

## Cornwall Development Review Board (DRB)

Hearing Minutes • Cornwall Town Hall  
September 6, 2017 • 7:00—8:15pm

**MEMBERS PRESENT:** Matt Bonner, Barbara Greenwood, Joe Severy, Annie Wilson,  
Gary Barnett

**ALTERNATES PRESENT:** Cheryl Cesario, Alt., Shari Johnson Alt.

**ALSO PRESENT:** Bethany Menkart, Brian Kemp

**1. CALL TO ORDER:** 7:00pm

**2. QUORUM:** Established.

**3. AGENDA:** Joe MOVED / Gary SECONDED to approve the Agenda. *Motion passed* (7 in favor, 0 opposed.)

**4 MINUTES: August 2, 2017—**Barbara MOVED / Shari SECONDED to approve the Minutes of August 2. *Motion passed* (7 in favor, 0 opposed).

**Matt requested that Barbara assume the Chair, which she agreed to do. Matt then recused himself from the the Board as he is the Applicant in the West Street Properties, LLC Hearing.**

**5. West Street Properties HEARING—7:10pm—**Barbara opened the hearing by reading aloud the hearing Warning as published in the Addison Independent on August 21.

Barbara queried the Board in regard to any additional recusals. Cheryl recused herself as having a potential financial interest in the parcel. Barbara asked Shari to sit on the Board as a Member for this Hearing. Upon responding in the affirmative, Shari was so appointed by Barbara.

Board members were then queried as to any ex parte communications regarding the application. Joe advised that on August 31, he, Matt, and Barbara—along with Conservation Commission members Bethany Menkart and Mary Dodge—walked the property. Gary and Annie did likewise on September 4. Joe noted he had been in communication with both Matt and Cheryl, and Barbara has spoken with Matt about the protocols for adjourning this hearing. None of the communications was judged to present any conflict.

- Board members officiating at the Hearing: Gary Barnett, Barbara Greenwood, Joe Severy, Annie Wilson, Shari Johnson
- The DRB reviewed the application under the *Town of Cornwall Subdivision Regulations*, dated February 26, 2008.
- *Article II, §282* of the *Regulations* requires any changes/amendments to a files Plat be brought before the DRB.
- *Article II, §242* of the *Regulations* provides requirements for warning and holding a hearing.
- Matt identified himself as the applicant and was sworn in
- Persons in attendance for the West Street Properties Hearing were asked to identify themselves, sign the sign-in sheet, and were duly sworn in.
- Matt, principal in West Street Properties, LLC, addressed the Board:
  - He confirmed mailing of the hearing notice to all original abutters and two new adjoining landowners. He noted that he has prepared an updated list of abutters (to include the two new landowners), which was accepted as *Exhibit I*, along with the proof of mailing.
  - The entire application package was accepted into evidence as *Exhibits A–H* (plus *I*)
  - Background of the 40-acre, 5-lot subdivision was briefly reviewed, noting that the original application was granted March 6, 2015, with Conditions as specified therein.

- Between the date the application was granted and the date of the current application, and while the final bounds were being drawn on the final Plat, various discussions have occurred with the neighbors who had expressed an interest in purchasing the two parcels identified on the Plat below parcels four and five (Rheaume and the Cesarios), none resulting in a purchase to this date. However, at this time there has been an expressed desire on the part of at least one party to move forward.
- Matt is requesting an adjournment of this hearing in order to allow time for the needed boundary adjustments to be settled. There will be no change in the location of the proposed new driveway for lots four and five as put forth in this application.
- Barbara queried the Board for comments or questions; attendees also invited to speak. No application-specific testimony was provided.
- Gary moved to adjourn the hearing to October 4, 7:00pm, at the Town Hall.
- The Board agreed that any potential interested persons who missed this hearing (because there was general knowledge that little would be discussed at this time regarding the application other than a request for adjourning it) would be allowed to be listed as such at the next hearing on this matter.
- The Board voted to adjourn the Hearing, 5 in favor, 0 opposed. Barbara then adjourned the West Street Properties Hearing to October 4 at 7:00pm at the Town Hall.

**Barbara then returned the chair to Matt for the remainder of the meeting.**

#### **6. Discussion of Potential DRB Contributions to Subdivision and Zoning Regulation Updates**

- Matt noted that the Board members have been invited to the next PC meeting on September 20. To that end, he had some notes regarding changes, Robin had a fistful as well. Also, they had been collaborating on the various DRB forms and procedures and would like to wrap those up for Board review and then propose the changes to the PC for incorporation into the bylaws.
- Joe indicated he would like to see an update to §282 in the *Regulations*
- Robin ran through a number of Bylaw and Regulation issues she had noted while looking up information for the revised DRB forms. She will write them out and email to all for review and consideration.
- Matt asked for an idea of which Board members might be in attendance on the 20<sup>th</sup>, several yes's (Matt, Barbara, Gary) and some (weather-dependent) unknowns.

#### **7. Other Business**

- Matt has been in touch with Sarah Jarvis, VLCT attorney, regarding a training session on the Open Meeting Law. The cost is roughly \$415 and the training can be customized per recipients' needs. He will pursue.

**NEXT MEETING: October 4 at 7:00pm, Town Hall**—all members present expect to be in attendance.

**ADJOURNMENT:** Barbara MOVED / Gary SECONDED to adjourn the meeting at 8:15pm.. *Motion passed* (7 in favor, 0 opposed)

Respectfully Submitted,  
Robin Conway, DRB Secretary

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Matt Bonner, Chair, Cornwall Development Review Board

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Barbara Greenwood, Vice-Chair, Cornwall Development Review Board