



## DEVELOPMENT REVIEW BOARD

Meeting Type:.....Regular Meeting  
Date:.....October 26, 2017  
Time:.....6:30 p.m.  
Place:.....Municipal Building Community Room  
Address:.....43 Bombardier Road Milton, VT 05468  
Contact:.....(802) 893-1186  
Website:.....www.miltonvt.org

### MEETING MINUTES

- 1 **1. CALL TO ORDER**  
2 The Chair called the meeting to order at 6:33 p.m.  
3
- 4 **2. ATTENDANCE**  
5 **Members Present:** Bruce Jenkins, Chair; Henry Bonges, Vice Chair; Julie Rutz, Clerk; Robert Brisson  
6 **Members Absent:** Karen Trombley, Alternate  
7 **Staff Present:** Victor Sinadinowski, Town Planner  
8 **Public Present:** David Shenk  
9
- 10 **3. AGENDA REVIEW**  
11 None.  
12
- 13 **4. PUBLIC FORUM**  
14 None.  
15
- 16 **5. Continued HEARINGS:**  
17 **5(A) Richard and Daren McLay, Applicants and Owners,** requests Conditional Use and Site Plan  
18 Amendment approval for the property located at 266 Cold Spring Road. The proposal is for the construction  
19 of a retaining wall along the waterfront of Lake Champlain. The property is a 1.5-acre lot, described as  
20 SPAN 12316, Tax Map 39, Parcel 8, and is located in the Shoreline Residential Zoning District (R6).  
21
- 22 MOTION by Rutz to CONTINUE HEARING for Richrad and Daren McLay to November 9, 2017. SECOND  
23 by Bonges. APPROVED.  
24
- 25 **6. NEW HEARINGS/BUSINESS**  
26 **6(A) Sherk Properties II, LLC, Applicant and Owner,** request Site Plan Amendment approval to  
27 construct three new mini-storage buildings and a small salt shed. The property located at 76 Gonyeau  
28 Road and is described as Tax Map 3, Parcel 5 and SPAN 11327. The property consists of approximately  
29 4.12 acres and is located within the General Industrial (I2) Zoning District.  
30
- 31 The Chair administered the Oath to Interested Persons.  
32
- 33 1. The Applicant agreed that the DRB may require that the Applicant schedule a site visit prior  
34 to closing the hearing. Rutz asked to waive the decision until the DRB was done with the  
35 hearing.
  - 36 2. The Applicant agreed all mini-storage buildings on the premises must be compatible in  
37 scale, orientation, design materials and color with one another.

- 1 3. The Applicant agreed the building exteriors must use muted or neutral colors that would  
2 help blend the buildings into the surrounding landscape and must not use intense or  
3 vibrant colors or patterns that would call attention to the buildings.
- 4 4. The Applicant agreed that the DRB may require the Applicant to include additional parking  
5 spaces to meet the requirements of UDR 3202.
- 6 5. The Applicant agreed not to locate additional parking within any setback yards.  
7 A. The Applicant stated that all the buildings count as a principal building.  
8 B. The DRB interpreted the UDR is applying the site landscaping standards to this  
9 situation.
- 10 6. The Applicant agreed to provide a landscaping surety to guarantee the completion of the  
11 approved landscaping. The Applicant agreed to submit a written cost estimate for the  
12 proposed trees from a landscape contractor, and a performance bond shall guarantee their  
13 survival for three years from installation. The surety must be established prior to the  
14 issuance of a Zoning Permit. The Applicant is not proposing any landscaping at this time.
- 15 7. The Applicant agreed that the landscaping must be maintained in a healthy condition, and  
16 dead or dying plants must be replaced within one growing season with comparable plants.  
17 A. The Applicant agreed that outdoor lighting will be regulated to reduce its obtrusive and  
18 disruptive aspects, and will be limited to the minimum necessary for safety, security and  
19 nighttime use of the property. The Applicant informed the DRB that 6 LED lights will  
20 be attached to the center building.
- 21 8. The Applicant agreed to obtain all required State permits and approvals to construction.
- 22 9. The Applicant agreed to submit two full-sized (to scale) and two reduced (11 x 17) complete  
23 final plan sets depicting the requested changes. The revised plans must be deemed Final by  
24 the Town Planner prior to being eligible for a Zoning Permit from the Zoning  
25 Administrator. The Applicant agreed to submit one plan set for staff review prior to  
26 submitting all copies of the Final Plan sets.
- 27 10. The Applicant agreed a Zoning Permit is required prior to construction/use and an  
28 associated Certificate of Compliance is required after construction is complete (and prior to  
29 occupation/use).
- 30 11. The Applicant agreed the Zoning Permit and Site Plan Approval shall expire two years from  
31 the date of issuance if the Applicant does not receive a Certificate of Compliance by this  
32 date. The Applicant may apply to the Zoning Administrator for a single one-year extension  
33 for the identical project.
- 34 12. The Applicant agreed that omission or misstatement of any material fact by the Applicant or  
35 agent on the application or at any hearing which would have warranted refusing the permit  
36 or approval shall be grounds for revoking the permit or approval at any time.

37  
38 The Chair closed the hearing at 7:04 p.m.

39  
40 **7. OTHER BUSINESS**

41 **7(A)** The DRB agreed to meet at 6:30 p.m. on November 9, 2017.

42  
43 **8. APPROVAL OF MINUTES**

44 MOTION by Rutz to approve the Minutes of October 12, 2017. SECOND by Brisson. APPROVED.

45  
46 **9. ADJOURNED**

47 MOTION to ADJOURN at 7:08 p.m. by Brisson. SECOND by Rutz. APPROVED.

1  
2 **Minutes approved by the Development Review Board this \_\_\_\_\_ day of \_\_\_\_\_, 2017.**  
3  
4  
5 **Bruce Jenkins, Chair** \_\_\_\_\_ /swm  
6  
7 **Draft filed with the Town Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017.**  
8  
9 **Filed with the Town Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017.**