

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
July 1, 2024**

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

Absent: Tim Harty (Vice Chair)

Others Present: Mariah Hayes; Daniel Kissell Jr.; Alison Bigwood (ZA) and
Kelley Thayer (Asst ZA & Recording Clerk)

1. Call to Order: Chris Potter (Chair) called the meeting to order at 6:02 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Ed Harty made a motion to accept the minutes as presented from the June 3, 2024, meeting with Oliver Brody seconding it. Hearing no discussion, the Chair called for a vote and the motion passed 4-0-1 (Tim Harty Absent).

4. Communications and Public Comment:

5. New Business: (Discussion / Action):

Application # 24-40

Application # 24-40 Daniel Kissel Jr. & Mariah Hayes (Owner & Applicant) **FINAL 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 (**Final Plat Hearing**). 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. There was no new information to add to these facts from the Preliminary Plat Hearing. Hearing nothing further, Ed Harty closed application # 24-40 at 6:08 pm.

6. Unfinished Business: None

7. Other Business (Discussion / Action): None

8. Date of Next Meeting: Monday, August 5, 2024 @ 6:00pm

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

Application # 24-40: FINAL PLAT HEARING for a major sub-division: Approved as requested with no conditions. The Mylar needs to be recorded with the Town Clerk within 180 days. Ed Harty made a motion to accept the application as requested with no conditions. Don Anderson seconded and the motion passed 4-0-1(Tim Harty Absent)

9. Adjournment: Chris Potter made a motion to adjourn at 6:15 p.m. with Ed Harty seconding. The motion passed 4-0-1 (Tim Harty Absent) 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.)