

Richmond Development Review Board  
 REGULAR Meeting  
 APPROVED MINUTES FOR July 8, 2020 MEETING

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6	Members Present:	David Sunshine (Chair); Padraic Monks; Roger Pedersen; Matt Dyer (Vice-Chair);
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8	Members Absent:	Alison Anand (Alternate) Gabriel Firman
9	Others Present:	Suzanne Mantegna (ZA/Staff); Chuck & Terry Farr; Bev Cyrulik; John Scott, Jay Renshaw (Krebs & Lansing); Katelyn E; John Scott; Colleen Decker; Mark Bromley (Hillview Design); Colin Green; Ravi Venkataraman; Doug Goulette (Lamoureux & Dickinson); Erin Allan; Shannon Dufour-Martinez; Patty Gilbert

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15 David Sunshine opened the meetings at 7:03 pm.

17 Mr. Sunshine requested participants sign in or identify themselves and provided an overview of what an interested party is and stated the procedures for the meeting.

20 Mr. Sunshine recuses himself from first hearing. Mr. Dyer will act as chair.

22 **Public Hearings:**

23 Peggy Farr Revocable Trust- Application 2020-068 for Sketch Review for a 4-lot subdivision (creation of 3 new lots) at 180 East Hill Rd, Parcel ID EH0180, in the Agricultural/Residential (A/R) Zoning District.

27 Jay Renshaw, from Krebs & Lansings, and Chuck and Terry Farr will present evidence. Mr. Renshaw representing Farr’s. 3-residential lots and 1 remainder lot. All lots served by on-site wastewater and drilled well. Access off of East Hill Rd. on a shared driveway. Limited impervious area to stay down below an acre. Have had wetland ecologist visit the site. Will be more able to respond to the regulations interpretation after Town counsel Mr. Dyer states that the only unknown is the interpretation of Section 6.9. Mr. Renshaw believes that otherwise project is within all Town regulations.

35 Questions from the board:

36 Mr. Monks clarifies that the interpretation that has been requested is of Section 6.9 and whether a driveway is a roadway or not. When will the interpretation be received? ZA responds next week. ZA mentions that there have actually been several potential applications with the same question, so requested clarification to make sure interpreting regulations correctly.

42 Mr. Pedersen doesn’t see much flexibility. Mr. Pedersen confused about the width of shared driveway. Mr. Renshaw states that a shared driveway under driveway standards in Section 6.2 allows for 12’ minimum width. Confirmed that the definition of a driveway in the Zoning Regulations.

47 Mr. Pedersen wonders if the DRB is bound by Town Attorney recommendation or can they make a different decision. ZA says that they can interpret differently if they wish. Mr. Monks said ultimately the DRB will issue a decision.

1 Mr. Dyer confirms that there is no definition for roadway in Zoning Regulations. ZA confirms  
2 that there is a definition for road and driveway but not roadway. Mr. Monks states that one  
3 could argue that road and roadway are synonymous.  
4

5 Mr. Renshaw states that the State authorizes wetlands for State. The Wetlands Department  
6 has been agreeable to the project.  
7

8 No more questions from the board:  
9

10 Questions from the public:

11 None  
12

13 Mr. Monks wonders how the Town Attorney's interpretation will be shared, and if DRB will and  
14 applicants get information. ZA says she will share.  
15

16 No decision since sketch application.  
17

18 Mr. Sunshine rejoins the board.  
19

20 Mr. Dyer recused from the next application.  
21

22 Erin Allan- Application 2020-069 for an Amendment to an approved subdivision to revise the  
23 driveway location and to add an easement at 375 Palmer Lane, Parcel ID PA0375, in the  
24 Agricultural/Residential (A/R) Zoning District.  
25

