

TOWN OF HIGHGATE

Development Review Board

August 21, 2019 @ 6pm
Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

I. CALL TO ORDER

The meeting was called to order by Chair, Richard Trombley @ 6:00pm, noting there was a quorum of the board present.

Present at this meeting:

DRB members: Richard Trombley, Chair; Tim Reynolds, Vice-Chair; Woodbury Rouse, Jr; Michael Kravetz

Staff: Wendi Dusablon- Town Clerk / Public Meetings Clerk; Samantha Derosia – Zoning Administrator

Public / Other: Michael Gervais – Barnard & Gervais; Bernard Gladden; Adam Locke; Russell Stanley; Richard Flint; *Mark Capsey and James Bushey showed up for the Capsey hearing, but did not stay because it was cancelled.*

II. PUBLIC HEARINGS

- **Locke, Adam & Nannette**

Appeal of Decision Letter dated 6/13/19

4 Lot Subdivision

1158 Lamkin Street

Medium Density Residential District

Adam Locke and Russell Stanley were present and had been previously sworn in. Mr. Locke received the decision letter from the town dated 6/13/19 and is here to discuss the requirement for the cul-de-sac to be placed at the end of lot #4. His development will stop at the end of lot #3 and lot #4 will remain undeveloped. The cost of extending the road another 600' will be a financial burden and affect his entire project. His proposal is to place the cul-de-sac at the end of lot #3. In the future, should he choose to move forward with development on lot #4, he would have to come back to the town anyway for permits and it could be dealt with at that time. He does not see this happening any time soon at all. Samantha had the file and shared the most recent plans from the final review with the board again. Mr. Locke understands the condition about adding parking spaces. There was discussion at the other hearings about the abutting neighbor, Bonny Locke, questioning who owns that piece of land that will be used as the right of way. All the documents on file with the town show Adam Locke owning it. Bonny Locke has since passed away. Adam isn't certain that any additional paperwork is necessary through an attorney about ownership of that strip. If the board were to make that a requirement he would do it. The board will take all Mr. Locke's comments and concerns under advisement and will discuss further in deliberative session. Motion by Rick Trombley to close this appeal. The motion was seconded by Tim Reynolds – **APPROVED.**

- **Capsey, Percy / Mark / Henry / Douglas**
2 Lot Subdivision – Preliminary Plan Review
1889 Lamkin Street

Medium Density Residential District

This hearing was cancelled. Henry Capsey submitted a written request to withdraw the application on 8/19/19.

- **Borderview Farm II SAR, LLC & Helfrich, Theresa**
Boundary Line Adjustment
511 St. Armand Road + 285 St. Armand Road
Village, Industrial/Commercial & Agricultural Districts

Michael Gervais (Barnard & Gervais) was present and sworn in. He is the surveyor representing Theresa Helfrich and for this hearing is representing both parties. Theresa has a failed septic system and needs to install a replacement. RJ Fournier from Borderview Farm found an area for the back-up septic, which has been tested. Theresa will be purchasing an additional 1.05 acres from RJ to put a system back there. This will also

increase the size of the Helfrich's lawn. All that is proposed for the additional acreage is the leach field. There would also be room if they wanted to put in some sheds, but that is a separate issue. Nothing else is being proposed at this time. This will be a large mound system, as there is not a lot of sand in that particular location. The Helfrich lot will go from .99 acres to 2.04 acres. There were no further questions from the board. Rick read through the criteria from the development regulations with regard to a boundary line adjustment. Michael has prepared the final mylar as well and left it with Samantha. Motion by Tim Reynolds to close the hearing. The motion was seconded by Woody Rouse – **APPROVED.**

- **Gabree, Marc**
2 Lot Subdivision – Final Plan Review
90 US Route 7
Medium Density Residential District

Michael Gervais (Barnard & Gervais) and Bernard Gladden (abutting neighbor) were present. Both had previously been sworn in. From the last hearing not much has changed on the plans. The building envelope was added. The road name "Gabree Lane" was submitted by the applicant and approved by the Selectboard already. Michael stated that on the previous plans lot #1 was noted as 9 acres located on both sides of the tracks, which has been changed. Lot #1 is now noted on the plans as 4.14 acres. Rick had questions about the new road and where it will break off towards the new lot. The building envelope is set, but the house location is approximate on the plans, within the envelope. A permit will need to be obtained from the town when they are ready to construct the new dwelling. Sewer setbacks, property line setbacks and a wetland area have all been observed on the plans. There are no plans for developing the back acreage at this time. Mr. Gladden asked about the 50' strip and its purpose. If the back lot were to be developed in the future it would be very close to his property, which he is not too keen on. Nothing is proposed at this time, and should it be developed in the future everything would have to be within the town's development regulations to be approved. The new lot will be a home for Mr. Gabree's daughter, Amber. This dwelling will be the third to come off what is now a driveway. That third dwelling is the trigger for it to become a road with a new name (Gabree Lane) for the 911 system. Rick read through the criteria from the development regulations. Motion by Tim Reynolds to close this hearing. The motion was seconded by Woody Rouse – **APPROVED.**

III. APPROVAL OF MINUTES

Motion by Tim Reynolds to approve the minutes from July 11, 2019, as amended. The motion was seconded by Rick Trombley – **APPROVED.**

IV. OTHER BUSINESS & UPDATES

- The DRB had decision letters and final mylars for review and signature.
- We still have a vacancy on the DRB if anyone is interested in filling the term until March, 2021.
- Richard Flint from the Selectboard was present to introduce himself and to meet members of the DRB that he did not already know.

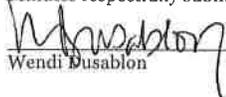
V. DELIBERATIVE SESSION

Motion by Tim Reynolds to enter into deliberative session @ 6:44pm. The motion was seconded by Woody Rouse – **APPROVED.** Motion by Rick Trombley to exit deliberative session @ 7:24pm. The motion was seconded by Woody Rouse – **APPROVED.**

VI. ADJOURNMENT

Motion by Woody Rouse to adjourn the meeting @ 7:24pm. The motion was seconded by Tim Reynolds – **APPROVED.**

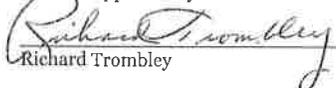
Minutes respectfully submitted by:


Wendi Dusablon

Town Clerk &
Public Meetings Clerk

9.12.19
Date

Minutes approved by:


Richard Trombley

DRB, Chair

9.12.19
Date