



DEVELOPMENT REVIEW BOARD MEETING MINUTES OF MARCH 31, 2025

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

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager/Interim Zoning Administrator; Kevin Petrochko, Interim Assistant Zoning Administrator; Ron Rodjewski, Consultant

PARTICIPANTS/GUESTS: Jerry Throne, Ronald Stancliff, Charlie Burnham

CALL MEETING TO ORDER

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

AGENDA CHANGES OR ADDITIONS

Add under Other Business as 4: Elect Chair and Vice Chair

APPROVE PRIOR MEETING MINUTES

1. Approve minutes 2-20-25

Motion made by Mary Ann Wilson to approve the minutes of 2/20/2025. Motion seconded by Donnie Blake. Motion carried. (5/0/2) Christy Snipp and Chris Wiltshire abstained.

2. Approve minutes 3-12-25

Motion made by Mary Anne Wilson to approve the DRB minutes of 3/12/2025. Motion seconded by Donnie Blake. Motion carried. (6/0/1) Chris Wiltshire abstained.

PUBLIC COMMENT

None

ACTION ITEMS TO BE CONSIDERED

1. None

None

HEARING OF APPEALS AND DEVELOPMENT APPLICATIONS

- 1. #2025-010 submitted by Louis J. Ferris, on behalf of L.H. & A. Realty, LLC, (f.k.a. L.H. & A Realty Limited Partnership) (SPAN 414-129-11238, Parcel ID 08089, 32 VT Route 15 East, 1.10 acres) requesting the DRB consider its "Appeal of Action of Interim Assistant Zoning Administrator Dated February 20, 2025" and received by the Town on 03-03-2025. The Appellant requests the DRB issue an order upholding the binding effect of a November 21, 2024 communication of Zoning Administrator Todd Thomas and allow the Appellant to proceed with its use of the Property in accordance with the plans provided by the Appellant. The subject property is in the Commercial (COM) Zoning District.**

Those sworn in were:

Louis Ferris Jr
Louis Ferris Sr
Brent Raymond
Kevin Petrochko
Ron Rodjenski

Paul Trudell recused himself as a DRB member due to a conflict of interest.

The meeting revolved around the hearing of appeals and development applications, specifically focusing on a property submitted by Lewis J. Ferris on behalf of L.H. and A Realty LLC. The property, located at 32 VT Route 15E is in the commercial zoning district. The appellant requested the DRB to uphold the email determination of a November 21st 2024 communication of former zoning Administrator Todd Thomas and allow the appellant to proceed with its use of property, in accordance with the plans provided by the appellant. The subject property is in the commercial zoning district. The applicant, Louis Ferris Jr, presented his case, stating that the goal is to bring new business to a well-known vacant property at the crossroads of Morristown. He also mentioned that they have been working with multiple prospective tenants and had been in correspondence with the former zoning administrator, Todd Thomas, who offered them an executive approval to permit and allow them to move forward with the project.

The discussion also touched on the need for permits and the potential for delays in the project timeline. Ron clarified that the retail use is a permitted use in the commercial district and that an administrative permit could be approved quickly if certain criteria are met. The conversation ended with the board members discussing the issue of change of use and the need for a permit. Brent, Ron and Kevin consulted the legal department, who determined that an email from Todd Thomas to L.H.&A Reality was not a decision in keeping with the Zoning Bylaws.

Motion made by Chris Wiltshire to go into a deliberative session. Motion seconded by Susanne Burnham. Motion carried. (7/0/1). Paul Trudell recused himself due to a conflict of interest from the hearing.

Motion made by Chris Wiltshire to come out of the deliberative session. Motion seconded by Mary Ann Wilson. Motion carried (7/0/1). Paul Trudell recused himself due to a conflict of interest from the hearing.

OTHER BUSINESS

1. Trainings and DRB Correspondence

Ron informed the committee there is self-taught online training through VLCT on Planning and Zoning available to the DRB members. Also, he can arrange specific DRB in-house training in areas requested by members. He recommended the following topics: Stowe-Highlands law, and the 1111 requirements of VTrans. There will be a VLCT Planning and Zoning Training in May.

2. Board member comments & requests to staff

The DRB members have several requests. One was to have site plans enlarged enough so that the details could be seen easily. Another was to arrange the Stowe-Highland/Hildebrand Analysis laws written on a step-by-step page for each member to have for a reference. Each member should have a written definition of "critical" as used in the town plan and bylaws for ease of use by the DRB members. The town bylaws should be set in a checklist format which would allow an easy means of monitoring compliance.

3. Staff permit updates and upcoming hearings

Kevin has created an Excel worksheet of zoning permits, with dates and summaries of progress on each step, and a timeline for completion. All site plans must be completed before coming to the DRB.

4. Elect Chair and Vice Chair

Member Paul Trudell was able to vote on the elections of Chair and Vice Chair as he is a regular member and Chris Wiltshire is now an alternate so he abstained.

Motion made by Gary Nolan to approve the nomination of Donald Blake Jr. as Vice Chair. Motion seconded by Susanna Burnham. Motion carried (6/0/2). Donald Blake Jr and Chris Wiltshire abstained.

Motion made by Donald Blake Jr. to approve the nomination of Gary Nolan as Chair. Motion seconded by Susanna Burnham. Motion carried (6/0/2). Gary Nolan and Chris Wiltshire abstained.

ADJOURN

Motion made by Christy Snipp to close the hearing and send out their decision to the concerned people and adjourn the meeting. Motion seconded by Mary Ann Wilson. Motion carried (7/0/1). Paul Trudell recused himself due to a conflict of interest from the hearing.

Meeting adjourned at 7:12 pm
Submitted and filed this 4/4/2025.
Bonnie McDermott, Scribe

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