

**Cornwall Development Review Board**  
**Wednesday, September 28, 2016**  
**Meeting Minutes – Approved October 26, 2016**

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Matt Bonner called the meeting to order at 7PM; quorum established

**Present for the Board:** Matt Bonner, Bruce Byers, Barbara Greenwood, Joe Severy, Annie Wilson

**Others Present:** Adam Powers, Monica McKenna, Dennis Rheume, Norm Grenier, Kathleen Gill, Daniel Fifield, Lise Fifield, Jeff Field, Rendol Barlow, Jason Barnard, Tracy Longchamp

Joe Severy moved and Barbara Greenwood seconded that **“We approve the minutes of August 24, 2016.”** Motion carried: 4 ayes and 1 abstention.

Bruce Byers moved and Barbara Greenwood seconded that **“We approve the agenda.”** Motion carried: 5/0.

**CVFD: Discussion of Proposed Antenna**

- Matt Bonner administered the oath to Dennis Rheume and Norm Grenier.
- Dennis explained that the fire department is seeking approval to extend the North Bingham Road station tower from 35 feet to 70 feet. The present height and narrow banding after September 11, 2001 make it nearly impossible to reach all the department members. At present, the signal will not reach members in Middlebury. As most of the fire department's calls are for medical assistance, the difficulties with reception are particularly pressing. He gave the Board members a map with specs for the tower, and discussed safety issues which need to be addressed.
- Board member Joe Severy noted that the fire department needs a Conditional Use permit as the 70' would be over the height regulation for the town. In response, Dennis explained that he and the department are investigating alternatives to this plan.
- Board members then examined the town's zoning regulations in order to identify which section would allow approval. Discussion also included a possible waiver, the public safety benefit, and whether or not this is a community facility. Board consensus was to contact the town attorney to clarify these issues before it makes its decision.
- Discussion concluded at 7:37.

## **5 Trillium Partners LLC Subdivision: Sketch Plan Review**

In addition to these minutes, the proceeding was digitally recorded and is available to the public.

Matt Bonner called the hearing to order at 7:38PM and administered the oath to Adam Powers, attorney for the 5 Trillium Partnership LLC

- Mr. Powers, with the aid of a distributed sketch plan, explained that the divided parcel of 5.77± acres fronts both Cider Mill Road and Route 125 and is in the medium density district where the minimum lot size is 2 acres. Neither parcel created will result in a non-conforming lot. Approximately 2 acres will be kept with the present house. Access to the subdivided parcel will be off Cider Mill Road. The applicants have not subdivided any property in Cornwall in the last 5 years. He also explained that Lincoln Geology has done some preliminary work and affirms a septic system is viable.
- Board member Bruce Byers noted that one of the abutters is also a member of the limited liability company and wondered if this affected or would affect the use of this parcel. He did emphasize that the Board understands that an individual property owner is different from an LLC. Furthermore, Bruce encouraged discussion of the access road to the parcel and topographical issues which might be avoided by moving it elsewhere. Noting that at the next phase of the application, there must be a professional survey, including indication of frontage distances, side setbacks, all property lines, and all the development planned. The applicant must also supply a full list of abutters and their mailing addresses.
- Barbara Greenwood asked Mr. Powers to explain the reference in the Lincoln Geology letter to a replacement system. He replied that in such cases the state requires that the applicant for a wastewater permit for a new lot created by a subdivision also show that there is adequate space for a replacement system for the old system if and when it fails.
- Bruce Byers moved and Barbara Greenwood seconded that:

**“The 5 Trillium LLC proposal be classified as a minor subdivision subject to all the requirements of the Cornwall Subdivision Regulations.”**

Motion carried 5/0.

Hearing ended at 8:53PM.

Cornwall DRB Minutes – September 28, 2016 continued

## **Longchamp Subdivision – Final Application Hearing**

In addition to these minutes, the proceeding was digitally recorded and is available to the public.

Matt Bonner called the hearing to order at 8:57PM and administered the oath to Tracey Longchamp.

