

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
June 3, 2024**

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

Others Present: Deborah Valenze; Mariah Hayes; Daniel Kissell Jr.; Yves Gakunde;
Jose Guallpa; Eli Reed; Sharyn Reed; Tony Perri;
Nancy Dalzell; Marni Rosner; Carl Crook; Joe DiBernardo; Deborah Krasner;
Murray Krugman; Kathleen Pirruccello; Alison Bigwood (ZA) and
Kelley Thayer (Asst ZA & Recording Clerk)

1. Call to Order: Chris Potter (Chair) called the meeting to order at 6:00 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Tim Harty made a motion to accept the minutes as presented from the May 6, 2024, 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:

5. New Business: (Discussion / Action):

Application # 24-35

Application # 24-35 **FINAL PLAT HEARING**

Jose Guallpa (Owner & Applicant) property located at **US Route 5 & Metcalf**. The Applicant is requesting a Major sub-division.

Application will be reviewed under **Section 311 Site Plan Review; Section 445 Historic Village District; Article IX Historic Preservation Overlay; Article X Agricultural Overlay District; Article VIII Sub-Division of Land (Major Sub-Division)** of the adopted 2017 Zoning Bylaws.

Chris Potter began reading application # 24-35 (**Final Plat Hearing**). The application was requesting a major sub-division. Jose Gualpa purchased 5.08 acres from Anthony Perri to which he and his brother plan to build two homes within this sub-division (each parcel being 2.54 acres). The land is within the Agricultural Overlay as well as the Historic Village District. Each parcel will leave 60% as agriculture and 40% will be available for development. The two newly created parcels will share a **NEW** septic but will dig two separate wells. Jose Gualpa has a deeded R.O.W. across Shaw lands, 30 ft off Route 5, through Metcalf then a 50 ft driveway to Lot 2B. The second parcel has a 50 ft R.O.W through the lands of Tony Perri and Elaine Ingraham to Lot 2A. Nancy Dalzell expressed concern about the R.O.W. being used and Murray Krugman expressed concern about added traffic on Metcalf and pulling out onto Route 5. Hearing nothing further Chris Potter closed application # 24-35 at 6:14 pm.

Application # 24-39

Application # 24-39 Carl Crook & Marni Rosner (Owner & Applicant) property located at **230 Three Dog Lane**. The Applicant is requesting a Minor Sub-division. Application will be reviewed under **Section 311 Site Plan Review; Section 446 Residential District and 447 Rural Residential; Article XIV Ridgeline Protection Overlay (Partial); & Article VIII Sub-Division of Land (Minor Sub-Division)** of the adopted 2017 Zoning Bylaws.

Tim Harty began reading application # 24-39. Joe Dibernardo spoke on behalf of Carl Crook & Marni Rosner. This property is located on 230 Three Dog Lane. The applicants are requesting a minor sub-division. Lot 1 will be 98.68 acres and Lot 2 will be 3.68 acres. Lot 1 will keep the Pond & Gardens on the parcel with road access. Lot 2 is in the Residential District. State Permits will be submitted to the Town Zoning Office when received. Hearing nothing further, Tim Harty closed application # 24-39 at 6:27 pm.

Application # 24-40

Application # 24-40 Daniel Kissel Jr. & Mariah Hayes (Owner & Applicant) **PRELIMINARY PLAT HEARING**, property is located at **Pine Banks Road**. The Applicant is requesting a Major Sub-Division. Application will be reviewed under **Section 311 Site Plan Review; Section 447 Rural Residential District; and Article VIII Sub-Division of Land (Major Sub-Division)** of the adopted 2017 Zoning Bylaws.

Ed Harty began reading application # 24-40 (**PRELIMINARY PLAT HEARING**). Daniel Kissell Jr. & Mariah Hayes are requesting a major sub-division. This parcel was originally from the Kissell Farm Revocable Trust which has had several sub-divisions in the last 5 years, which is why this request with just 2 Lots is a major sub-division versus a minor sub-division. Lot 1 (15067.700) will be 9.39 acres and Lot 2 (15067.710) will be 5.24 acres. Lot 1 has been perc tested, and the plan is to build a single family home. Lot 2 may potentially

be purchased from an Abutter. Hearing nothing further, Ed Harty closed application # 24-40 at 6:32 pm.

Application # 24-41

Application # 24-41 Eli Reed (Owner & Applicant) property is located at **3320 US Route 5**. The Applicant is requesting the removal of damaged siding and will paint the original brick in the Historic District. Application will be reviewed under **Section 311 Site Plan Review; Section 445 Historic Village District; Article IX Historic Preservation Overlay** of the adopted 2017 Zoning Bylaws.

Don Anderson began reading application # 24-41. Eli Reed, property located at 3320 US Route 5, lives in the Historic Village District. Eli was requesting the removal of damaged siding in which he will plans to paint the existing brick and stucco to blend the different areas with different materials together. Eli plans to paint the home white with black trim. The Historical Review Board conducted a site visit and determined the following to be considered by the Development Review Board:

“We conducted a site visit with Eli Reed and discussed his plans in reference to the changes of the appearance of his house. He has stripped the “rotten” siding on his entire house and plans to stucco both the wood and cinder block with white stucco. The end result would be a white masonry look with black trimmed windows and doors. Given the unusual structure of the house and the fact that it will never match the period correct houses in the historical district, we recommend that he be able to proceed as planned.”

Hearing nothing further, Don Anderson closed application # 24-41 at 6:41 pm.

6. Unfinished Business: None

7. Other Business (Discussion / Action):

8. Date of Next Meeting: Monday, July 1, 2024 @ 6:00pm

DELIBERATIVE SESSION: After coming out of deliberative session, the Board declared the following for the application reviewed in this hearing:

Application # 24-35: FINAL PLAT HEARING for a major sub-division: Approved as requested with the suggestion that a road maintenance agreement is established. Chris Potter made a motion to accept the application as requested with the suggestion of a road maintenance agreement, Ed Harty seconded and the motion passed 5-0

Application # 24-39: for a Minor Sub-Division: Approved as requested with no conditions. Tim Harty made a motion to accept as requested with no conditions. Oliver Brody seconded the motion passed 5-0

Application # 24-40: PRELIMINARY PLAT HEARING for a major sub-division: The FINAL PLAT HEARING will be heard on July 1, 2024 @ 6:00 pm. No decision was made at this hearing.

Application # 24-41: Removal of damaged siding in the Historic District: Don Anderson made a motion to accept as requested with no conditions. Oliver Brody seconded the motion passed 5-0

9. Adjournment: Tim Harty made a motion to adjourn at 7:21 p.m. with Chris Potter 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.)