

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE DEVELOPMENT REVIEW BOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE  
DEVELOPMENT REVIEW BOARD  
MINUTES OF MEETING  
April 15, 2015**

**MEMBERS PRESENT:** Mark Sammut (Chairman); Jeff Pauza, Kevin Lavery, Mary Kehoe, Jerry Storey. (Jeff Hodgson and Peter Keelan were absent.)

**STAFF PRESENT:** Annie Geratowski, Zoning Administrator.

**OTHERS PRESENT:** Brian Precourt, William Hogan, William Posey, Paul Bakeman, Sean MacFaden, Jeff Olesky, Wendy Brauer, Hilary Scharf, Doris Basd, Dave Marshall, Nina Lynn, John Giebink, Joseph Oppenlander, Kay Kraushaar, Toby Richman, Mark DiPaulo, Doug Goulette, Sue Dixl, Dorothea Penar, Kara Alnasrawi, Jay Guyette, Tim Bergeron, Paul Penar, Christie Dornbiera, Tom Graham, Rosalyn Graham, Bill Stuono, Catherine Collette, Andy Collette, Carole Obuchowski, Liz Rider, Fenn Rider.

**AGENDA:**

1. Call to Order and Announcements
2. Public Comment
3. Approval of Minutes (3/18/15)
4. Applications
  - Design Review, Replace Enclosed Generator, 6055 Shelburne Road, Comcast Cable (DR15-06)
  - Re-Approval to Amend Final Plan, Absorb Lot 2 into lots 1&3, 120 Point View Drive, Bay's End, Inc. (SUB02-02R2)
  - Conditional Use, Modify Nonconforming Sign, 3328 Shelburne Road, DuBrul (CU15-03)
  - Preliminary Plan, Subdivision, 516 Falls Road, Posey (SUB15-01)
  - Sketch Plan, Reconfigure 5 Lots into 2 Lots, 17, 23, 25, 27 General Greene Road and 5 Chateaugay Road, Brauer (SUB15-02)
  - Conditional Use, Expand Existing Structure, 252 Windmill Bay Road, Giebink (CU15-01)
  - Conditional Use\Site Plan, U-Haul Rental, 2800 Shelburne Road, Collette (CU98-18R1\SP98-13R1)
5. Other Business/Correspondence
6. Adjournment and/or Deliberative Session

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**1. CALL TO ORDER and ANNOUNCEMENTS**

Mark Sammut called the meeting to order at 7:05 PM. Mark Sammut announced the agenda needs to be amended to include election of officers at the end of the meeting.

**MOTION by Mark Sammut, SECOND by Kevin Lavery, to amend the agenda to add election of officers at the end of the application hearings. VOTING: unanimous (5-0); motion carried.**

**2. PUBLIC COMMENT**

Bill Hogan, Wild Rose Circle, apologized for sending his memo directly to Chairman Sammut and staff due to not knowing the process.

**3. APPROVAL OF MINUTES**

*March 18, 2015*

**MOTION by Kevin Lavery, SECOND by Mary Kehoe, to approve the minutes of March 18, 2105 as written. VOTING: unanimous (5-0); motion carried.**

**4. APPLICATIONS**

The function of the Development Review Board as a quasi-judicial board and the hearing procedure were explained. Individuals to give testimony before the Board were sworn in.

**DR15-06: Design Review for a replacement enclosed generator, concrete pad, and vinyl fencing for screening at 6055 Shelburne Road by Comcast Cable**

No one appeared on behalf of the application.

## STAFF REPORT

The DRB received a written staff report, dated 4/15/15. It was noted Shelburne Historic Preservation & Design Review Committee recommended approval.

## APPLICANT COMMENTS

None.

## PUBLIC COMMENT

None.