- This application was classified as a minor subdivision at the July 27, 2016 meeting of the Cornwall DRB. There was no one seeking interested person status.
- Tracy Longchamp entered the following into her testimony:
  - Exhibit A: Completed application
  - Exhibit B: A mylar map showing the boundary lines of the parcels and the building envelope
  - Exhibit C: Certified Mail Receipts from the mailing to all abutters
  - Exhibit D: Email correspondence with James Clancy of VTRANS indicating continuing discussion related to the proposed driveway
- Board member Byers noted that the survey before them gives a great deal of detail, but as the two parcels are in two different zoning districts, he feels there needs to be more information of the final mylar. For example, maximum coverage for each lot – Lot #1 is in V2, and lot#2 in LD. As these are indicated on the final map, there should also accompany them with a notation of lot coverage for each (V2 is 10%, LD is 3%). Bruce also reminded Tracey that the Regulations require the “building envelop” for each lot be shown. On the present map, there is no envelope shown for lot#1.
- Barbara Greenwood reminded the applicant that the final mylar needs to show setbacks for existing structure on lot#1.
- Barbara Greenwood moved and Annie Wilson seconded that

**“We approval this proposed minor subdivision subject to the following conditions:**

- 1) Final mylar survey include all setbacks in Lot#1**
- 2) The Lot coverage Maximum in Lot#2, situated in West Cornwall Village (V2) District containing 5.25 acres, shall not exceed Ten (10) percent and the Lot Coverage Maximum in Lot#1, situated in the Low Density Residential (LDR) District, containing 24.39 acres, shall not exceed Three (3) percent.**
- (3) The applicant secure a state permit for the access driveway to the subdivided lot.”**

Motion carried unanimously. Hearing ended at 8:25PM.

Cornwall DRB Minutes – September 28, 2016 continued

### **Fifield Subdivision – Final Application Hearing**

In addition to these minutes, the proceeding was digitally recorded and is available to the public.

Matt Bonner called the hearing to order at 8:26PM and administered

the oath to Jason Barnard, Rendol Barlow, Jeff Fifield, and Lise Fifield.

- This application was classified as a minor subdivision at the May 25, 2016 meeting of the DRB.

- Jason Barnard and Rendol Barlow entered the following into their testimony:

Exhibit A: Completed application including –  
Receipts from certified letters sent to abutters  
Access permit  
Narrative of the projects  
Project description  
Survey  
Site plan

Exhibit B: Map showing the parcel as surveyed, which is slightly different from the original sketch plan.

- Jason Barnard, referencing the site map with Board members, explained that the subdivided lot's building envelope is a four bedroom house, drilled well, and septic system. The state wastewater permit is in hand, as is the town access permit. Entrance will be from Robbins Road. The land is all agricultural, and he showed a contour map to the Board.

- Bruce Byers emphasized that the lots must conform with the lot coverage maximum of 3%. A short discussion ensued as to whether this should be noted on the final mylar. Attorney Barlow thought it should not be as zoning regulations change and that would necessitate frequent mylar changes.

- Bruce Byers moved and Joe Severy seconded the motion that:

**“The minor subdivision application filed by Jeff and Lise Fifield dated August 12, 2016, be approved as drawn, subject to the condition that the maximum lot coverage, as of this date (September 28, 2016) of 3% apply to the development of these lots.”**

Motion carried unanimously.

Hearing ended at 8:40

- Cornwall DRB Minutes – September 28, 2016 continued

- Resuming general meeting business, the Board was polled, and all indicated they planned on being present for the October meeting.
- Mary Anne Sullivan announced that because of serious unforeseen circumstances, she will no longer be able to take minutes for the Board.
- Annie Wilson reminded Board members of the Community Values Mapping evening at the school on October 12, 2016
- Barbara Greenwood moved and Joe Severy seconded a motion **“To adjourn.”**  
Motion carried unanimously 5/0

The Cornwall Development Review Board adjourned at 9:04PM.

Respectfully submitted.  
Mary Anne Sullivan