

TOWN OF HIGHGATE Development Review Board

November 12, 2015 @ 6pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

I. CALL TO ORDER

The meeting was called to order by chairman, Rick Trombley at 6:00pm.

Present at this meeting:

- **DRB members:** Rick Trombley, Chairman; Woody Rouse; Tim Reynolds; Julie Rice; Scott Martin
- **Staff:** Wendi Dusablon- Planning & Zoning Clerk; Heidi Britch-Valenta – Zoning Administrator
- **Public / Other:** Peter Mazurak – Cross Consulting Engineers; Dianne & Gerald Laroche - Applicants

II. PUBLIC HEARINGS

- **Gerald & Dianne Laroche**
Sketch Plan Review – 2 Lot Subdivision
2673 St. Armand Road
Agricultural District

Rick Trombley noted we have a quorum of the board present and swore in Peter Mazurak, Gerald Laroche and Dianne Laroche. This proposal is to subdivide out a one acre lot for a new home located on St. Armand Road just north of Campagna Road. The existing lot is 8.56 acres with one existing house in the back. The new home will have its own driveway and drilled well and test pits have been done for the septic. They plan to leave at least 200' on either side of the new lot to be compliant with road frontage. Tim pointed out that you only need 200' on one side and further pointed out that they should be all set as long as the boundary line side has 200'. Tim asked Mrs. Laroche to point out on the maps where the new lot will be. The driveway after Morgan's is her son's house, the next driveway belongs to Dianne & Gerald. The new driveway will be in between the two existing driveways. The entire plan is pretty straight forward. Tim also asked for confirmation on placement for the new well, which will be placed along the backside of the house. They have not applied for any permits yet, the next step will be to apply for a waste water permit with the state. Woody had questions about the trees along the ditch line. You will run into ledge the further you go towards the woods, that is why they have placed the new home where they have. This is a sketch plan review, and it can move right to final review when they are ready. They will be back, likely in January. By then they should have applied for the waste water permit and the boundary survey will be done. Rick went through the criteria for a minor subdivision, per the Town of Highgate Development Regulations. The electrical work has not been determined yet, whether it will be underground or on a pole. For the final plan review Peter will add a site focus / inset, deed references, note where the well will be located and also add in relevant planning and zoning information. Heidi asked about the benchmark in the tree, which is set there to give them an elevation point to start from so the contractor can lay out the infrastructure. It was noted that the application deadline date is December 28, 2015 to be on the agenda for January 14, 2016. Motion by Woody Rouse to close the hearing @ 6:20pm. The motion was seconded by Scott Martin – **APPROVED.**

III. APPROVAL OF MINUTES

Motion by Rick Trombley to approve the minutes from September 10, 2015, as corrected. The motion was seconded by Tim Reynolds – **APPROVED.**

IV. OTHER BUSINESS

- The October 14th site visit and DRB meeting with Jay Spaulding was cancelled, per Mr. Spaulding's request through his attorney. Dick Deso was in the office researching the property. Tim asked where that project was at. Nothing has been black topped over there yet. Jay's attorney stated they were putting it on hold to do more planning. Scott added that they didn't have all their ducks in a row last time they were here.
- The junkyard across from MVU, they look like they are out of space and are parking cars out by the road. Heidi will send the Vincent's a letter. Rick noted that under the previous owner, only so much was allowed to be on the other side of the fence by the road, and does that follow to the new owner as well – yes. Tim added that the driveway access there is slim due to all the extra stuff on the property.
- We recently became aware of two new zoning violations, one on Route 78 in East Highgate and the other on Frontage Road.
- Andy Leduc is taking us to environmental court for the variance denial. We have two Leduc appeals in court. This one is on Route 78. The attorney is asking for both of them to be combined and have one ruling.
- Deso Leduc Properties – this is the 12 lot subdivision proposal on Lamkin Street. The board asked for an independent assessment due to concerns. The applicant went immediately to court and the court ruled in our favor saying that the hearing has not been closed because they had not given us what we asked for (an independent review). It was kicked back but still in court because the other question was if the DRB had sufficient reason to ask for an independent assessment. There is no decision to be appealed, so our attorney is trying to see if it will be dismissed.
- We have not heard anything on the Brosseau appeal. Charlie Christolini is appealing the Brosseau proposal based on inadequate information to waste water.
- Next month's DRB meeting on December 10th will be a busy meeting. As it looks right now, we will have a Conditional Use Application, Boundary Line Adjustment and a Subdivision on that agenda.
- Heidi updated the board on a few proposed solar projects in town.
- Tim asked Heidi about violations and letters she needs to write.
- Bob Dufresne is all set on his violation, and Mr. Deso has put up his fence. Heidi has been working with Chad Lapointe on the buffer around his property that should have been done a few years ago. Heidi has also contacted the state about vehicles and the use of dealer plates. If Chad can fix the buffer / screening and everything else is in line, she can take the violation off the property. A neighbor came in today and stated that vehicles are parked so close to the road that you can't see when pulling off Whitetail Drive. Heidi will take a ride back over there as well as a ride down to Vincent's down by MVU.
- Rick Trombley has submitted a letter of resignation for his position on the Highgate Planning Commission as Chair. As long as his doctor's say he can continue with the DRB, he will.
- Heidi noted that the Planning Commission meeting next week on November 17th will focus on pedestrian infrastructure, safety and walkability in our village. Safe Routes to School, VTtrans, RiseVT and the Highgate Sidewalk Committee will all be there. All are invited to participate on November 17th.

V. UPCOMING EVENTS

Nov. 16	7pm	Finance Committee Mtg.
Nov. 17	6pm	Planning Commission Mtg.
Nov. 19	7pm	Selectboard Mtg.
Nov. 20	3pm	Municipal Offices closing @ 3pm
Nov. 21	9am-3pm	Craft Show @ Highgate Elementary School
Nov. 26 & 27	CLOSED	Thanksgiving Holiday

VI. DELIBERATIVE SESSION

There was no deliberative session necessary.