## DELIBERATION/DECISION

Design Review, Generator, 6055 Shelburne Road, Comcast (DR15-06)

**MOTION by Kevin Lavery, SECOND by Jerry Storey, to grant design review approval to Comcast Cable Communications/Elm Electric, Inc. for an enclosed replacement generator, concrete pad and vinyl fencing to screen the unit at 6055 Shelburne Road. VOTING: unanimous (5-0); motion carried.**

**SUB02-02R2: Re-Approval of the Final Plan amendment to absorb Lot 2 in a five lot subdivision into Lot 1 and Lot 3 and increase the building envelope on Lot 1 and decrease the building envelope on Lot 3 at 120 Point View Drive in the Mixed Use District and Lakeshore and Storm Water Overlay districts by Bay's End, Inc. and Diego Lemos and Ingrid Camelo**

Brian Precourt appeared on behalf of the application.

## STAFF REPORT

The DRB received a staff memo on the application, dated 4/1/15 and 4/15/15. Annie Geratowski noted the application was previously approved, but the Mylar was not filed in time so re-approval is needed. The plat to be filed will have a different survey date than the one on file.

## APPLICANT COMMENTS

Brian Precourt summarized the owner of Lot 1 is buying a portion of Lot 2 and Lot 3 will get the remainder of Lot 2. The building envelope will be readjusted on Lot 1. The building envelope on Lot 2 will be eliminated and the building envelope on Lot 3 will be located on the other side of the ridge.

## PUBLIC COMMENT

None.

## DELIBERATION/DECISION

Re-Approve Final Plan Amendment, Absorb Lot 2 into lots 1&3, 120 Point View Drive, Bay's End, Inc. (SUB02-02R2)

**MOTION by Jeff Pauza, SECOND by Mary Kehoe, to close the hearing on SUB02-02R2 for re-approval of the Final Plan amendment for 120 Point View Drive.**

**VOTING: unanimous (5-0); motion carried.**

**CU15-03: Conditional Use for modification of a nonconforming sign at 3328 Shelburne Road in the Mixed Use District and Storm Water Overlay District by John DuBrul**

No one appeared on behalf of the application.

## STAFF REPORT

The DRB received a written staff report on the application, dated 4/15/15. Annie Geratowski explained the Automaster building is being renovated. There are two façade signs on the building which is not allowed per the regulations. The applicant will replace and modify the service sign on the façade. Maximum façade allowance is 10% of the façade or 100 s.f. whichever is greater. The existing sign just permitted is approximately 99 s.f. The proposed modified façade sign is 5 s.f. for a total of about 105 s.f. The second sign is nonconforming, but what is proposed is no more nonconforming than what is existing.

## APPLICANT COMMENTS

None.

## PUBLIC COMMENT

None.

## DELIBERATION/DECISION

Conditional Use, Modify Nonconforming Sign, 3328 Shelburne Road, John DuBrul (CU15-03)

**MOTION by Mark Sammut, SECOND by Mary Kehoe, to close the hearing on the Conditional Use application, CU15-03, and direct staff to prepare a decision to indicate approval to modify a nonconforming sign at 3328 Shelburne Road (The Automaster) as depicted in the sign design titled “Drawing #: BMW-Automaster-201”, prepared by United Sign Systems, A Division of United Advantage Sign Companies, Inc., dated January 29, 2015, subject to the following conditions:**

- 1. A zoning permit shall be required prior to any improvements being made.**
- 2. No further signage increasing the total area of façade signage on the Automaster building shall be permitted.**

**VOTING: unanimous (5-0); motion carried.**

**SUB15-01: Preliminary Plan for a major subdivision consisting of four single family houses (one existing) and two duplexes at 516 Falls Road in the Village Residential District and Storm Water and Historic Preservation and Design Review Overlay districts by William Posey**

Dave Marshall, engineer, and William Posey appeared on behalf of the application.

## STAFF REPORT

The DRB received a written staff report on the application, dated 4/15/15.

