

**RICHMOND DEVELOPMENT REVIEW BOARD
 REGULAR MEETING
 APPROVED MINUTES FOR JUNE 11, 2014 MEETING**

Members Present: David Sunshine, Chair; Anne McLaughlin; Stephen Ackerman, Fred Fortune; Vice-Chair, Mike Donohue, Vice-Chair,
 Members Absent: Marvin Carpenter (DRB Alternate)
 Others Present: Clare Rock, Town Planner/Staff to the DRB; Mr Wilson for MMCTV Comcast 15; *see attached list*

HEARINGS

Sunshine called the meeting to order at 7:04pm and provided information regarding interested party status.

Sunshine thanked Anne McLaughlin for her service and announced an opening for the new DRB member.

Sunshine opened the Hearing and stated he has represented Kraft during the purchase of her home and if this presents a conflict of interest he would abstain. Nobody felt this would present a conflict.

Ellen Kraft – Application #14-039 for conditional use and site plan review for the increase in number of children at the home daycare, located at 134 Lilly Pond Circle (LP0134) in the Agricultural Residential Zoning District.

The home daycare is currently licensed to have up to 10 children and Kraft would like to increase the number of children to 12.

Kraft is currently in the process of obtaining Vermont licensure for hosting the increased number of children. The state application includes submitting proof of insurance, passing a lead and asbestos inspection, passing a fire marshal inspection, obtaining waste water approval (from the state for the increased usage at the property). Currently Kraft is still waiting to get the final approval issued from the Fire Marshall and still needs to hear back from ANR. The final component of the state application is to submit a copy of the DRB approval of the project.

Sunshine referenced and reviewed the relevant sections of the zoning regulations.

The daycare will occupy a dedicated 500 sf of the house with an additional 500sf of space with is shared with the rest of the house (the kitchen and the living room). The house is approximately 2,200 sf. Kraft hopes to be open for the week of Labor Day.

Regarding traffic, most families’ car pool so there would not be a significant increase in the current parking need or traffic. Children who attend the daycare range in age from 20 months – 11 years old. Currently, Kraft has one additional person helping with the after school care program, and will an additional person full time with the increase number of children.

Fortune made a motion to approve application #14-039 for conditional use and site plan review for application, seconded by Donahue. So voted.

Opened the hearing at 7:16pm

Denise Curley – Application #14-047 for an appeal of a Notice of Violation for the construction of fence on a neighboring property, located at 64 Huntington Road (HU0064, property owner James O’Brien) in the Agricultural Residential Zoning District.

1
2 Sunshine stated Denise Curley was not present, for the record Denise provided a letter dated June
3 10, 2014. The fence has been moved as per the remedy outlines within the NOV. James O'Brien
4 was present and stated the location of the fence was satisfactory. The NOV has been resolved and
5 the NOV was cured.

6
7 McLaughlin made a motion to dismiss the appeal, seconded by Donahue. So voted with Fortune
8 abstaining.

9
10 **OTHER BUSINESS**

11 **Meeting Minutes: May 14, 2014**

12
13
14
15 Motion by Fortune to approve the May 14, 2014 meeting minutes, seconded by McLaughlin. So
16 voted.

17
18
19 **Reviewed and finalized written Decisions from May 14, 2014**

20
21 Sunshine mentioned that for future Decisions, the DRB should consider conditioning Subdivision
22 Applications with: an engineer certifies site improvements are completed as per specifications.

23
24 **Proposed Zoning Changes**

25
26 Rock shared the proposed list of zoning changes, dated June 11, 2014 that will be reviewed by the
27 planning commission for potential changes to the zoning regulations.

28
29 Donohue suggested removing the requirement for paving parking areas.

30
31 **ADJOURN**

32 Motion by Fortune, seconded by Donahue to adjourn. All in favor.

33
34
35
36
37 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB