

**NEWPORT CITY**

**DEVELOPMENT REVIEW BOARD**

**MINUTES**

**Public Hearing November 18, 2015**

Members present: John Harlamert, Agathe Colburn, Dan Ross, Harriet Hall, Denise Bowen

Members absent: None

Others present: Jack Degre, Charles Elliott, Zoning Administrator

Hearing called to order 7:00 PM.

Reading of the warning by Chairmen John Harlamert.

**1. Approve the minutes of the October 28, 2015 meeting.**

Minutes of the October 28, 2015 hearing were not available. Tabled until next meeting.

**2. Consider application request No. 15065 by Jack Degree to add fill to increase the size of the parking lot for his warehouse located at 1700 Crawford Road.**

Application No. 15065 was read by Chairman John Harlamert. The E911 address of the property was changed from 1700 to 1698 Crawford Road. The application was complete.

DRB reviewed and discussed the SITE PLAN REVIEW – SEVEN CRITERIA

Section 708.02 E. The DRB shall conform to the requirements of Title 24 VSA section 4416 before acting upon any application. In considering its action the DRB shall consider and may impose appropriate conditions and safeguards, in a manner that is consistent with the intent of this bylaw and the City Plan, with respect to::

1. The adequacy of parking, traffic access, and circulation for pedestrians and vehicles with particular attention to safety;

*Existing parking is barely acceptable. Expansion of the parking as proposed will provide adequate parking and a safer environment for pedestrians amid circulating traffic.*

2. The adequacy of landscaping, screening, and setbacks with regard to achieving maximum compatibility and protection to adjacent properties;

*No change is being proposed to the existing landscaping, buildings and screening, all are adequate at the present time. They will not be changed or altered by this project.*

3. The protection of the utilization of renewable energy resources;

*Adequate*

4- Exterior lighting;

*Adequate, energy efficient lighting already exists.*

5. Harmonious relationship between proposed uses and existing adjacent uses;

*No change in use is proposed. Additional parking will alleviate the potential of over flow parking on to neighboring properties and provide for smoother and safer traffic circulation.*

6. The adequacy of drainage control;

*No change from existing patterns. A minimum of a 3 on 1 slope must be maintained.*

7. Compliance with all parts of this bylaw.

*Complies with Bylaw, is an allowed use in the Industrial Zone*

Motion to approve application 15065 by Harriet Hall, 2<sup>nd</sup> by Denise Bowen, Approved unanimously.

**3. Local Act 250 Review for Northeast Kingdom Human Services to convert existing 3 bedroom house to a Level III Residential Care Facility. Newport City Permit No. 15026 was issued by the Zoning Administrator on May 26, 2015. The facility is located at 121 Kingdom Way.**

A discussion took place related to the distance between buildings requirement related to Residential Care Homes.

Motion by Denise Bowen to table the Local ACT 250 Review of application No. 15026 until a written letter from City Attorney Bill Davies could be obtained regarding the legal issues related to distance between Residential Care Facilities. 2<sup>nd</sup> by Harriet Hall, approved unanimously.

**4. Other business**

ZA Charles Elliott related to the DRB members that the name of Crawford Farm Road has been changed to Crawford Road. Previously the road had two names, Crawford Farm Road in Newport and Crawford Road in Derby. Two names for the same road was causing confusion and delays for 911 dispatching and emergence response time.

**5. Adjourn**

Motion to adjourn by Harriet Hall, 2<sup>nd</sup> by Denise Bowen, approved unanimously.

Approved



John Harlamert, Chair, Development Review Board