

**Cornwall Development Review Board (DRB)
MINUTES • February 25, 2019 • 7:00–8:45pm
Special Meeting • Cornwall Town Hall**

MEMBERS PRESENT: Barbara Greenwood, Joe Severy, Magna Dodge, Shari Johnson

ALTERNATES PRESENT: David Anderson

ATTENDEES: Benj Deppman, Churchill Franklin, Joan Donahue, Matt Bonner

1. CALL TO ORDER: 7:00pm. Barbara opened the meeting.

2. QUORUM: Established.

3. AGENDA: Magna MOVED/David SECONDED to approve the Agenda as presented.
Motion passed

4. PUBLIC COMMENT—*None*

5. DISCUSSION—Clarification of Board's 1-17-19 informational requests to Beaver Brook Properties, LLC in preliminary subdivision application for West Cornwall

- Barbara opened the discussion by appointing David to sit as a regular member of the Board and requesting that he administer the oath to those who planned to speak.
- Barbara went on to explain that this is not a hearing, but a discussion centered on the list of items the Board had requested from Beaver Brook. That list, DRB Requests for Information and Materials 1-17-19, was entered into evidence as *Exhibit Q*. An email dated 1-31-19 from William and Janet Warren was entered as *Exhibit R*.

She then asked if there had been any *ex parte* communications. Magna responded affirmatively, saying on January 18, 2019 she had a brief conversation with Churchill who had some questions regarding the 1/17/19 information request from the DRB. It was subsequently agreed that a public meeting with the full Board was the preferred way to answer questions from both Matt and Churchill, resulting in tonight's meeting.

- Matt—Addressed the issue of build-out time period, saying that their goal was not to have a lengthy build-out period, an issue which has been alluded to several times. His impression was that a real concern focused on the possibility that someone would begin construction and stop prior to completion. The plan to undertake the infrastructure installations all at the same time, rather than waiting until each lot sells, is anticipated to help alleviate the construction time frame. He noted that there were some time frame issues that would be difficult to define—such as those with Lot 10 or Act 250—as the timing was out of Beaver Brook's control. Magna concurred that a lengthy build-out time is a concern of hers. Magna then asked what Beaver Brook thought the time frame might be. Matt indicated that a year and a half at least, to get all permits and approvals in place. Churchill noted that they had already been working on this for a year at this point, having begun in February 2018. Magna questioned the time frame for the build-out in regard to equitably spreading out development costs among all lots if some sell and some remain unsold for a period of time. How will the HOA documents, specs for the housing, etc. handle this?
- David asked if the HOA would address the maintenance of the church and other historic structures within the development. Matt and Churchill responded that those issues would

be addressed by the HOA documents. A set of HOA documents will be included in the materials to be filed.

- Joe brought up the request for a waiver for the church lot, asking what their reasoning was. Matt responded that they would be amending their proposed plan in order to have the size of all lots conform to the current Cornwall zoning regulations and the church will only be used for storage. Beaver Brook will be dropping the waiver request.
- Barbara raised the issue of whether or not—if common lot sizes are adjusted and adjustments then made to building lots—the changes will be significant enough to require another Sketch Plan Review.
- Magna indicated she would like to have clarified how they envision the housing construction process. For example: will new lot owners submit their housing plans to Beaver Brook for approval before building? Will there be a list of building constraints? Matt responded that there would be a list of approved builders selected on specified criteria. Architects the same. Beaver Brook wants the development to look “as if it had always been there.”
- The Board requested that drawings or sketches be provided to show what the houses, including the two-family houses, would look like.
- Churchill noted that they could prepare a timeline as requested.
- Barbara indicated that the deadline for submission of the additional materials is 25 days before a regular DRB meeting, but cautioned that because of the time required to review the materials for completeness and to publish a warning, additional time should be allowed. Churchill commented that perhaps allowing an extra 20 days might be prudent.
- Benj said that providing more detailed information to the DRB would help with the ACT 250 submissions as well.
- Matt indicated they would go back to Green Mountain Engineering for the traffic safety study and Steve Revell for more complete reasoning behind his judgements on water issues. Barbara asked when Revell's updated report might be available and if it could be delivered to the DRB as soon as possible. The Board requested that Steve Revell provide more than mere conclusions; the basis for the conclusions should be clearly set out.
- Magna suggested that Beaver Brook re-read the Minutes of previous meetings/hearings and the letters from residents (January 19 and 31, 2019), then review their reports to ensure that reports clarified or addressed the questions and comments made by residents. She also requested that the applicants address the comments made by Janet and William Warren (*Exhibit R*).
- The Board clarified its request for a traffic safety study: the study needs to address the concern that increased traffic will make the Route 74/North Bingham intersection more dangerous. David suggested it might be helpful for the study to assess whether the Bingham Street/Rte. 74 intersection is more dangerous than similar intersections. The projected 4% increase in traffic would mean quite different things if the intersection was found to be more dangerous, or less so, than similar ones.
- Benj asked if a business plan was necessary for this project. Members of the Board indicated that a formal business plan was not necessary. What the Board wants is less formal documentation providing the information requested in *Exhibit Q*.

- Matt asked if it would be acceptable to include only new items in the update packs or must all previously submitted materials be included as well. Barbara said only new information was needed. Items that are temporary or known to be subject to change should be so indicated to avoid surprises.
- Magna noted that the Town Plan mentions “designated historic” sites listed on the Vermont State Register of Historic Places, but she could not find any information on the State website. Are the structures that are on the property listed as historic structures? Neither Matt nor Churchill knew.
- There was discussion of mailbox placement and it was suggested that the applicants might consider consulting the local postmaster regarding locating the mailboxes in a central location in the development, rather than on the road.
- Barbara—re: lot layouts: where houses are planned to be built should be indicated on the lots so people could readily identify where they would be located.

6. MINUTES:

- **February 6, 2019**—Magna MOVED/David SECONDED to approve the February 6 Minutes. Motion passed
- **January 14, 2019**—Magna MOVED/Shari SECONDED to approve the January 14 Minutes. Motion passed
- **January 10, 2019**—Shari MOVED/Magna SECONDED to approve the January 10 Minutes with corrections. Motion passed

7. Other Business—

- **Hiring a hydrogeologist**—The Board discussed how to approach hiring their own independent hydrogeologist to advise the Board regarding water issues.

8. Upcoming Meetings

- **Wednesday, March 6**—To be cancelled as there is no business scheduled.
- **Wednesday, April 3**—Regular meeting, election of Board officers. Everyone expects to be available.

NEXT MEETING: April 3 at 7:00 pm, Town Hall

ADJOURNMENT—Meeting was adjourned at 8:45PM.

Respectfully Submitted,
Robin Conway, DRB Secretary