

**FAIRFAX DEVELOPMENT REVIEW BOARD  
GENERAL & HEARING MINUTES:**

**Members Present: Jason Heyer, Nick Hibbard, Adam Fitzgerald, Michelle Dufresne**

**Public Present: Amber Soter, Z.A., Ann Lemieux, Bill Superneau, Kevin Leach, Tyler Russell**

**7:00 PM- J. Heyer** called the meeting to order. This meeting had in person attendance of the board, the Zoning Administrator and one applicant from each proposed project. The meeting was held via Zoom and interested parties were given the information in advance and able to attend. Kevin Leach and Tyler Russell were in attendance via Zoom.

**7:01 PM N. Hibbard** made a motion to approve the Minutes from March 10, 2020. **A. Fitzgerald** 2<sup>nd</sup>. All in favor.

**7:05 - Reconvene of recessed hearing for Mark & Leebeth Ann Lemieux** for a Home Industry Conditional Use and Site Plan Approval Hearing for a seasonal event venue in an existing barn located at 45 Dusttrail Road. Parcel ID DT0045

The warning was read and all parties were sworn in. This hearing was originally held on March 10, 2020 and reconvened for April 14, 2020 but due to Covid-19 it was cancelled. This new meeting was warned again. Ann presented a more detailed plan of parking and an easier to understand site plan. The board asked that Ann meet with the Fire Chief to go over any emergency services access and indicate necessary measures on the map. It was determined that there will not be garbage services and it will be a take in/take out policy. There will be solar lights illuminating walk ways and there are currently spot lights on the barn and house. There will be porta-potty's behind the barn. Tyler Russell, an interested party asked about Road Maintenance and safety. Ann indicated that temporary signs will be placed on event day stating "no parking" and that they will continue to provide maintenance to the road.

The board would like the following items addressed:

1. The entire map be to scale including the driveway and road widths
2. Handicap access to be adequate to meet ADA guidelines
3. The distance of the spot lights to be indicated showing what is illuminated and to insure that there is enough lighting on the parking areas and walking areas
4. Location of solar lights added
5. Porta Potty locations to be added
6. For the applicant to meet with the Town's Fire Chief and incorporate any necessary measures to meet state guidelines for emergency access

This hearing has been recessed until June 23<sup>rd</sup>, 2020. That meeting will start at 7p.m.

**7:15 PM- C. Rainville** made a motion to accept the Zoning Administrators recommendation to approve the 2 lot subdivision. **A. Fitzgerald** second. All in favor.

**7:40 PM- Request of Kevin Leach for a sketch plan hearing** for a proposed 3 lot PUD subdivision located at 263 Fletcher Road. Parcel ID FR0263

The warning was read, and all parties were sworn in. Bill Superneau presented the plan for Kevin Leach who was attending via Zoom. This is a proposed 3 lot PUD with two of the lots being building lots and one lot being common land to be owned by lots 1 & 2 respectively. There was discussion of creating a shared access driveway agreement. The following items should be addressed before the final meeting:

- 1. Add building envelopes
- 2. Indicate driveway lengths
- 3. Indicate that driveways will meet the Development Regulation requirements
- 4. Indicate that Lot 3 will be common land and owned by land owners of Lot 1 and 2
- 5. Add the setback for the PUD around the perimeter of the project

**8:10 PM- N. Hibbard** made a motion to determine this application a minor subdivision and move to a combined preliminary and final review hearing. **M. Dufresne** second. All in favor. The preliminary and final review combined hearing for this application will be held on June 23, 2020 and the meeting starts at 7p.m.

**8:15 PM N. Hibbard** made a motion to approve the Myler for the Schulman 2 lot subdivision. **M. Dufresne** 2<sup>nd</sup>. All in favor.

**8:25 PM – M. Dufresne** made a motion to adjourn. **N. Hibbard** 2<sup>nd</sup>. All in favor.

Respectfully submitted, Amber Soter, Zoning Administrator, DRB & Planning Commission Coordinator

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
For the Development Review Board

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*These draft minutes are unofficial until approved at the next regularly scheduled meeting. All motions were unanimous unless otherwise indicated.*

