

Tuesday July 14, 2020

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

**Members Present: Jason Heyer, Nick Hibbard, Adam Fitzgerald, Michelle Dufresne, Claude Rainville
Public Present: Amber Soter, Z.A., Alec Grab, Deanne Morin**

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 was permitted to attend in person if desired. The meeting was held via Zoom and interested parties were given the information in advance and able to attend. There were no attendees through Zoom.

7:03 Reconvene of the request of Alec Grab for Site Plan approval of a permitted use at 1175 Main Street (Parcel ID MA1175). This is to convert a 2-unit dwelling into a 3-unit dwelling consisting of 1- 2 bedroom apartment and 2- 1 bedroom apartments.

The warning was read, and all parties were sworn in. The following items from the previous meeting were completed:

1. Include the total driveway access width, even the adjoining property shared entrance.
2. Verify garage location as it looks in different location on google earth
3. Currently there are 4 designated parking spots which meet the requirements, but the applicant was asked to reduce the width and increase to 6 spots so that he has space for guest parking. With the reduced width, they should all still fit in the same location
4. Remove line where the proposed guest parking is so it is clear that is not boundary line
5. Show property setback of 10'

Alec met with the Fire Marshall and there were no concerns at this time.

M. Dufresne made a motion to close the hearing and move to deliberative. **C. Rainville** 2nd. All in favor.

7:07- Reconvene of the request of Ronald and Deanne Morin for a Site Plan Amendment Hearing on the undeveloped properties located on Michelle, Heather and Travis Roads. This amendment will be titled PHASE III and generally combines and re-arranges remaining lots from 2008 recorded mylar to create the final project phase.

The warning was read, and all parties were sworn in.

In order to make this amendment clearer, it was asked at the previous meeting that there be two maps submitted;

MAP 1- The first map would show the boundary line adjustments for lot 1 and lot h and lot 51. This will then show the remaining deferred land as one large parcel. This will make it clear what area was affected by the changes versus what is staying the same.

MAP 2- The second map will be with the newly created/amended building lots. This will show the new and final layout of the proposed amendments.

In addition to the two maps, the following items were requested:

1. Add the setback line to the legend
2. Do the density calculation for the entire area, not Lot H on its own. This includes any deferred land including Lot A.
3. Correct the total acreage
4. Did any acreage get added to Lot 36 or Lot 44? If so please indicate.

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All items were addressed as necessary and completed. There was some discussion about lot acreage and density calculations. It was asked that Lot H have setback lines added.

7:25 PM M. Dufresne made a motion to close the hearing and move to deliberative. **A. Fitzgerald 2nd**. All in favor.

7:30PM PM A. Fitzgerald made a motion to approve Leach- 3 lot subdivision Mylar Map. **M. Dufresne 2nd**. All in favor.

There was discussion of a Site Plan amendment for 14 Summit View St. The request falls under the revisions of a Site Plan section of the regulations where the Zoning Administrator can authorize a change to a Site Plan at the discretion of the DRB. The owner asked to change his driveway location on a pre-existing duplex. The request was granted.

7:50PM PM C. Rainville made a motion to approve the Minutes from June 23, 2020 with amendments. **A. Fitzgerald 2nd**. All in favor. The amendment was to re-word the sentence from the Morin hearing to read “This new map going forward will be the reference point and supersedes the old approved mylar” versus stating that the previous mylar was “null and void”.

7:51 PM A. Fitzgerald made a motion to enter deliberative. Grab Hearing and Morin. **M. Dufresne 2nd**. All in favor.

8:05 PM C. Rainville made a motion to exit deliberative. **A. Fitzgerald 2nd**. All in favor.

N. Hibbard moved to approve the Final Site Plan for Alec Grabb and the Findings of Fact and Order with Conditions; **A. Fitzgerald** second. All in favor

8:35 PM – C. Rainville made a motion to adjourn. **N. Hibbard 2nd**. 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.