

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
September 6, 2022**

Members Present: Chris Potter (Chair), Tim Harty (Vice Chair), Don Anderson (Clerk) Oliver Brody, and Ed Harty

Others Present: Ralph Randall, Lori Webber, Faith (Faith's Ford), Nick Jewett, Linnea Page, Dan Ray, Brian (Civil Engineer) & Eli Grant

1. Call to Order: Chris Potter (Chair) called the meeting to order at 6:33 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Tim Harty made a motion to accept the minutes as presented from the August 1, 2022, meeting with Oliver Brody seconding it. Hearing no discussion, the Chair called for a vote and the motion passed 5-0.

4. Communications and Public Comment: None

5. New Business: (Discussion / Action):

Application # 23-03 Application # 23-03 Gray Twombly (Applicant) Megan Shanks (Owner) property located at **3759** US Route 5. The Applicant and Owner is requesting a Covered Deck off the side yard. Application will be reviewed under **Section 311 Site Plan Review; Section 445 Historic Village District; and Article IX Historical Preservation Overlay District** of the adopted 2017 Zoning Bylaws.

Tim Harty opened the Hearing reading the application. There was no representation present for this applicant. This applicant was requesting a covered deck off the side yard in the Historic District. Since this seemed to be a straight forward application with no complications the DRB decided to move this application to Deliberative Session and discuss it there. Hearing nothing further, Ed closed this application # 23-03 @ 6:36 pm.

Application # 23-05 Application # 23-05 Faith's Real Estate, LLC (Owner & Applicant) property located at **6896** US Route 5. The Applicant is requesting the Construction of a new 29,900 square foot Automobile Dealership and Service Facility with parking improvements. The project will include new on-site water and sewer services and stormwater treatment. Application will be reviewed under **Section 311 Site Plan Review; Section 444 Commercial/Industrial District Zone; Section 510 General Performance Standards; Section 540 Landscaping Requirements; Section 550 Off Street Parking Requirements; Section 618 Land Development in Wetland Areas; and Section 619 Storage of Flammable Liquids** of the adopted 2017 Zoning Bylaws.

Chris Potter opened the hearing reading the application and requesting that Faith's group discuss their plan for the proposed construction of the new 29,900 sq ft Automobile Dealership & Service Facility with parking improvements. Brian (Civil Engineer) began telling the DRB that this proposed plan is the redevelopment of the existing site. There will be a new building constructed and the old building will be demolished. There will be a redevelopment of the existing parking lot and sewer system. They requested a waiver for the building proximity to the road which is 25' feet. They will redesign all lighting in the parking lot and on the building. There will be less light across the road than the current lighting and when the business is closed the lighting will dim to 30%. They will incorporate various varieties of spruces for screening. The spruces will be 6-7 ft in height to start with and will grow 1.5-2 ft per year. This will block the Northwest corner of the building for the neighbors behind, and up on the hill. The site is being designed for the trucks to pull in and pull out comfortably. The engineered plans are available for viewing at the Town Hall. Hearing nothing further, Chris closed this application # 23-05 @ 7:30 pm.

6. Unfinished Business: None

7. Other Business (Discussion / Action):

8. Date of Next Meeting: Monday, September 6, 2022 at 6:30 PM in the Town Hall

DELIBERATIVE SESSION: Upon coming out of deliberative session, Chris Potter made motion to approve Matthew & Megan Shanks application # 23-03 as requested, Ed Harty seconded and the motion passed unanimously 5-0.

Faith's Ford application # 23-05 for the construction of a new 29,900 sq ft Automobile Dealership and Service Facility was approved as proposed in the application with the condition of additional screening in the Northwest corner of the building to accommodate the neighbor's request to block the view of the building. The waiver requested was granted as it was already previously in existence with the old structure. Chris Potter made a motion to approve application # 23-05 with conditions, Ed Harty seconded and the motion passed unanimously 5-0.

9. Adjournment: Chris Potter made a motion to adjourn at 8:10 PM with Don Anderson seconding. The motion passed 5-0 and the meeting was declared over by the Chair, Chris Potter.

Signature of Clerk

Date

Prepared by Kelley Thayer

(Note: These are unapproved minutes. Corrections, if necessary, will be found in the minutes of the next DRB meeting.)