

Draft

**Town of West Rutland Development Review Board (DRB) Special Meeting Minutes
March 22, 2017 6:00 pm Town Offices, 35 Marble St. W. Rutland**

DRB Members Present: Mike Moser, Denis Lincoln, Leona Minard, Tim Ponto, Jim Mumford

Also Present: Jeffrey Biasuzzi, Zoning Administrator & recorder.

Chairman Moser called the Special Meeting to order at 6:03pm, and led the attendees in reciting the Pledge of Allegiance. The meeting was not electronically recorded.

M. Moser asked for a Motion to accept the Meeting's Agenda. D. Lincoln Moved to accept the Agenda, all approved, Motion passed.

There was no Public in attendance to submit comments.

M. Moser asked for a **Motion** to enter Deliberative session, to continue review of Application 17-01, by Stewart's Shops Corporation, for store renovations and additions to the store at 232-4 Main Street. The Zoning Administrator was asked to attend. T. Ponto so Moved to go into Deliberative Session, all approved and Motion passed.

M. Moser later asked for any further comment and/or a **Motion** to exit Deliberative Session. J. Mumford Moved to come out of Deliberative Session, all approved, and Motion passed.

The Zoning Administrator was instructed to contact the Management of Stewart's Shops Corp. and relay the following requests, in keeping with Site Review criteria (Section 903 of the Zoning Regulations):

- a. That additional exterior trash receptacles be located so to encourage patrons leaving the grounds not to litter.
- b. Beyond "advising" store employees to address outside litter pickup; a regular scheduling of exterior "policing" of the trash containers and grounds be initiated; adequate to respond to customer traffic levels during hours of operation, and minimize trash from leaving store premises.
- c. To minimize off-site illumination; make all effort possible to direct exterior lighting units down or inward, and/or away from neighboring residences. Regular light timer maintenance practices should turn the exterior lights on not earlier than ½ hour before store opening; and off not longer than ½ hour after store closing.
- d. A 6' high fence be installed along the western property line; with a long enough run to buffer off-site lighting, noise and wind blown trash. The site plan indicates that this fence would be west of the existing vegetative hedge row, so it should not interfere with the hedgerow or the present snowplowing pattern. The boundary location would not interfere with the 16 foot wide Right of Way to the northern Ownership.
- e. That the Dumpster be located & fenced as shown on application's site plan; and service hours to be between 7:00 am and 10:00 pm.

M. Moser asked for a **Motion** to continue the Deliberations for Application 17-01 until their next regular Meeting, to be on Wednesday April 19, 2017, starting at 7:00pm at Town Offices. This would offer time for Stewart's Shop management to respond to the Board's requests. D. Lincoln so Moved, all approved, and Motion passed.

M. Moser requested a **Motion** to accept the meeting minutes of 3/15/2017. D. Lincoln Moved to accept said minutes, all approved, Motion passed.

M. Moser reviewed and signed approval on the final survey mylars for Application 16-37 (Brzoza) and Application 16-39 (Marshall & Dennison).

M. Moser asked for a Motion to close the Meeting. J. Mumford Moved to ADJOURN the Meeting, all approved and the Meeting ended at 8:45 pm.

Respectfully submitted by

Jeffrey Biasuzzi

Approved _____

