

DRAFT

**Town of West Rutland Development Review Board (DRB) Meeting Minutes
January 17, 2018 - 7:00 pm - at Town Offices, 35 Marble St.**

DRB Members present: Mike Moser, , Rick Hart, Tim Ponto, : J. Mumford
DRB Member Absent: Denis Lincoln

Also Present: Jeffrey Biasuzzi (Zoning Administrator, Recorder), Attorney Chris Blanchard

Chairman M. Moser called the Meeting to order at 7:01 pm, and led the reciting of the Pledge of Allegiance. The Meeting was not electronically recorded.

M. Moser requested a MOTION to accept the Meeting agenda. T. Ponto made the MOTION to accept the agenda; all approved, and MOTION passed.

NEW BUSINESS:

M. Mosher swore in all interested Parties who intended to participate.

M. Moser opened the discussion on correction and clarification language requested of the attorneys; with regards to the DRB Decision signed 12/11/2017 for Permit 17-27 for property belonging to **S. J. Wilk Property LLC** (SJWilk) and **Wilk & Wilk Realty Inc.** (WWR).

This two-part permit approved:

1. A minor Subdivision of Parcel #4020730, a 3.8+/- acre property owned by Wilk & Wilk Realty Inc. (WWR); with two sections fronting on US Rt. 4A, and bisected by the Clarendon River. The proposed subdivision would run along the centerline of the Clarendon river, creation two smaller lots of approximately 1.9+/- acres each.

2. A Boundary Line Adjustment (BLA) which exchanges two small areas between SJWilk and WWR. The Zoning Administrator (ZA) stated that he did not object to the correction or clarification language requested; but that the ZA did not have the authority to alter a final decision without DRB approval.

Chris Blanchard, the Applicant's attorney, explained there was a typographical error in the subdivided lots acreage, on Line #1 of the Decision & Order which should be corrected to be 1.9+/- Acres. The Zoning Administrator agreed.

Attorney Blanchard then described how the BLA could be amended to clarify the resulting parcels description; which was necessary to satisfy the Title Insurance Company's requirements. M. Moser asked if the draft revisions proposed by the attorneys changed the Site Plan or the permit language that was initially approved. Mr. Blanchard stated it did not change the nature of the approved permit; just improved the descriptive language.

M. Moser polled the Board Members and ZA for any further questions or comments. Hearing none; T. Ponto made a MOTION to forgo Deliberative Session; approve to amend the Decision's language as requested; and authorize the ZA to prepare a Draft Amended Decision for the Board to review. If acceptable the Chairman would be authorized to sign the Amended Decision on behalf of the DRB. All approved, and MOTION passed.

The ZA then reviewed the survey mylar for the application, noting it lacked required language per Section 320.1 of the Subdivision Regulations; but was otherwise the same as the paper Site Plan approved by the DRB. J. Mumford made a MOTION to approve the mylar, with addition of the required language, and authorize the Chairman to sign, and the ZA to then record.

OTHER BUSINESS:

M. Moser requested any public comment; receiving none.

The draft Minutes of the November 15, 2017 Meeting were reviewed and a typo error noted. T. Ponto made a MOTION to approve the Minutes with the correction. All voted in favor and MOTION passed.

The ZA updated the DRB on the Stewart's Shop project, and current plans to reduce the addition's size to adjust for the sewer main and pumping station problems recently discovered. Once Stewarts and the Town agree on an engineered solution, the DRB should plan to review the revisions and amend the existing Permit. The board members discussed how this and future projects should involve all appropriate town departments; who can then submit comments and concerns. Use of performance Bonds for future projects may be recommended.

M. Moser briefly described some recent conversations regarding future business development.

The next regular meeting of the DRB was scheduled for Wednesday, February 21, 2018, at 7:00 at Town Office; providing there is official business to conduct.

M. Moser asked for a MOTION to close the Meeting. R. Hart MOVED to conclude the Meeting. All approved, Motion passed, and the Meeting adjourned at 8:17 pm.

Respectfully submitted by

Jeffrey M. Biasuzzi, recorder

Approved by the DRB on _____, by _____
Chairperson