



DEVELOPMENT REVIEW BOARD MEETING MINUTES OF MARCH 12, 2025

Members: Gary Nolan, Lenny Wing, Susanna Burnham, Christy Snipp, Paul Trudell, Mary Ann Wilson, Donald Blake, Jr.

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Ron Rodjenski, Town Zoning Consultant

PARTICIPANTS/GUESTS: Chris Chauvin, Tiffany Thibeault

CALL MEETING TO ORDER

Gary Nolan called the DRB Meeting to order at 6:00 PM at the Tegu Building.

APPROVE PRIOR MEETING MINUTES

1. Approve minutes of 12-11-24

Motion made by Mary Ann Wilson to approve the minutes of 12/11/2024. Motion seconded by Donnie Blake. Motion carried. (4/0/3) Susanna Burnham, Paul Trudell, Christy Snipp abstained

HEARING OF APPEALS AND DEVELOPMENT APPLICATIONS

1. #2025-005 submitted by Chris Chauvin, on behalf of CCS Development LLC (SPAN 414-129-11317, 28 James Rd, Lot 1, 0.88 acres) requesting the DRB consider a conditional use and site plan approval for a proposed Day Care Facility caring for more than six full-time children and more than four part-time children per Section 204.5a Use Table, Section 500 Site Plan Approval, Section 630 Conditional Uses and Article IX Definitions of the 2023 Morrystown Zoning and Subdivision Bylaw. The subject property is in the Industrial (IND-1) Zoning District.

The Development Review Board discussed a proposed daycare facility at 28 James Road, reviewing the application for conditional use and site plan approval. Gary Nolan read the Application submitted by Chris Chauvin on behalf of CCS Development LLC. Chris Chauvin and Tiffany Thibeault were sworn in to the hearing to provide testimony. The board deliberated on various aspects of the project, including parking, outdoor play areas and fencing, operating hours, and necessary approvals from other departments. The building capacity is larger than the daycare is expected to need. Tiffany Thibeault, the renter, plans to use 4,000 square feet of the existing 6,000-square-foot space, with no building modifications required. The outdoor play area will be fenced, with a height of 4 to 8 feet, and is planned to be a vinyl picket fence. The building currently has 25 parking spaces, but Tiffany Thibeault (Business Owner/Operator) only needs 18. The anticipated opening of the daycare will be at the beginning of May. The operating hours were discussed, with a proposal to extend them from 7 am

until 5 pm to allow for cleaning and parent pick-ups. The existing sign will be updated with the project's name, Little Groups Learning. There will be no additional outdoor lighting, and the existing dumpsters will be relocated with their location marked on the site plan. Also, a small storage building will be added. The project will be approved with the following conditions: updating the site plan, obtaining letters from V-trans and the Morristown Water & Light Dept., and specifying the hours of operation.

Paul Trudell moved to approve the application with a second by Susanna Burnham. However, the motion and second were rescinded when Ron explained the process. The Development Review Board discussed the procedure of closing public hearings and moving into deliberations. Ron advises that the board should close the hearing before entering deliberations to avoid potential legal issues. The board then proceeded to rescind the previous motion, close the hearing, and approve the project with conditions including replacing dead trees, addressing dumpsters, and obtaining a letter from V-trans and wastewater allocations. The discussion concluded with clarification on wastewater allocation, confirming that it is typically attached to the property rather than the business.

Motion made by Paul Trudell to accept the application with the documents mentioned. Motion seconded by [Susanna Burnham](#). Motion carried (7/0).

The Development Review Board discussed various administrative matters and procedural issues. They plan to reorganize the board at the next regular meeting after a special meeting on March 31st for the Louie Ferris property. The board members asked for copies of the 2023 zoning regulations on the town website, which are searchable. They thank Ron, a consultant and permit specialist, for his assistance.

ADJOURN

Motion made by Christy Snipp to adjourn. Motion seconded by Mary Ann Wilson. Motion carried. (7/0)

Meeting adjourned at 7:23 pm
Submitted and filed this 3/18/2025.
Bonnie McDermott, Scribe

Please note all minutes are in Draft form and are subject to approval at the next Development Review Board meeting.