

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**

**October 6, 2021**

**\*Hybrid Meeting held in-person and by teleconference.**

**MEMBERS PRESENT:** Anne Bentley, Mike Major, Allyson Myers, David Hillman. (Mark Sammut, John Day, and Zeke Plante were absent.)

**STAFF PRESENT:** Ken Belliveau, Interim DRB Coordinator.

**OTHERS PRESENT:** Stephen Brandon, Shelley Crombach, Eric Denice, David Webster, Gail Albert, Media Factory.

**AGENDA:**

1. Call to Order and Agenda
2. Approval of Minutes (9/15/21)
3. Public Comment
4. Disclosures/Potential Conflicts of Interest
5. Applications
  - Sketch Plan, FBZ Mixed Use Development, 107 Housing Units & Commercial Office Space, 2870 & 2882 Shelburne Road, Brandon/Crombach (FBZ21-02)
  - Final Plan Amendment, Expand Building Envelope, Lot 2, 28 Hemlock Lane, Denice/Wolfsen (SUB19-11R3)
6. Other Business
7. Adjournment

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**1. CALL TO ORDER and AGENDA**

In the absence of Chair, Mark Sammut, Anne Bentley called the hybrid in-person and teleconference meeting to order at 7 PM.

**2. MINUTES**

*September 15, 2021*

Approval deferred due to lack of a quorum present at the 9/15/21 meeting in attendance.

**3. PUBLIC COMMENTS**

None.

**4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST**

Those participating in the meeting were asked if anyone had any concerns about the participation of any DRB member in any matter on the agenda. No concerns were raised.

**5. 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 DRB were sworn in.

**FBZ21-02: Sketch Plan for consolidation of two parcels with 107 housing units and mixed use commercial office space to be developed in three phases at 2870 & 2882**

**Shelburne Road in the Mixed Use District, Stormwater Overlay District, and Shelburne Road Form Based Code Overlay District by Stephen Brandon and Shelley Crombach**

Ken Belliveau reported per the email, dated 9/28/21, the applicant is requesting a deferral to 11/3/21.

**MOTION by David Hillman, SECOND by Mike Major, to continue the hearing for FBZ21-02 to 11/3/21 as requested by the applicant. VOTING: unanimous (4-0); motion carried.**

**SUB19-11R3: Final Plan Amendment to expand the building envelope on Lot 2 at 28 Hemlock Lane in the Residential District and Stormwater Overlay District by Eric Denice and Laura Wolfsen**

Eric Denice appeared on behalf of the application.

**STAFF REPORT**

The DRB received a written staff report on the application, dated 10/6/21. Ken Belliveau explained the request to move the building envelope at 28 Hemlock Lane 20' to the south and west to gain flexibility in developing the property. The change does not encroach on the several easements on the property. A second option would be to shift the building envelope to the west only.

**APPLICANT COMMENTS**

Eric Denice stated the plan is to enlarge the envelope to pull the house away from the pedestrian easement and create a nice backyard.

Allyson Myers asked if the building envelope is getting larger. Ken Belliveau explained with the first option, yes. With second option the building envelope is only being moved, not enlarged.

**PUBLIC COMMENT**

Gail Albert asked if there will be any encroachment on forest land. Eric Denice said the forest is to the north next to a private lot.

**DELIBERATION/DECISION**

Final Plan Amendment, Expand Building Envelope, Lot 2, 28 Hemlock Lane, Denice/Wolfson (SUB19-11R3)

**MOTION by Mike Major, SECOND by David Hillman, to finalize the record, close the hearing, and direct staff to prepare a decision approving the modification of the designated building envelope on Lot 2 of SUB19-11R3 at 28 Hemlock Lane with the condition a mylar displaying the revised building envelope on Lot 2 be provided for signature by the DRB chair to be recorded in the town's land records and a zoning permit be obtained from the Shelburne Planning & Zoning Office meeting all applicable requirements of the town's zoning bylaws prior to commencing construction. VOTING: unanimous (4-0); motion carried.**

**6. OTHER BUSINESS/CORRESPONDENCE**

*Administrative Approval(s)*

The DRB received a copy of application(s) receiving administrative approval for information purposes only.

*Meeting Schedule*

October 20, 2021 DRB meeting cancelled due to lack of applications. Next DRB meeting is 11/3/21.

**7. ADJOURNMENT**

**MOTION by Mike Major, SECOND by Allyson Myers, to adjourn the meeting.**

**VOTING: unanimous (4-0); motion carried.**

The meeting was adjourned at 7:23 PM.

*RScty by tape: MERiordan*