

# **TOWN OF ELMORE, VT**

## **Meeting of the Development Review Board**

**Meeting Date:** Thursday, July 18, 2019 at 6:00pm

**Agenda Version Number:** V1.0

**Agenda Status:** Draft

**DRB Members:** Jill Lindenmeyr – DRB Chairman, Paul Rousselle – DRB, Caroline DeVore – DRB, Jay Kennedy – DRB, Michael Furst - DRB

**Zoning Administrator:** Kristen Rose

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**NOTE: DRB MAY ENTER EXECUTIVE OR DELIBERATIVE SESSION(S)**

**CALL TO ORDER:** Jill Lindenmeyr – DRB Chair

Review and approval of previous meeting minutes

A. SPECIAL TOPICS: (Items requiring expanded discussion)

B. NEW ITEMS: (Schedule, minimum. 1 wk. prior to meeting)

**1. DISCUSSION:**

Property Line Setback Violation  
Town District: Developed Shoreland District  
Owner: Mackey  
Location: 730 Camp Rd

Notes: Construction of a parking/lawn area with concrete block and fill was built without a permit and it does not meet the side property line setback of 10-feet (it is 2 feet from the adjoining property line). Mackey's are applying for a permit now and will be on the August agenda. They have requested that the DRB review the project in July.

Zoning Admin Notes:

- Notified owners that it is rare for a variance on Property Line setbacks to be granted.
- Recommend that the DRB members review property prior to the meeting

**2. DISCUSSION:**

Property Line Violation  
Town District: Developed Shoreland District  
Owner: Mooney  
Location: Property Boundaries between 1220 Route 12 and 1208 Route 12

Notes: Owner (Mooney) concerned that the Elmore Store sign and other store items are located on their property. ZA advised this is a civil issue, as the sign existed before zoning regulations. Mooney's request that the DRB/Town assist. This doesn't appear to be within the Town's jurisdiction. Brief discussion to determine jurisdiction and standing of DRB.

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**3. DISCUSSION:**

Review prior to permit request  
Town District: Developed Shoreland District  
Owner: Allen  
Location: West Loop Road

Review request / permit to rebuild existing old camp on a non-conforming lot.

**4. DISCUSSION:**

Review prior to permit request  
Town District: Forest Reserve  
Owner: Bailey  
Location: Elmore Mountain Road

Review request / permit to subdivide existing lot into 3 conforming lots. Review preliminary site plan.

**5. DISCUSSION:** Permit application Kristen Rose. Zoning admin plans to apply for a zoning permit. The DRB Chair can sign permits for the ZA. Reviewing process with DRB.

**6. REVIEW:** ZA to review permits issued since last DRB meeting.

C. CONTINUING ACTIVE ITEMS: (Update status, by item, by DRI)

1. Elmore Planning Board – Discussion of Zoning and Subdivision ByLaw Updates

D. COMPLETED/INACTIVE ITEMS: (Update status, by item, by Responsible Board Member)

E. NON-AGENDA/OTHER ITEMS: (*Time Available*)

1. Routine Administrative, Operations items as needed.