

CORNWALL DEVELOPMENT REVIEW BOARD (DRB)**Regular Meeting February 7, 2024 7:00 -8:35pm****In Person (Town Hall) & Virtually (via ZOOM)****Members Present: Barbara Greenwood, Shari Johnson, Molly Daily, Kymberly Breckenridge, Douglas Black****Alternates: Adam Eckhardt****Guest Attendees: Conor Stinson, Don Burns, Mickey Heineken****1. Call to Order:** 7:05 pm Barbara Greenwood, Chair; recording begun**2. Establish Quorum:** Established**3. Agenda Approval:** Shari MOVED, Molly SECONDED, to approve the Agenda as presented. *Motion passed.***4. Approval of Minutes:** Douglas MOVED, Kymberly SECONDED, to approve the **Minutes of January 3, 2024** as presented. *Motion passed.***5. Discussion:** Two issues to discuss

- **Act 47**—The Town Attorney was asked to comment on the Act 47 provisions and to recommend which the PC should focus on when revising the zoning and subdivision regulations. Barbara made a checklist of items she felt might be deserving of PC focus as they reflect on the DRB's functions and how Act 47 and other revisions might impact those functions:
- *Concern regarding the possible provision of minor subdivision review by the ZA.* Barbara felt the point of Administrative Reviews of minor subdivisions was to make it easier to subdivide. This has not been an issue for Cornwall to this point. Her concern focused on the level of review detail between a ZA review and a DRB review, a DRB review likely being more intense and more thorough than an Administrative Review. She noted an example of a proposed 4-lot subdivision, revised to be a 3-lot division and thus a minor subdivision, which in fact was required to be reviewed as a major due to 2 of the lots being interior lots and thus requiring the major subdivision review.
- *Residential parking*—DRB has not had any reviews requiring a decision on residential parking.
- *Duplexes and Multi-unit structures*—several questions arose, primarily focusing on the municipal water/wastewater provisions and their relationship to multi-unit housing.
 - **Mickey**, as a member of Cornwall's newly formed Housing Committee, wondered if Act 47 requires municipal water and wastewater in order to develop multi-unit housing? The Committee's survey indicated the Cornwall Village area was a desirable location for an affordable housing area, but lack of municipal water/wastewater could preclude that. He would like to know what would or would not be allowed before the Committee spends time on planning affordable housing only to find it will not be allowed.
 - **Shari** thought the ACT 47 provisions regarding municipal water/wastewater do require that they be in place for multi-units to be developed.
 - **Barbara** noted that Mickey's question might be better referred to the RPC. Cornwall currently allows multi-units to be developed in all districts. Additionally, a PUD could provide bonus lots that might help increase housing options.
 - **Mickey**—Achieving a better sense of centralization would be easier if affordable housing

options were centered in one area rather than scattered throughout the town.

- **Shari** noted that neighbors might be concerned about well water depletion if large number of new households drew from the same aquifer as existing wells as had arisen from neighbors of a West Cornwall subdivision.
- **Barbara** suggested Mickey might check with Sue about the Town Hall septic, which she though had to be shared with the Library building. She also thought that there had been issues with the septic proposal for the old Cornwall Store lot.
- **ADUs**—Question arose as to how many were allowed? Barbara noted that the DRB has not reviewed any and one potential proposal was dropped.
- *Emergency Shelters*
- *Restrictions on developments*
- **Working collaboratively with the PC**
 - **Conor** explained how the PC was planning to work on the zoning/subdivision regulations. The plan at this point is to read and study the sections of the two sets of regulations and note any instances of items that might need revision. They want to prioritize those items, particularly those which impact the DRB, as well as the Act 47 provisions. Additionally, they have a list of about 10 items from a previous ZA that he had felt needed attention. The items were in the PC's Oct 18, 2017 Minutes and had to do mainly with clarifications. He noted that Short-Term Rentals might come up as an issue over the next couple of years (STRs came up in the Oct 18 Minutes and related comments). The PC intends to do a narrower time-slot than occurred with the recently revised Town Plan.
 - **Barbara** noted there was no need for PC to prioritize DRB issues as DRB will review the regulations when issues arise regarding whether or not something is allowed. An example of clarification that would be helpful is in regard to the difference between waivers and variances to help people understand that variances are very difficult to get, by design. Thus the Legislature developed the waiver provision so that there is an easier path in certain circumstances.
 - **Shari** asked if the proposed regulations will be presented to the town prior to finalizing?
Conor: Yes
 - **Don:** DRB input would be facilitated if DRB delegates came to the PC meetings.
 - **Barbara** noted that it would be very helpful if the PC started with the existing regulations and added changes to a red-lined version so people could see what was changed and how it differed from the original, or what the change is if it is a new addition. Also, if the PC notifies the DRB about specific sections it plans to discuss, the DRB can select delegates to attend that meeting if the DRB feels their input is needed.
 - **Don** felt that it would be better if the DRB selected one or two delegates to attend whichever meetings they feel are of importance to them, rather than having different delegates each time. By having the same persons always be the delegates, they will have a continuous exposure and better sense of how the PC works.
 - **Conor** noted that the PC anticipates doing the bulk of the work themselves, but will seek professional and/or technical help as needed.

6. Other Business

- **Old:**
- **Zoom:** Douglas and Molly will look into how to set up screen sharing during meetings.

- **New:**

- **Recreation Department Proposed Plan:** They have been advised to bring a Site Plan Review application to the DRB. If the application comes in by Friday, the 9th, it will be scheduled for a March or April hearing

- **Deep Dive:** Kymberly is interested if the hearing is in April. Shari will help with this if in March.

7. Meeting Availability

- **March 6:** All but Joan available.

- **April 3:** All available, though Shari uncertain.

8. Adjournment: At 8:35pm Shari MOVED, Douglas SECONDED, to adjourn the meeting. ***Motion passed.***

Respectfully submitted,
Robin Conway, Board Secretary