26 Mark Bromley, Doug Goulette, John Scott and Erin Allan sworn in. Doug Goulette of  
27 Lamoureux & Dickinson states that the original Gilbert subdivision was approved in 2016. Lot  
28 1 on Palmer Rd. was purchased by Erin Allan and they want to alter entrance to the north.  
29 Mr. Bromley, Hillview Design, states that primary electricals as well as wetlands might be  
30 impacted with location and they couldn't effectively drop down without a lot of work. Mr. Scott  
31 states that new location will be a better grade situation. They would have had to encase the  
32 primary power in concrete but won't have to do with new location.  
33

34 Mr. Goulette previously approved access for Lot 1 was on Palmer Rd but new one will be on  
35 Beatty Rd. Access would be over Lot 4, over hatched area, to Lot 1 from right-of-way. Mr.  
36 Sunshine asks if the easement been executed yet. Mr. Bromley says no but that the deed  
37 language will be similar to what is on the 4-Lot Subdivision Plat. Mr. Pedersen confirms that  
38 the draft easement language was not submitted. Mr. Bromley states that an attorney has not  
39 drafted one yet but will have the same language as on the plat and will reference the plat. Mr.  
40 Pedersen asks about the terms of the easement. Mr. Pedersen asks who would maintain the  
41 easement. Ms. Allan says the driveway would be per the Road Maintenance Agreement.  
42

43 Ms. Gilbert believes that Road Maintenance Agreement has been recorded. Mr. Pedersen  
44 states that there are 3 Road Maintenance Agreements and that this will be subject to one of  
45 these agreements. Ms. Gilbert explains the history of the various agreements. Mr. Pedersen  
46 wants to make sure that the new shared driveway will be covered by road maintenance  
47 agreement. Ms. Allan and Ms. Gilbert states that they will not be changing the percentages  
48 from the agreement. Mr. Sunshine confirms that the agreement will stay in force and they  
49 will be adding easement.  
50

1 Ms. Gilbert mentions that the road needs to be widened to 20'. ZA confirms that it will need  
2 to widen to the rural road standards.

3  
4 Mr. Sunshine asks if ZA has been able to confirm if the parcel IDs were on the original  
5 recorded plat. ZA states she did not confirm. Mr. Goulette states that they can add parcel  
6 IDs, easement language to plat and refile.

7  
8 Discussion regarding Staff comments: Mr. Pedersen asks why the draft deeds were included.  
9 ZA states that she included them for reference, no change was requested.

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11 No other questions from the board.

12  
13 Public- none.

14  
15 For decision:

16  
17 Motion by Mr. Monks to enter deliberative session. Seconded by Mr. Pedersen. By 3-0-1

18  
19  
20 **Other Business:**

21  
22 Ravi Venkataraman presents information about new Housing Committee- Selectboard  
23 approved on Monday and he wanted to ask DRB members to join but also other members of  
24 the public. Some of the work could influence the DRB a lot. Depending on if a project would  
25 be impacted or not. Two seats reserved from Town board members. Mr. Dyer wonders  
26 about the time commitment. Mr. Venkataraman states at first once a month but applying for  
27 a grant and if he gets it then it might be more. Mr. Monks thanks for him for presenting and it  
28 seems important. Mr. Venkataraman said they should send letter of interest by July 29<sup>th</sup>.

29  
30 *Minutes to be approved-* June 10, 2020 motion to approve by Mr. Pedersen, and seconded  
31 by Mr. Dyer. Passed 4-0-0

32  
33 Mr. Sunshine asks ZA about other items for July 22nd meeting.

34  
35 Motion to enter deliberative session at 7:53 pm by Mr. Monks, seconded by Mr. Dyer.  
36 Passed 5-0-0.

37  
38 DRB came out of deliberative session at 8:21 pm.

39  
40 DRB moved to continue App 2020-069 to July 22<sup>nd</sup> and that the applicant provide easement  
41 language that will be recorded, by 17<sup>th</sup> of July. So moved by Mr. Monks and seconded by  
42 Mr. Pedersen.

43  
44 Motion to close meeting at 8:23pm by Mr. Pedersen, seconded by Mr. Monks.

45  
46 Respectfully submitted by Suzanne Mantegna, Zoning Administrator/Staff to the DRB