

**Cornwall Development Review Board (DRB)
MINUTES • June 3, 2019 • 7:00–8:30pm
Cornwall Town Hall**

MEMBERS PRESENT: Barbara Greenwood, Magna Dodge, Shari Johnson, David Anderson

ALTERNATES PRESENT: Gary Barnett

ATTENDEES: Elizabeth Napier, Bethany Barry Menkart, Allison Quinttus

1. CALL TO ORDER: 7:03pm. Barbara opened the meeting.

2. QUORUM: Established.

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

4. MINUTES:

- *May 1, 2019*—Magna MOVED/David SECONDED to approve the May 1 Minutes as amended. *Motion passed.*

5. ANNOUNCEMENT

- Barbara announced that she has recused herself from the Cheetham matter

The Town has received an application for a sketch plan review meeting from Nigel Cheetham, relating to a proposed subdivision of the property located at 1787 Sperry Road. I am an abutter. I have recused myself from that matter. Joe Severy will be handling all aspects of it.

I also want to let the Board know that my husband has approached Nigel to see whether he might consider selling us a small strip of land at the corner of Sperry Road and North Bingham that forms part of the land proposed for subdivision.

6. PUBLIC COMMENT

- *E. Napier, B. Menkart, A. Quinttus*: All were there to voice comments/questions regarding the Beaver Brook application—

- 1) In response to a question regarding newly submitted documents and how the public would access them, Barbara explained that new materials should be submitted 25 days prior to their related hearing. As far as submitting comments regarding materials filed in May is concerned, she suggested that it would be appropriate to wait until after further material is submitted, the material is deemed complete, and a hearing is scheduled. The Board welcomes comments from the public in writing or orally at the hearing.
- 2) When asked how abutters would be advised of the hearing, she responded that the hearing would be warned in the usual and required manner (newspaper, local postings in Town, website) and that abutters would be noticed directly.
- 3) Warnings advise where and when supporting documentation can be accessed by the public
- 4) In response to a question about whether an earlier special meeting had been adequately noticed, the Board said it had, noting that the DRB provides notifications as required by Statute and by the Town *Subdivision Regulations*.

7. ROBART HEARING—

- Barbara read the following statement regarding the Robarts' withdrawal of their application for Conditional Use approval:

"I want to announce for the record that Jason and Sarah Robart's application for conditional use approval will not be proceeding. The application relates to their property at 339 Parkhill Road and seeks approval to use the barn and approximately 5 acres as a commercial event venue for private parties.

I have received an email from Jason Robart, dated May 28th, in which he advised the DRB that he and Sarah have decided to officially withdraw their application.

We have accepted that withdrawal. A copy of Jason's email has been placed in the Town file.

Due to the withdrawal of the application, no decision will be issued.

Any future application will be heard from the beginning of the applicable review process and under the regulations then in existence, and reviewed in consideration of the facts in existence at the time it is received. Practically speaking this means that any new application will be reviewed by the DRB without prejudice."

- Notice of the withdrawal will be mailed to all persons who signed in to the May 1 hearing and provided a USPS address.

8. DRB CURRENT FORMS—Discussion

- One draft form has been finalized and sent to Sue for web posting.
- Multi-purpose form—draft was provided to Board members for review prior to this meeting.
 - A few changes to the draft were suggested
 - Barbara will make the revisions, Magna will proof, the document will then be forwarded to Sue for posting.

9. UPCOMING MEETINGS—

- **July:** Previously rescheduled for **Tuesday, July 9**—all expect to be available.
- **August:** Previously rescheduled for **Thursday, August 1**—all expect to be available.

10. OTHER BUSINESS—

- **VLCT Spring Planning/Zoning Workshop**—information provided to Board members
- **Beaver Brook**—The materials submitted May 9 were deemed incomplete, hence no hearing was scheduled for this date.
- **Flood Resiliency**—Conor Stinson, PC Chair, has invited the Board to a discussion hosted by the PC and presented by Andrew L'Roe from the ACRPC, on flood resiliency. Any members interested in attending were encouraged to do so. The presentation will be on June 19.

NEXT MEETING: July 9 at 7:00 pm, Town Hall

ADJOURNMENT—Meeting was adjourned at 8:30pm.

Respectfully Submitted,
Robin Conway, DRB Secretary