

**TOWN OF ELMORE, VT**  
**Meeting of the Development Review Board**

**Meeting Date:** Thursday, April 5, 2018 at 6:30pm

**Site Visit:** Preceding meeting, April 5, 2018 at 5:30pm – 242 Point Road, Lake Elmore

**Agenda Version Number:** V1.0

**Agenda Status:** Draft

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

**Zoning Administrator:** Kristen Howell

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

**CALL TO ORDER: Jill Lindenmeyr, Chairman**

Approve or amend meeting agenda

Introduction of members and meeting attendees

Swearing in of participants

Review and approval of meeting minutes

**A. SPECIAL TOPICS: (Items requiring expanded discussion)**

1. **CONDITIONAL USE PERMIT REVIEW:** Kirby/Newbrough. Conditional Use for Wastewater System Replacement in the Developed Shoreland District.  
**Site Visit: 5:30pm, 242 Point Road, Lake Elmore**

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

1. **WORKING SESSION:** Zoning Application Forms and Zoning Checklist Addendum. Group discussion and working session to define a fill-in-the-blank style form for each zoning district that will augment current permit application. Key district-specific data will be captured to quickly identify missing or non-conforming data.
1. **DISCUSSION:** Revision of zoning bylaws. Last major revision in 2015 with addition of new Lakeshore District. Revisions made this round would largely be for clarification and conformance to the new town plan.  
Possible list of items to be reviewed include:
  - Road and slope gradients supporting that all properties are accessible by emergency vehicles
  - Clarification of build height parameters
  - Deviations of natural topography
  - Visibility and vegetation coverage (before and after construction)
  - Grades and slopes for private vs public roads to adhere to ANR runoff guidelines.

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

1. UPDATE: Andrews Permit – Worcester Ridge: K. Howell
2. UPDATE: Duchassi Permit – Worcester Ridge: K. Howell, Board  
Review permit, photos of site approved and photos of site after construction.  
Question on visibility from public roads.
3. UPDATE: New Board Members – Recruiting status of 5<sup>th</sup> member.

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

1. Review Action Item List

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

1. Routine Administrative, Operations items as needed.