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: Final

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 6:09pm Call to order
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

        Lot 1: 28.7 acres with existing house
        Lot 2: 18.72 accessed from original ROW by deed to Lot 2.
        Lot 3: 2.58 acres original with existing workshop. Has driveway access

        All access to new lots / driveways are in the Hayford Rd home owners association.

        All lots conform to wastewater and dimensional rules

        Question: Jill L. Is land in current use program? No.

        Question: Tom Waldman, reviewed ROW on deed and goes with proposed Lot 2
        Question: Len Plante; Lot and home business are on that lot. What happens when that lot/home
business is separated from the original lot it was permitted to? Does it lose it's ability to be a home business.
Answer: The use will change classification from cottage industry to rural industry and becomes commercial use.
Rural industry is approved in this district.

        Motion (M. Furst): Accept 3 lot subdivision as requested. Second:Jill L.
        Unanimous approval.

Project 2 Applicant: Chris & Megan Jolly
         Location: 321 Bedell Brook Road
         Request: Conditional Use
         Project: Mudroom & Deck addition

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Questions:
Is the existing deck on the property part of the new project? Yes.
Will the steps be left as is? No, deck will be continued to the mudroom.
Why is a permit required for this project? Part of the new structure extends above the 1,200 foot district cut off and requires permit.

Motion (M. Furst): Approve as submitted. Second: Jill L.
Unanimous approval

Zoom Meeting for DRB Hearing for Projects #1 and #2
Time: Aug 6, 2020 <mark>06:00 PM Eastern</mark>

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 <mark>06:30 PM Eastern</mark>

Join Zoom Meeting
https://us04web.zoom.us/j/73745851739?pwd=akFlUFhOTk13MUFYM09tSUVOV0MxQT09

Landline: 1-929-205-6099   Meeting ID: 737 4585 1739   Passcode: 8888

Attending: Peggy Smith, George Kress and Alice Angney
Called to order at 6:33pm

Described by Zoning Admin.
Developed lakeshore district. Asking to clear trees and make parking lot to demolish existing house and garage and add a dock.

They understand that a new structure will need to fit in the existing footprint. A new permit will need to be requested for that phase of reconstruction.

Motion (by C. DeVore): Accept permit request as written with the following conditions:

-   Must confirm and engineering plan that show all trees to be removed and confirm that the remaining vegetation coverage complies with shoreline district requirements.

- Parking area shall be constructed as pervious structure allowing for required drainage. Eroson control measures will be in place during construction.
- Pictures of existing structures will be taken showing the before and after lot area to be used when new permit application is made.

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.