

WEST WINDSOR DEVELOPMENT REVIEW BOARD

Draft Minutes
November 13, 2012

Present: Glenn Seward, Shannon Harrington, Hal Pyke, Genevieve Lemire, Barbara Truex, Scott Hammond, Martha Harrison

1. Call to Order – DRB Chair Glenn Seward called the meeting to order at 6:30 PM.
2. Changes to the agenda – None
3. Public Hearing - Glenn opened the public hearing on application #2480 by Scott Hammond for final plat review of the 2-lot subdivision of parcel #6-102.1 at 1184 Hammond Hill Road. Glenn asked if there has been any ex parte communication. The DRB members all said no. Glenn noted that there are no interested parties present other than the applicant so he did not read the definition of an interested party but he did swear Scott in. Glenn noted that the DRB has received the final plat, although the document before them is a copy of the Mylar and not the original. Barbara asked Scott if the final plat is the same as the preliminary plat. Scott said yes. The DRB reviewed the list of applicable requirements for Final Plan Review (Appendix D of the Subdivision Regulations). Glenn noted that Town Clerk Cathy Archibald has recorded the Mylar and was hesitant to let it out of the vault and leave it out of the vault overnight. Because the applicant testified that there have been no changes, Martha provided the DRB with the preliminary plan to assist with their review of the “notes” section, which was not shown on the copy provided by the Town Clerk. Scott confirmed a deeded septic replacement area. Martha confirmed that a Wastewater and Potable Water Supply permit and a General Permit for the wetland portion of the project have been issued by the state. Scott asked what happens to their right-of-way if CVPS moves the power lines. Glenn said he thinks CVPS would deed the right-of-way back to Scott. There being no further comments or questions, **Glenn moved to close the public hearing. Barbara seconded the motion, which passed unanimously. Glenn moved to go into deliberative session. Barbara seconded the motion, which passed unanimously.**
4. Discuss sign regulations – Martha explained the sign situation at the Lucy MacKenzie Humane Society and noted that the combined square footage of the two signs is more than 30 but less than 50. The DRB members agreed that an upper limit of 50 square feet would only apply if the Humane Society were proposing one sign for a group of non-residential uses. Genevieve wondered if the sign is too close to the road. The DRB agreed that the sign can be used as a temporary sign in accordance with Section 1.7(14) or reduced in size so that the total square footage of the two signs is not more than 30. Martha suggested that the sign regulations should be clarified. The DRB agreed.
5. Review Coakley stipulation – Glenn said it appears that Mr. Coakley is in violation of the stipulation. Glenn said he has spoken with Town Attorney Matt Birmingham about it and Matt will discuss the matter with Mr. Coakley’s attorney. Glenn said the town cannot allow blatant disregard for rules and regulations. Shannon asked about placing a lien on the property. Glenn said Matt will recommend a course of action. The DRB noted that the stipulation specifies that the rock cannot be removed from the property.
6. Minutes – October 9th: **Hal moved to approve the minutes of October 9th. Shannon seconded the motion, which passed unanimously.**

7. Other Business – McCarthy: Shannon asked for an update on the McCarthy project. Martha said they are going to have a new well dug. Martha added that they found a second-hand home with smaller dimensions and wanted to know if that was okay. Martha said she told the representative from the Windham Housing Trust that smaller is fine as long as all the DRB's conditions are met. Martha said she doesn't know if the smaller size will affect that state's wastewater requirements or not. Resignation: Glenn noted that he received a note from Hal Pyke today indicating that he will resign from the DRB as of January 1, 2013. Glenn thanked Hal for his efforts and the DRB members wished him well.
8. Adjourn – **Glenn moved to adjourn at 7:15 PM. Barbara seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison