

Approved: _____, 2021

**Cornwall Development Review Board (DRB)
MINUTES • March 3, 2021 • 7:00–7:50pm
Meeting • Virtual via ZOOM**

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

ALTERNATES PRESENT: Joan Lynch, Cheryl Cesario

ATTENDEES: Ross Gregory, DRB candidate

CALL TO ORDER: at 7:00pm by Barbara, DRB Chair

1. **ESTABLISHMENT OF QUORUM**—Established
2. **APPROVAL OF AGENDA**—Magna MOVED, Shari SECONDED, to approve the Agenda as proposed. *Motion passed.*
3. **APPROVAL OF MINUTES:**
 - **December 2, 2020** (hearing)—Magna MOVED, David SECONDED, to approve the **December 20 Minutes** as amended. *Motion passed.*
 - **January 6, 2021, and February 3, 2021** (cancelled meetings)—Magna MOVED, Shari SECONDED, to approve both the **January and February, 2021, Minutes** as presented. *Motion passed.*

4. **TECHNICAL ANNOUNCEMENT:**

• ***Withdrawal of Foote Farm Vermont, LLC Application***—

At our last DRB meeting, held on December 2nd, 2020, the Board held a sketch plan review meeting to consider a subdivision application filed by Foote Farm Vermont, LLC. The application involved proposed modifications to the Foote Farm final subdivision plat that was approved in 2005. The Applicant sought to subdivide Lot 15 into two lots, and to deed Lot 14 to the Foote Farm HOA as common land.

I want to announce that the Applicant has withdrawn the application. Due to the withdrawal, no decision will be issued. The DRB has accepted the withdrawal.

Any future application will be heard from the beginning of the applicable review process and under the Cornwall regulations in existence at the time of such future application.

Practically speaking this means that any new application will be reviewed by the DRB without prejudice.

5. **UPCOMING BOARD CHANGES:**

- ***Joe Severy***—Joe has decided, after many years of service to Cornwall on the DRB, the previous ZBA, and the Planning Commission, that he will not seek re-appointment to the DRB. The Board, unanimously, thanks him for those years of service and wants him to know they will miss his wisdom and advice.
- ***Shari Johnson***, whose term is up, has expressed her desire to seek re-appointment by the Selectboard. The Board is pleased and will recommended her re-appointment by the SB.

6. **DISCUSSION WITH POTENTIAL CANDIDATES:**

- Barbara introduced Ross Gregory who has expressed his interest in joining the DRB. Board members have received his resume and Barbara now invited him to offer any additional details and further explanation of his DRB interest.
- ***Ross Gregory***
 - Ross and his family have lived in Cornwall for 10 or so years now. They have two

children, one of whom has moved away and one who remains here and attends Middlebury High School.

- For the last several years Ross has been the manager of his wife's ophthalmology practice.
- Prior to holding those positions he practiced law for 15 years in Oklahoma, specializing in Real Estate work.
- He feels strongly that his interest in land use and his experience in the legal issues surrounding such work, regardless of the differences in Oklahoma and Vermont laws, will serve the Town well. He looks forward to the opportunity to participate in the DRB's work and to continue his land use interests.
- Board members expressed their pleasure at his volunteering for a role on the DRB. Magna MOVED, Shari SECONDED, that Barbara submit the Board's recommendation for the appointment of Ross Gregory to the DRB to the SB for consideration at their March 16 meeting. *Motion passed.*
- It was noted that Bill Goodman was recently appointed by the SB as Assistant ZA.
- Board went on to discuss the use of Zoom for DRB virtual meetings.

7. DISCUSSION OF DRB FORMS:

- The application forms have been reviewed as the majority are not complete when submitted to the ZA, creating a delay in their review by the DRB. Applications can not be submitted to the DRB unless they are complete, per Statute.
- Several related issues were noted (number of copies required and why, map sizes, etc). Discussion ensued on the reasons, no changes were made.
- Regarding the forms themselves, a couple of changes were proposed for the Subdivision application, and several changes were proposed for the Variance/Waiver/Conditional Use application.
- David MOVED, Magna SECONDED, to accept the proposed changes. *Motion passed.* Barbara will finalize and have the revised forms posted to the website.

8. AVAILABILITY FOR NEXT MEETINGS:

- *April 7, 2021*—All expect to be available.
- *May 5, 2021*—All expect to be available.

9. ANY OTHER BUSINESS:

- *Old*—None
- *New*—None

ADJOURNMENT— Magna MOVED, David SECONDED, to adjourn. Motion passed.

Respectfully Submitted,
Robin Conway, DRB Secretary