## APPLICANT COMMENTS

Bill Posey explained the property located by the Post Office on Falls Road is currently an excavating and truck repair company with an existing house and two large steel buildings. The house will remain on a lot within the subdivision. The private road serving the development will join with Wes Street.

Dave Marshall noted the following:

- The applicant worked with the town Highway Department regarding drainage on Falls Road, the Water Department on the water main, and the Sewer Department on how to manage the sewer conveyance (to bring the sewer line back to Falls Road to the pump station). The applicant is willing to provide an easement to the town to facilitate necessary connections and install a sewer main on Falls Road.

- Regarding storm water, the amount of impervious area has been decreased from .95 acre to .72 acre. Rain gardens and bio-swailes will be used to manage storm water flows.
- The apron at the curb cut is paved and designed to handle emergency vehicles and keep the gravel on the site. The access road is already on the site and is gravel. A waiver is requested to keep the road gravel. Article IX of the subdivision regulations regarding paved access within 100' of the proposed houses is met with the paved apron.
- Hydrants within a 300' radius have been identified per the request of the Fire Chief.
- Sidewalk is located to benefit the residents of Fisher Circle and Wes Road. The area is small and sidewalk throughout the entire neighborhood is not needed so a waiver is requested. The sidewalk will be concrete.

Kevin Lavery asked if there are plans to pave Wes Road. Bill Posey said the road is short and gravel now. For drainage purposes, to keep costs down and to maintain the character of the road Wes Road will not be paved. Kevin Lavery asked about the open gravel driveway by the duplex units. Dave Marshall said the area has always been gravel and was formerly the material storage area for the Fisher business.

Jerry Storey expressed appreciation for the responsiveness and thoughtfulness of the applicant in addressing the issues raised by the DRB and staff.

#### PUBLIC COMMENT

Sean MacFaden, abutting property owner, stated drainage is an issue in the area. Mr. MacFaden suggested the tree cover and the existing drainage ditch on the triangle of land at the back corner of the property should be maintained. Also, the duplex in the northwest corner is shown with two driveways which could be redesigned as one driveway centered between the buildings to reduce the impervious surface.

There were no further comments.

#### DELIBERATION/DECISION

Preliminary Plan, Subdivision, 516 Falls Road, Posey (SUB15-01)

**MOTION by Jerry Storey, SECOND by Kevin Lavery, to close the hearing on the subdivision at 516 Falls Road (SUB15-01) and direct staff to prepare a decision to indicate Preliminary Plan approval subject to the following conditions:**

1. **All items waived by the DRB until Final Plan review must be submitted in order for a Final Plan application to be considered complete.**

2. Any application for Final Plan review shall include a management agreement for both Wes Road and the proposed loop road.
3. The signature block on the plat shall read “Development Review Board” rather than “Planning Commission”.
4. The bio-retention facility shall be constructed so as to retain as many of the existing trees as possible.

**VOTING: unanimous (5-0); motion carried.**

**SUB15-02: Sketch Plan to reconfigure five existing lots into two lots at 17, 23, 25, 27 General Greene Road and 5 Chateaugay Road in the Rural District and Neighborhood and Lakeshore Overlay districts by Wendy Brauer on behalf of Shelburne Harbor Ship & Marine and Lambert & Margaret Aske Trust**

Jeff Olesky with Wilson Consulting Engineers and Wendy Brauer, applicant, appeared on behalf of the application. Mary Kehoe recused herself.

**STAFF REPORT**

The DRB received a written staff report on the application, dated 4/15/15. Annie Geratowski noted comments from the Shelburne Natural Resources Committee have been incorporated into the conditions for the application.

