



DEVELOPMENT REVIEW BOARD

Meeting Type:..... **Regular Meeting**
Date:..... **Thursday, July 27, 2023**
Time:..... **6:00 p.m.**
Place:..... **Community Room or Via Zoom**
Address:..... **43 Bombardier Road**
Contact:..... **(802) 893-1186**
Website:..... **www.miltonvt.gov**

MEETING MINUTES

*Bruce Jenkins, Chair; Nick Smith, Vice-Chair; Julie Rutz, Clerk; Scott Turner; Maryalice Callahan;
Henry Bonges, Alternate; Bob Brisson, Alternate; Bill McSweeney, Alternate*

MINUTES

1. Call to Order

The meeting was called to order by B. Jenkins at 6:00 P.M.

2. Attendance

DRB Members Present: Bruce Jenkins, Chair; Nick Smith, Vice-Chair; Julie Rutz, Clerk; Maryalice Callahan; Bill McSweeney, Alternate

DRB Members Absent: Scott Turner

Staff: Amanda Pitts

Hearings: Beverly Bronson

3. Agenda Review: None

4. Public Forum: None

5. Continued Hearing/New Business:

- A. **Beverly Bronson**, applicant, is requesting Major Site Plan and Conditional Use approval for a change of use to a "tavern" with an accessory "restaurant" use. The subject property is located at **2 Legion Road**, and described as Parcel # 225008-000000, SPAN 396-123-10052, and owned by Milton American Legion Post No 57. The property is recorded as having 0.5 acres and is located within the Checkerberry Neighborhood Center (NC1) zoning district and the Town Core Planning Area.

Beverly Bronson, applicant attended the hearing and gave a summary of the revisions.

- 1. The applicant shall secure a Project Review Sheet or Permit Navigator Summary from the Department of Environmental Conservation and all applicable permits.*
- 2. Applicant shall obtain water and wastewater allocation approval from the State and Town. TAC comments from DPW require a grease/oil trap, allocation approval, and the purchase of a meter, check valve and isolation valve.*
- 3. Applicant shall provide details on proposed outdoor seating area. If proposed as impervious surface, details on erosion control and stormwater management are required prior to approval of final plans.*
- 4. Applicant is advised to provide details on Wetlands or exemptions from Wetlands Division staff.*
- 5. Applicant is advised that all signs must be in compliance with section 3015 and must obtain sign permit, if required, prior to placement.*
- 6. Applicant is advised to relocate accessible parking space closer to the entrance of the building.*

7. DRB to determine if existing parking meets parking requirements.
8. Applicant is advised to show bicycle parking (bike rack) on the final plans.
9. DRB to determine requirements of sidewalk.
10. DRB to determine street tree and site landscaping requirements.
11. Applicant shall provide lighting details with final plans in compliance with section 3205.
12. DRB to determine outdoor seating area compliance with section 3207.B.
13. Applicant shall maintain and operate site in compliance with section 3208, specifically noise and dumpster screening.
14. DRB to determine if applicant proposed best fix for special provisions section 3209.
15. Applicant is advised to provide details on anticipated customer traffic.
16. DRB to determine if application fits the character of the area.
17. Applicant to meet the Commercial Building Energy Standards, if applicable.
18. DRB to determine any additional conditions of approval.
19. This project shall be completed, operated, and maintained as set forth in the plans and exhibits as approved by the Development Review Board and on file in the Department of Planning and Zoning, and in accordance with the conditions of this approval. No changes, erasures, modifications, or revisions, other than those required by this Decision, shall be made on the plan after approval unless a revised plan is first submitted to the Department of Planning and Zoning for approval.
20. Applicant shall submit one (1) full-sized (to scale) and one (1) reduced (11 x 17) complete final plan sets depicting the requested changes. The revised plans must be deemed Final by Planning Staff prior to being eligible for a Zoning Permit from the Zoning Administrator and/or recording the final survey plat. The Applicant is advised to submit an electronic .pdf plan for staff review prior to submitting all copies of the Final Plan set.
21. A Zoning Permit is required prior to construction/commencement of use and an associated Certificate of Compliance is required following completion.
22. The Site Plan and Conditional Use Approval shall expire three years from the date of issuance if the applicant does not receive a zoning permit by this date.
23. Omission or misstatement of any material fact by the applicant or agent on the application or at any hearing which would have warranted refusing the permit or approval shall be grounds for revoking the permit or approval at any time.
24. The DRB may schedule a site visit.
25. The DRB shall motion to recess or close this hearing. If recessed, a specific time, date, and place shall be designated to resume the hearing. If closed, the DRB shall issue a decision within 45 days.

Motion to close hearing at 6:40 pm by N. Smith at 7:03 pm. Second by J. Rutz. Motion carried.

6. Other Business

A. Minutes:

- a. **Motion to approve July 13, 2023 meeting minutes by J. Rutz. Second by M. Callahan. Motion carried.**

7. Motion to adjourn meeting by N. Smith at 6:43 pm. Second by J. Rutz. Meeting adjourned.

8. Deliberative Session

Private session for deliberations on applications and written decisions in accordance with 1V.S.A. 312.

+Respectfully submitted,

Amanda Costello

APPROVED MINUTES:



Date: 9/14/2023

~~Bruce Jenkins, Chair~~

~~NILE SMITH, VICE CHAIR~~

Filed with the Milton Town Clerk's Office on this 15th day of September, 2023.

ATTEST: Kusti Beas, Milton Town Clerk

SIGN-IN SHEET FOR DEVELOPMENT REVIEW BOARD MEETING

DATE: July 27, 2023 General Sign-In Sheet

NAME (PRINT)	SIGNATURE	MAILING ADDRESS	E-MAIL	Indicate Hearing or Reason for Attendance
Beverly Brunson	Beverly Brunson	165 Ferrand Rd St Albans, VT		DRB

NOTE: Those wishing to gain interested person status and testify on an application must sign this sheet. Please print legibly, as we depend on this sign-in sheet for notification purposes.