

**Town of Londonderry, Vermont  
Development Review Board**

**DRAFT 3**

**Regular Meeting Minutes  
Wednesday, January 15, 2020  
Twitchell Building – 100 Old School Street, South Londonderry, VT**

**Board Members Present:** Esther Fishman Co-Chair, Denis Pinkernell Co-Chair, Sven Federow, Terry Hill, John Lancaster, Chris Laselle, Bob Maisey.

**Board Members Absent:** None.

**Others in Attendance:** Town Officials – Shane O’Keefe, Zoning Administrator, Sharon Crossman, Assistant to the Zoning Administrator. Members of the Public – James Barthelmes, Thomas and Judith Platt.

1. **Call the meeting to order.** DRB Co-Chair Esther Fishman called the meeting to order at 5:30 PM.
2. **Additions or deletions to the agenda** (to occur as ‘Other Business.’ None.
3. **Minutes Approval.** Sven Fedorow noted that his last name was misspelled in the draft minutes. Others said they did not recall reading them, so approval was postponed until the next meeting.
4. **Public Hearings as warned.**

**Application 2019-49 by James Barthelmes for Conditional Use Review regarding construction of a new single-family dwelling on Parcel 065088.100, located on Keith Hill Road entirely within the Resource Conservation Overlay District.**

James Barthelmes explained that he purchased his land 2 years ago as a location for a family vacation home. While he was aware of applicable Powder Mill Ridge covenants, he said he first learned about the Town’s Resource Conservation Overlay (RCO) district when he inquired about a local building permit. He described the lot as completely wooded and said he has hired Jerrod Smith to cut some dead trees for safety and to clear about a third of the parcel at the highest elevation for a view and a house site to be designed by Rapanotti Surveyors.

Board members had multiple questions about the proposed development that could not be discerned from the application materials provided. Accordingly, the Board decided to continue the public hearing at the next regular meeting of the Board scheduled for February 19, 2020 at 5:30 PM and requested the application materials be amended to depict the following:

- a. proposed maximum total cleared areas, including a narrative describing clearing completed and all clearing planned for house site, septic system, view and home safety
- b. proposed development areas including structures, driveway, wastewater system, etc.
- c. proposed exterior lighting

The Applicant agreed to provide the additional information requested but would not be able to return for the continuation of the public hearing on 2/19/2020.

5. **Other Business:**

**A. Preliminary Project Discussion - 393 Magic Mtn Access Road, Parcel 070002.000.**

The Owner/Applicant did not attend the meeting, so no discussion occurred.

**B. Thomas Platt addressed the Board with questions as to the status of the DRB Findings and Decision regarding the matter of his application (#2019-43) for construction in the Flood Hazard Overlay district.** The Board confirmed that the decision will be delivered within the 45-day period allowed from the date the Board's deliberations were completed, being 12/18/2019. O'Keefe confirmed that writing of the decision by the Administrative Assistant is in process and will be delivered on time.

**C. Discussion and Approval/Adoption of proposed "Rules of Procedure and Conflict of Interest Policy" for the Town of Londonderry, Development Review Board.** O'Keefe led the Board into discussion re: specific sections of the proposed documents, explaining that state law requires the standards for protection which may seem unnecessary, but do provide value. He further recommended approval of a few specific additions that were considered by the Board.

*Sven Fedorow made a motion, seconded by Denis Pinkernell, to approve the proposed "Rules of Procedure and Conflict of Interest Policy" for the Londonderry DRB with the additions recommended by O'Keefe. Approved unanimously.*

D. Sven then announced that he would be stepping down from the DRB, to accept a job with the VT Attorneys General office in Montpelier on 2/17/2020. The Board accepted with regret and wished Sven well in his new endeavor.

6. **Next regular meeting** - Wednesday, February 19, 2020, at 5:30pm

7. **Adjourn.** The meeting was adjourned at 7:05 pm.

*Approved by DRB:*

\_\_\_\_\_ (CoChair) \_\_\_\_\_ Date