**APPLICANT COMMENTS**

Jeff Olesky explained the proposal as follows:

- There are five existing lots that are wooded and undeveloped. The proposal is to merge a few of the lots to create two buildable lots for single family houses (2000 s.f., three bedroom houses with shared septic on newly created Lot 3).
- Existing lots 11 & 12 will be merged into building lot 1. Existing lots 14 & 15 will be merged into building lot 2. The lot between the two building lots (Lot 13) will be left undeveloped. The owners of lots 1 & 2 may be allowed to purchase the lot in the future.
- The Neighborhood Overlay District limits building coverage to 5% so merging the lots will allow a larger house to be built.
- Soil conditions for on-site septic will allow a maximum of two houses. A state waste water permit has been secured for the lots.
- The land drains from south to north. The soils are silt loam. A mound system is proposed for the on-site septic due to the high water table. The grade of the single lateral mound is south to north and on contour. The mound system will blend in naturally. Both houses are required to have pre-treatment. There will be an underdrain system on the upside of the mound to help maintain dry soils for the system.

- There is a natural drainage way and a drainage culvert to the north going to a swale and finally to the lake. The scope of the development will not exacerbate the drainage situation, but a hydro-analysis can be done if necessary.
- Only the area for the proposed houses and the driveways will be cleared. Grass swales and retention areas can be built. Each driveway will likely have a ditch and culvert.
- Vermont Agency of Natural Resources analysis found there are no wetlands. Rare species qualified for all of Shelburne Point. Further evaluation can be done if required.

Jerry Storey asked if the size of the proposed houses is roughly the same as existing houses in the neighborhood. Mr. Olesky said house sizes in the neighborhood range from 1800 s.f. to 3500 s.f. Wendy Brauer added the smallest house is 1456 s.f. and the largest is 3560 s.f. Lot sizes range from .45 acre to 1.6 acres.

#### PUBLIC COMMENTS

Paul Bakeman, 432 Harbor Road, submitted written comments from the neighbors expressing concern about the wetness of the lots year round and the surface water that eventually drains into the lake. Mr. Bakeman said there is a lot of water going through the property. The DRB is urged to do a site visit to see the surface water and drainage issues. Mr. Bakeman said the development will cause the drainage flow to increase in speed. There is no formal ditch. Water drains through slowly and purifies before going into the lake. The residents recommend the following conditions with the proposed development:

- Maintain current conditions of drainage,
- No change to current flow direction,
- No increase in flow rate,
- No increase of water flow onto adjacent properties,
- No further subdivision of property in the future.

Bill Stuono, 13 General Greene Road, stated the 5% rule in the Neighborhood Overlay exists because the lots are wet. The DRB has been intentionally misled by the applicant in that it is 1000 s.f. footprint so up to a 3000 s.f. house could be built on the lots and that is larger than most of the other homes in the neighborhood. By combining lots up to a 6000 s.f. house could be built and that is larger than all the homes in the neighborhood. The existing houses are assessed at \$21,000 because the lots are wet. Shelburne Planning Director, Dean Pierce, said the data show one-third to one-half of the water flow passes through the lots and discharges via the Bakeman lot and to the east into the lake. The residents are concerned about water not being able to absorb into the ground and the potential impact on the community beach by e-coli. Mr. Stuono said there are endangered species (a type of sedge) on the land so a technical review is requested to

determine where the species are located. State DEC said there are Class 2 wetlands on the site so an independent technical review is also requested to delineate the wetlands and the applicant should be required to secure a DEC wetlands permit.

Joseph Clarence Oppenlander, 41 Ticonderoga Road, asked if fill will be brought to the lots which will change the contour lines and the pattern of drainage. Mr. Olesky said fill will be brought in and the contour lines on-site will be changed. Mr. Oppenlander asked how the mound system will be kept clear. Mr. Olesky said there will be cleanouts on the end cap and elbow that can be flushed. The property owners will be responsible for maintaining the septic system.

Kay Kraushaar, abutting property owner, stated any change in the drainage pattern will impact their lot. The lot behind is always wet and the swale is full. Mr. Olesky pointed out there is a natural swale to a formalized ditch on the northerly lot. The proposed development will not exacerbate existing conditions on neighboring lots. There are ways to manage flow and runoff on-site.

