Jenkins MOTIONED to APPROVE the minutes of September 13, 2018 as written. SECOND by Brisson. APPROVED, 4-0. Rutz MOTIONED to APPROVE the minutes of September 27, 2018 as written. SECOND by Brisson. APPROVED, 4-0.

B. DRB Officer Elections

The Development Review Board agreed to keep all officers in their current positions with the caveat that elections will be redone when another member is added.

7. Possible Deliberative Session

Private session for deliberations on applications and written decisions in accordance with [1V.S.A. 312](#).

Brisson MOTIONED to APPROVE the McLay project located at 266 Cold Spring Road. SECOND by Rutz. APPROVED, 4-0.

8. Adjournment

The Development Review Board CLOSED the meeting at 6:31 p.m.

Minutes approved by the Development Review Board this _____ day of _____, 2018.

Bruce Jenkins, Chair

/tc

Draft filed with the Town Clerk this _____ day of _____, 201 8.

Filed with the Town Clerk this _____ day of _____, 201 8.