

Town of Elmore Development Review Board

Elmore Town Hall

Elmore, VT

Meeting of the Development Review Board

Thursday, September 9, 2022

No Site Visits

Attendance:

DRB Members: Jill Lindenmeyr, Chairperson; Caroline Devore; Michael Furst; Jason Cohen; Chris Jolly

Zoning Administrator: Don Valentine

Applicants: Allison Turkowski, John Turkowski

Public: Stuart Wepler, Warren West, Glenn Schwartz

Agenda:

- 1) Allison and John Turkowski – 271 Worcester Ridge Rd: Construct a 26' x 36' barn
- 2) **Krauss? – Address??**: Install a prefabricated 12' x 18' shed

1) Allison and John Turkowski:

- John presented his project plans as included in his application. Project consists of constructing a 26' x 36 barn in FR district. Project details discussed include:
 - FR district, elevation appx. 1275', therefore being reviewed as a Conditional Use
 - No clearing is required for its construction
 - Building will not be visible from a public road given its location and topography.
- C.D. asked if a lighting plan is available. J.T. replied, no plan included but lighting will be minimal, will be similar fixtures to the existing house and will be down-cast.
- M.F. made a motion to approve as presented
- C.J. seconded
- The motion received unanimous approval from the DRB

2) Krauss:

- No representation from the applicant. S.W. provided a summary of the proposal / application. Project consists of installing a 12' x 18' prefabricated wood shed on skids (no ground disturbance):
 - DSHR district. Zoning Regs permit lot coverage of up to 10% as an Allowed Use, with the ability to have 20% with DRB approval as a Conditional Use. With installation of the proposed shed, lot coverage would be 12%
 - No clearing or ground disturbance is required for the shed's install; to be located on existing lawn area
 - Dimensional Standards for DSHR are met
- J.C. made a motion to approve as presented
- M.F. seconded
- The motion received unanimous approval from the DRB

3) Next meeting to be 9-29-22 at 6:00 pm. This meeting and its agenda have been warned at this time.

4) Public Comment:

- Warren West, speaking as a Select Board member inquired about how S.W. was appointed as a consultant to the DRB / ZA and questioned if proper procedures were followed in retaining his services. W.W. had reviewed meeting minutes of DRB and of Select Board and neither showed documentation of public discussion of engaging S.W.'s services as a consultant. W.W. reminded the DRB that there are open meeting law requirements, a need to produce accurate meeting minutes and that the DRB does not have the authority to hire consultants. Hiring consultants is required to be presented to the SB for review / approval.
- There was a discussion on how S.W. became involved as a consultant over the past year. He was initially approached when the previous ZA stepped down, but declined to act as interim ZA at that time, but later agreed to assist new ZA, Don Valentine, in getting up to speed. S.W. was a previous ZA for Elmore and his institutional knowledge of the Town, current and past zoning regulations is recognized and appreciated. The engaging of S.W.'s services in his current capacity was not recorded in DRB or SB minutes and does not appear to have been approved by the SB.
- C.D. made a motion to add to the 9-29-22 agenda an item to discuss retaining a consultant to the ZA and DRB.
 - MF seconded
 - The motion received unanimous approval from the DRB

- W.W reminded the DRB of the need to include and make publicly available any documents presented, reviewed or discussed in a public meeting. The example being a recent document pertaining to changes to the FR regulations being discussed that was presented to the Planning Commission by members of the DRB during a Planning Commission meeting. W.W suggested these documents be included in the meeting minutes as an attachment moving forward.
- C.D. made a motion to add a discussion of changes to the FR district to the 9-29-22 meeting agenda
 - C.J. seconded
 - The motion received unanimous approval from the DRB
- G.S. presented the hot-off-the=press final drawing for the pending Keith property subdivision application. This is the subdivision that is proposed to be the location of the new highway garage. The second review of this proposal is on the 9-29-22 agenda. D.V. has the completed and signed subdivision application package that he will forward to DRB members.
- General discussion ensued where the DRB members reiterated the need for the ZA to provide relevant documents and application materials to the DRB members in advance of the meeting
- Chairperson J.L. solicited any other discussion items. Hearing none, C.J. moved to adjourn.
 - M.F. seconded
 - The motion received unanimous approval from the DRB

MEETING ADJOURNED at 6:49 PM

Minutes assembled and submitted by C.J.