There were no further comments.

#### DELIBERATION/DECISION

##### Sketch Plan, Reconfigure Lots, General Greene Road and Chateaugay Road, Brauer (SUB15-02)

Mark Sammut suggested the DRB do a site visit and requested the following from the applicant:

- 20 scale plans so the text is readable,
- show the contours on adjacent properties,
- gather comments from the state on Class 2 wetlands on the site,
- address storm water issues.

**MOTION by Mark Sammut, SECOND by Kevin Lavery, to do a site visit and continue the hearing for SUB15-02 by Wendy Brauer until May 6, 2015. VOTING: unanimous (4-0); motion carried.**

Mary Kehoe returned to the DRB.

##### **CU15-01: Conditional Use for expansion and reconstruction of an existing structure within the 100' setback from the 102' elevation contour at 252 Windmill Bay Road in the Residential Zoning District and Lakeshore and Floodplain and Watercourse Overlay districts by John Giebink**

John Giebink appeared on behalf of the application.



**STAFF REPORT**

The DRB received a staff memo on the application, dated 4/15/15. Annie Geratowski distributed the opinion from the Town Attorney to the DRB regarding setbacks.

**APPLICANT COMMENTS**

John Giebink said the application is essentially the same except the size of the garage footprint was decreased and the roof lines were changed. The determination is the setback is from the property line. The setback of the existing garage is 34.1' from the property line and the new garage is 34.4' from the property line. The deck has been removed from the proposal as recommended by the state for shoreline protection.

Annie Geratowski asked if the main roof is 8:12 pitch and 32' at the dormer. The applicant confirmed this. Ms. Geratowski asked if the peak of the dormer is below the midpoint of the roof. Mr. Giebink confirmed this.

**PUBLIC COMMENTS**

None.

**DELIBERATION/DECISION**

Conditional Use, Expand Existing Structure, 252 Windmill Bay Road, John Giebink (CU15-01)

**MOTION by Jeff Pauza, SECOND by Kevin Lavery, to close the hearing on application CU15-01 by John Giebink and direct staff to prepare a decision to indicate Conditional Use approval for the expansion of a nonconforming structure in the Lakeshore Overlay to include a one-bedroom accessory apartment at 252 Windmill Bay Road as depicted on the site plan prepared by Stuart J. Morrow, Consulting Land Surveyor, titled "Site Plan, Proposed Condition, Property of John C. Giebink, 252 Windmill Bay Road, Shelburne, Vermont", dated January [March] 2015 with the following conditions:**

- 1. A zoning permit shall be required prior to any improvements being made.**
- 2. Any zoning permit application for site work shall include the submission of a Vermont Natural Resources Project Review Sheet along with documentation that the project is either exempt or in compliance with EPR Chapter 22.**
- 3. Certificate of Occupancy shall be required.**

**VOTING: unanimous (5-0); motion carried.**

**CU98-18R1\SP98-13R1: Conditional Use\Site Plan for the addition of a U-Haul rental use to an existing retail furniture store and self-storage business at 2800 Shelburne Road in the Mixed Use District and Storm Water Overlay District by Andy Collette**

Doug Goulette, engineer, Andy and Catherine Collette, applicant, and Carole Obuchowski, attorney representing the Collettes appeared on behalf of the application.

**STAFF REPORT**

The DRB received a staff memo on the application, dated 4/1/15 and 4/15/15.

**APPLICANT COMMENTS**

Doug Goulette, licensed civil engineer with Lamoureux & Dickinson, reviewed the lot layout and showed the turning movement for a 53' long truck with eight designated parking spaces for U-Haul vehicles varying in size from a 4' x 8' trailer up to a 26' long truck. The spaces are 20' deep from the western edge of the pavement. There is signage saying small trailer parking to avoid any interference with the tractor trailer movements. The Collettes are on the property all the time and can resolve any conflicts with parked vehicles and trucks. Mr. Goulette also pointed out the site plan shows seven parking spaces in the front lot for U-Haul vehicles of various sizes. There is a 12' high white cedar hedge for screening and to soften the view of the vehicles from Wild Rose Circle. Sight distance for vehicles exiting the Collette site must be maintained so the hedge does not go right to the edge of the road, but the hedgerow can be extended slightly if necessary.

