

# **TOWN OF ELMORE, VT**

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

**Meeting Date:** Thursday, August 6, 2020 at 6:00pm and 6:30pm    **SITE VISIT:** Conduct as needed prior

**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

---

---

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

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

Review and approval of March 2020 meeting minutes

A. SPECIAL TOPICS: (Items requiring expanded discussion)

**Project 1 Applicant: Robert & Cheryl Hartt**

Location: 542 Hayford Road

Request: Conditional Use

Project: 3-lot subdivision

**Project 2 Applicant: Chris & Megan Jolly**

Location: 321 Bedell Brook Road

Request: Conditional Use

Project: Mudroom & Deck addition

**Zoom Meeting for DRB Hearing for Projects #1 and #2**

Time: Aug 6, 2020 06:00 PM Eastern

Join Zoom Meeting on your phone or computer using this link:

<https://us04web.zoom.us/j/76911433087?pwd=Tks4b3YzRnZPVCTXVTZvN3I5dkhDdz09>

Landline: 1-929-205-6099

Meeting ID: 769 1143 3087

Password: 8888

---

**Project 3 Applicant: Peggy & Shap Smith**

Location: 304 Camp Rd

Request: Conditional Use

Project: Clearing, Dock & Parking

**Zoom Meeting for DRB Hearing for Project #3**

Time: Aug 6, 2020 06:30 PM Eastern

Join Zoom Meeting

<https://us04web.zoom.us/j/73745851739?pwd=akFIUFhOTk13MUFYMO9tSUVOVOMxQT09>

Landline: 1-929-205-6099

Meeting ID: 737 4585 1739

Passcode: 8888

# **TOWN OF ELMORE, VT**

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

### **INFORMATIONAL HANDOUT FOR REMOTE MEETINGS**

#### **Remote Public Meetings**

All public body meetings for the Town of Elmore will be conducted remotely via electronic means for the duration of Governor Scott's State of Emergency declaration. Whenever feasible, the public will also be able to access and participate in the remote meetings by dialing in through telephone.

#### **Accessing a Meeting**

Please refer to each public body's notice and agenda for information on how to access a remote meeting. Please note that whether you join by telephone, computer, or device, you may be put on hold or in a waiting "room" until granted access to the meeting. You also may be muted or restricted from using any chat function until the public comment portion of the meeting.

#### **Participation**

All meetings will be conducted in accordance with the respective "Rules of Procedure" of each public body, to the extent practicable. The public body will follow its agenda and allow public attendees to participate through voice (audio) means where feasible or alternatively using any chat function during the designated public comment periods on the agenda and at other applicable times as needed.

Initially, the meeting's host/organizer will mute all participants that are not members of the public body. This is necessary to control background noise. The host/organizer will then unmute participants or allow participants to unmute themselves when invited to speak by the Chair of the public body or the Chair's designated alternate.

Please review the following guidelines:

- The Chair will invite comment:
  - during the time designated on the agenda for public comment;
  - after the public body discusses each agenda item;
  - before the public body takes action;
  - during any open public comment period, if applicable; and
  - other times as determined by the public body.
- When a participant/attendee is unmuted, they must state their name before commenting.

If the public body successfully moves to enter an executive session, the meeting's host/organizer will then place everyone that is not part of the executive session on hold or a virtual waiting "room." This will prevent attendees from hearing or participating in the meeting during the duration of the executive session. When the public body exits executive session, the host/organizer will then grant access back to the remote meeting.