

I. Call to Order

Members Present: Matt Bacewicz, Chair; Elsie Goodrich, Secretary; Aaron Guyette; David Weissberger; Jordan Matte

City Staff Present: Eric Vorwald

Guests Present: Greg Dixon, Martin Courcelle, Jane Ransom, Alain Brunet, Jason Ruwet, Matt Parisi

Call to Order by: Matt Bacewicz

Meeting Start Time: 6:38 PM

Minutes Recorded by: Eric Vorwald

II. Changes to the Agenda

None

III. Public Comment

None

IV. Approve Previous Meeting Minutes

Decision: 5 – 0

Motion by: Mr. Weissberger

Second: Ms. Goodrich

Mr. Weissberger made a motion to approve the minutes as presented. All were in favor.

V. Public Hearing on Final Subdivision – 165 East Spring Street

A hearing on the final subdivision plan was opened at 6:41 PM. Mr. Bacewicz swore in those members providing testimony. Following this, Mr. Vorwald provided an overview of the project and indicated that the proposed subdivision was previously reviewed by the Development Review Board as a sketch plan and a preliminary plan. He also indicated that, the applicant is also requesting a wavier to accommodate the existing two-unit dwelling on the property. Finally, he stated that, while the plans show proposed development on the new lot (lot 2), the request was only for the subdivision and the development was being shown as an indication that development could occur on the proposed lot.

Following Mr. Vorwald's overview, Mr. Courcelle provided a detailed overview of the project in relation to the comments and conditions that were included in the decision from the DRB on the preliminary plan. He highlighted several easements that may be needed based on comments from the City's Department of Public Works related to sight distances, and a potential easement

for a sewer connection.

After additional details on the updated plan, Mr. Bacewicz requested additional detail related to the easement across Norman Court. With that Mr. Ruwet provided detail on the research he had done related to rights of access related to Norman Court and indicated that, there is a clear chain of title permitting the use of Norman Court to access the existing two-unit dwelling at 165 East Spring Street.

The DRB members had additional questions related to replanting of the existing driveway area to be removed and setbacks for both lots. Following these questions Mr. Bacewicz asked if there were any questions or comments from the public. Mr. Parisi asked for clarification on the DRB's role in future development. Mr. Vorwald indicated that it would depend on the specific request that came forward for development, but if no changes were proposed to the subdivision, the plan that was presented would not need to come back before the DRB. With no other questions, the hearing was concluded at 7:20pm.

VI. Public Hearing on Site Plan Review – 1 Tigan Street

A hearing on the site plan review for 1 Tigan Street was opened at 7:21pm. Mr. Bacewicz swore in those members of the public providing testimony on the matter. Following this, Mr. Vorwald provided an overview of the request and noted that no new buildings were proposed.

Next, Mr. Dixon gave a more detailed overview of the existing use at 1 Tigan Street and why the project was proposed. He discussed the primary business that occupies the building at 1 Tigan Street and stated they were proposing the changes to the site to accommodate storage containers, including tractor trailers, that would be filled with parts and then moved off site. Mr. Dixon also highlighted stormwater improvements that were proposed as part of the plan.

The DRB asked questions related to grading, stormwater, control, and similar questions. Mr. Dixon indicated that the Tigan Industrial Park is all under one stormwater permit that would need to be amended to accommodate the proposed site plan upgrades. He also stated that there is an existing Act 250 permit that may need to be updated as well. With no additional questions or discussion, the hearing was concluded at 7:33pm.

VII. Sketch Plan Review – Planned Unit Development – 205 West Allen Street

Mr. Vorwald provided an overview of the sketch plan for the proposed Planned Unit Development (PUD) at 205 West Allen Street. He stated that a PUD is considered a major subdivision and therefore requires a sketch plan review prior to a formal submission. He also noted that this was not a hearing, therefore the comments that would be provided by the DRB would be non-binding and only advisory as the applicant prepares a preliminary plan.

Next, Mr. Dixon provided information related to the proposed PUD. He indicated that the intent was to keep the existing dwelling and develop two new units on the property to provide multi-bedroom housing. He stated that the intent would be to make this a condominium to allow for the sale of the individual dwellings, once established. Mr. Dixon provided an overview of the site including the relocation of the curb cut and driveway, and stated that a waiver would be requested to allow the existing dwelling to remain as is. Mr. Vorwald noted that the existing dwelling is listed on the State Register of Historic Places.

The DRB asked several general questions about the project including the development pattern in this area of town, but since this was still a sketch plan, the discussion was limited. Mr. Bacewicz asked if anyone in attendance was interested in speaking to the project. Ms. Ransom indicated that she was an adjacent property owner and was interested in screening between this

project and her property. Mr. Dixon indicated that screening was proposed, but would work to ensure this was included. With no other questions, the discussion on the sketch plan was concluded.

VIII. City Updates

Mr. Vorwald provided an update on the Environmental Court's decision related to 9 George Street.

IX. Other Business

Mr. Vorwald indicated that the next meeting, if necessary, would be on December 15th. He also stated that the deadline for that meeting was November 18th. He also noted that he would distribute a submission schedule for the DRB consideration.

X. Adjourn

Motion by: Ms. Goodrich

Second: Mr. Weissberger

Meeting End Time: 8:01 PM

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