A video showing a tractor trailer doing the turnaround movement on the property was shown. Jeff Pauza asked for confirmation that a 26' long truck parked in the parking space closest to the spaces reserved for small trailers will not interfere with the turning movement of the large tractor trailer trucks. Mr. Goulette said a 26' U-Haul truck will extend beyond the parking space by six feet. The Collettes can make sure the larger trucks are parked in the proper spaces. Andy Collette said an inventory of rental trucks over the years shows only 3% are of the largest truck size. Typically the larger trucks go in and out in one day. When a reservation is made for a truck the U-Haul company will send up the truck. U-Haul can be told there is not space for the larger trucks and a limit can be set on the number of trucks on the site. Catherine Collette said the site plan and the video show the worst case scenario with the largest tractor trailer coming into the yard making the turning movement. Having 26' U-Haul jumbo haulers on the site is rare.

Mary Kehoe asked if vehicles can park around the back of the building. Andy Collette said the road around the building is a fire lane and cannot be used for parking. Ms. Kehoe asked why vehicles are parked in the front of the building. Mr. Collette said there are 22

parking spaces in the front lot and some are used for the U-Haul trucks. Annie Geratowski noted there is an existing condition of approval for the business that company vehicles are not to park in front of the building. Mary Kehoe observed that technically the applicant is in violation because there are U-Haul trucks parked in the front lot.

#### PUBLIC COMMENT

Paul Penar, 131 Wild Rose Circle, commented the design is useful for the truck drivers and vehicles per the client's request. To make the truck turn as shown in the video means the trucks must be where they are most visible to Wild Rose Circle. Doug Goulette said the design is for vehicles the client said are on the site. Software using industrial and national standards for turning movements was used to layout the site plan. Mr. Penar mentioned the vegetative screening over the years has been removed and should be restored. Mr. Penar showed a picture of a six foot high fence barrier by Wide Rose Circle and an eight foot high cedar hedge by Shelburne Road that does not adequately screen a 24' long U-Haul truck. Mr. Penar commented the Catch 22 situation is a 24' truck on the property means there is not enough space for a semi-truck to make deliveries.

Kevin O'Brien, 169 Wild Rose Circle, suggested the video show the vehicle entering the property, not just exiting the property.

Bill Hogan, 107 Wild Rose Circle, referred to the zoning regulations, Chapter IX, Section 1970.4, adopted July 6, 2011 prohibiting signs on motor vehicles or rolling stock including vehicles parked with logos. Mr. Hogan opined U-Haul trucks are moving billboards and violate the zoning ordinance. Businesses should have to play by the rules and the market value of the homes on Wild Rose Circle are being damage by not doing this. Mr. Hogan said it is only since the U-Haul business that there have been concerns with the trucks.

Dorothea Penar, 131 Wild Rose Circle, asked about space for snow removal. Mr. Goulette said just parking and turnarounds were reviewed, not snow removal. Ms. Penar echoed the comments about U-Haul trucks being billboards that are inadequately screened from Route 7 and the Wild Rose Circle neighborhood. Ms. Penar said she recently witnessed a large truck going partially into the neighborhood and trying to make the circle which took several attempts to achieve. There are significant ruts in the grassed areas from trucks unable to stay on the pavement while making the turn. Practically speaking the trucks are not making the turn. Ms. Penar said in 17 years of living in the neighborhood she has not seen a truck make the turn except in the videos presented by the Collettes.

