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Town Of Charlotte
DEVELOPMENT REVIEW BOARD
Meeting Conducted at Town Hall and Via Teleconference
JANUARY 5, 2022

DRAFT – Minutes subject to correction by the Development Review Board

DEVELOPMENT REVIEW BOARD: Lane Morrison (Chair), JD Herlihy, Charles Russell (Vice Chair), Gerald Bouchard. Christina Asquith

STAFF: Larry Lewack, Planner; Rebecca Kaplan, Clerk

OTHERS: Paul Plante; Frank Tenney

Posted Agenda:

7:00 PM Call to Order; changes to agenda (if any)

7:05 PM Member Orientation: Subdivisions, Site Plan Reviews, Boundary Adjustments
(Presenter: Town Planner, Larry Lewack)

8:30 PM Adjourn

CALL TO ORDER: Chair Lane Morrison called the meeting to order at 7:00 p.m.

There were no changes to the posted agenda.

Member Orientation:

Town Planner Larry Lewack led a detailed presentation of review criteria and guidelines for the DRB to follow in evaluating proposed subdivisions, site plan reviews, and boundary adjustment applications. He presented a slide deck, with copies provided to all members (also available upon request to any resident). Members asked questions, and participated in a lively discussion of guidelines and applied ethical standards for avoiding conflicts of interest and potential violations of Vermont's Open Meeting Law in project reviews.

LUR Updates:

- Charles Russell asked Larry to prioritize revising multiple sections within the LURs to accommodate the change in ZBA and PC roles in permitting to the DRB, and consolidation of permit reviews in the DRB. (re: process described in Sec. 5.1 et al.)
- Christina Asquith asked that the PC address issues of cumulative impact over time when revising the LURs, since (as Charles Russell pointed out) the DRB's focus on individual projects does not address long-terms impacts on the town's open landscapes.

Site Visits:

The Board scheduled site visits ahead of upcoming DRB meetings on Jan. 12, Jan. 19 & Feb. 9. These will be warned with the DRB's public hearings already scheduled on those dates.

Review & approval of Dec. 15, 2021 meeting minutes:

MOTION by Charles Russell, 2nd by JD Herlihy, to approve minutes of the DRB meeting of December 15, 2021, with no edits. **VOTE: 5-0 ayes, approved.**

49 **Adjournment:**

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51 **MOTION by JD Herlihy, 2nd by Charles Russell, to adjourn. VOTE: 5 ayes; motion carried.**

52 The meeting was adjourned at 9:20 p.m.

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54 Minutes respectfully submitted: Larry Lewack, Town Planner.

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