

CASTLETON DEVELOPMENT REVIEW BOARD
March 21, 2023 – 7:00 PM
Castleton Fire Station Community Room
273 VT Route 30, Castleton, VT

Zoom Meeting Link:

https://us02web.zoom.us/rec/share/7YuxvX3TKI_c9ZzKX7ptwY4IsCYwhcTIK6IGxw39mksU2IBVR1g_croxyqdoASU0.a1eKCJfUYitdri0w
Passcode: W6^@q%=J

Board Members Present: Dan Forcier, Laura Sargent, Don Wood, Mike Holden, Heath Goyette,
Others in attendance included: Jeff Biasuzzi, Zoning Consultant, See Attached List
In attendance via Zoom: Patrick Keller (arrived late), Allison Harvey, Recording Secretary

Call Meeting to Order

Meeting was called to order by D. Forcier at 6:58 pm.

Approve Agenda

D. Wood made a motion to approve the agenda as presented. M. Holden seconded. All voted in favor of the motion. So voted.

Approval of Minutes of February 21, 2023

M. Holden made a motion to postpone approval of the minutes of February 21, 2023 until the next meeting. D. Wood seconded. All voted in favor. So voted.

Hearing for Application #8253 – Minor 3 Lot Subdivision. Property Owner: J. Bruno, et al. Applicant: Julie Christian. Property located at end of Sheldon Road

D. Wood swore in anyone who may be giving testimony throughout the meeting this evening at this time.

J. Biasuzzi presented the application as submitted by the applicant and owner. This project is on the Sheldon Road, which is owned by the Bruno family and have divided it into 3 portions, the western is on both sides of the town-maintained Sheldon Road, the central lot, which is the Christian lot is 5.08 acres in the middle, and the remainder of the property is 30.88 acres. The size of the properties and number of lots being proposed constitutes a minor subdivision. The Town Regulations and State Statute regulates the road serving the lots, being a town road or a right of way being at least 20 feet wide. J. Biasuzzi stated he would suggest any decision should include language that provides for a permanent easement from the end of the Town maintained road with a minimum width of 50 feet. Discussion on there being an access addressed in any final decision on the permit application, and whether it would be a town road or right of way or easement. Robert Crowley asked about the larger parcel on the western side

of the subdivision and what the dotted line is and what it means. J. Biasuzzi was not certain what it was for, and it was felt it was not indicative of having any affect on the subdivision proposal. **D. Wood made a motion to close the public hearing on Application #8253. M. Holden seconded. All voted in favor. So voted.**

Deliberative Session: Permit Application #8253

7:25 pm – ENTER DELIBERATIVE SESSION

D. Wood made a motion to enter Deliberative Session to address Application #8253 to include J. Biasuzzi, Zoning Consultant. M. Holden seconded. All voted in favor. So voted.

8:14 pm – EXIT DELIBERATIVE SESSION

D. Forcier made a motion to exit Deliberative Session. M. Holden seconded. All voted in favor. So voted.

L. Sargent made a motion to approve Permit #8253 as presented with the following conditions:

- 1. To convey a right of way from the existing end of Sheldon Road, highway 35 to the southwest corner of the 5.0 acre lot;**
- 2. Adding a 3 point turn around for maintenance and emergency town vehicles to be located at the southwest corner of the 3.19 acre parcel at the end of Sheldon Road, highway 35. M. Holden seconded. All voted in favor. So voted.**

Before entering Deliberative Session on #8244, D. Wood stated in the email from J. Biasuzzi he recommended that anyone who was not at all hearings could not vote on the application. J. Biasuzzi stated he had suggested that someone check with VLCT on this issue. J. Biasuzzi also stated they had such an issue in the Town of Pittsford, and an attorney involved indicated that anyone who was not present at a hearing could not vote on the application unless they had reviewed the recorded meetings. D. Forcier asked about public meetings being recorded and if they had to be kept for a certain length of time. J. Biasuzzi stated they do, but there is also a difference between public meetings and public hearings and the retention of the recordings. Discussion on the retention of the Zoom recordings and whether it can be rectified to have them kept within the Town, rather than in cloud storage on Zoom as it seems they are removed from the cloud Zoom storage if there are too many recordings stored. L. Sargent stated she sends the link of the recording to the recording secretary and she could also send it to the absent members as well so they could review it if they chose to for the meetings they were not in attendance at.

Continuation of Hearing for Permit Application #8244 – Expansion of Non-conforming Structure with Conforming Use. Property Owner: Sheila McIntyre. Property located at 170 Prices Lane, Castleton, VT

Deliberative Session: Permit Application #8244

8:32 pm – ENTER DELIBERATIVE SESSION

D. Forcier made a motion to enter Deliberative Session to include the Board and J. Biasuzzi, Zoning Consultant to discuss Permit Application #8244. D. Wood seconded. All voted in favor. So voted.

8:52 pm – EXIT DELIBERATIVE SESSION

D. Forcier made a motion to exit Deliberative Session. Mike Holden seconded. All voted in favor. So voted.

Discussion on the number of members on the board due to the recent appointment by the Board of Selectmen of three new members, John Alexander, James Thomas and Heath Goyette. J. Biasuzzi reviewed what the annual meeting of the board should entail, such as appointing position of Chair, Vice Chair, Secretary, how an alternate is used and what the regular meeting schedule will be.

L. Sargent made a motion that the Board instruct the zoning consultant to revise a draft decision submitted for the hearing on March 21, 2023 and submit a decision to approve with conditions for Permit #8244. M. Holden seconded. D. Forcier abstain. M. Holden, L. Sargent and D. Wood voted yes. So voted.

NEW BUSINESS

J. Biasuzzi stated there is another application coming in, but nothing on paper yet. It is a small house on a small piece of property on the lake, with over 1/3 of the building being proposed outside of setbacks. Next meeting will tentatively be the first Tuesday in May.

9:05 p.m. – Adjourn

D. Forcier made a motion to adjourn the meeting. M. Holden seconded. All voted in favor of the motion. So voted.

Respectfully Submitted
Allison Harvey
Recording Secretary