Kara Alnasrawi, 124 Wild Rose Circle, stated the neighborhood has submitted videos of large semi-trucks blocking the road and spinning their wheels. The issue is safety with having the road blocked to traffic. The problem with the trucks has only existed since the U-Haul rental business started.

Jay Guyette, 144 Wild Rose Circle, questioned why car dealerships like Automaster are not allowed signs on their cars advertising how much a lease will cost similar to the advertisement on U-Haul trucks. There was continued discussion of signage and U-Haul trucks being parked in the front of the business. Mark Sammut said his interpretation of the regulation is a truck being used as a permanent sign would not be allowed, but vehicles parked temporarily are not signs otherwise many businesses along Route 7 with service vehicles parked in their lot would be in violation. Kevin Lavery pointed out the DRB cannot make a decision based on others who may or may not be in compliance with the zoning regulations.

Jeff Pauza observed the Wild Rose Circle neighborhood has not posted signs saying trucks are not allowed or that the road is private. Dorothea Penar said there has been discussion of posting a no trespass sign, but there are garbage trucks and postal delivery vehicles serving the neighborhood. The neighborhood has approached the town in the past about problems with the trucks and has been put in the position of being vigilantes watching for trucks in the neighborhood.

Carole Obuchowski, attorney for the Collettes, said per the deed and the homeowners association the neighbors have the right to ingress and egress and must maintain the road including plowing. Ms. Obuchowski felt an agreement can be worked out with the neighbors on maintenance of the road. The complaints of the neighbors have never been communicated to the Collettes until the DRB hearing and it is felt an agreement can be reached. Jerry Storey stressed the concern about safety and that traffic management is a shared responsibility by the Collettes and the neighbors. Zoning is only as good as the enforcement. The Collettes appears to only be interested in managing traffic for their economic interest. The applicant is urged to redouble the effort to convene with neighbors and arrive at a set of rules agreed upon by all.

#### DELIBERATION/DECISION

Conditional Use\Site Plan, U-Haul Rental, 2800 Shelburne Road, Andy & Catherine Collette (CU98-18R1\SP98-13R1)

**MOTION by Jeff Pauza, SECOND by Jerry Storey, to close the hearing on the application by Andy and Catherine Collette for a U-Haul rental business at 2800 Shelburne Road. VOTING: unanimous (5-0); motion carried.**

The DRB will deliberate the application and issue a decision within 45 days.

## 5. OTHER BUSINESS/CORRESPONDENCE

### *Election of Officers*

#### Chair

**MOTION by Jerry Storey, SECOND by Mary Kehoe, to nominate Mark Sammut as Chair of the Shelburne DRB.** There were no other nominations. **VOTING: unanimous; motion carried.**

Mark Sammut is Chair of the Shelburne DRB.

#### Vice Chair

**MOTION by Mark Sammut, SECOND by Jerry Storey, to nominate Jeff Pauza as Vice Chair of the Shelburne DRB.**

**MOTION by Jeff Pauza, SECOND by Kevin Lavery, to nominate Jerry Storey as Vice Chair of the Shelburne DRB.**

There were no other nominations.

**VOTING on Jeff Pauza as Vice Chair: majority of ayes; motion carried.**

Jeff Pauza is Vice Chair of the Shelburne DRB.

#### Clerk

**MOTION by Jeff Pauza, SECOND by Mary Kehoe, to nominate Jerry Storey as Clerk of the Shelburne DRB.** There were no other nominations. **VOTING: unanimous; motion carried.**

Jerry Storey is Clerk of the Shelburne DRB.

## 6. ADJOURNMENT and/or DELIBERATIVE SESSION

**MOTION by Mary Kehoe, SECOND by Jerry Story, to adjourn the meeting and convene deliberative session to discuss the application for 2800 Shelburne Road (Collette).** **VOTING: 4 ayes, one nay (Jeff Pauza); motion carried.**

The regular meeting adjourned and deliberative session convened at 9:41 PM.

*RScty: MERiordan*