

Minutes

Wallingford Development Review Board

March 20, 2024, 7:00 PM

Wallingford Town Hall

75 School Street

Wallingford VT 05733

Members present: D. Ballou (Vice Chair), J. Barbieri (alternate), E. Blaisdell, J. Burkett, L. Thayer (Chair, via phone)

Member(s) absent: J. Stone

Others Present: M. DeLorme, J. Duda, PEG TV

1. Call the Meeting to Order

The Chair called the meeting to order at 7:02.

2. Review Meeting Agenda: revise as necessary or approve.

Motion made by J. Burkett to approve the Agenda as written. E. Blaisdell seconded. Motion PASSED.

3. Reorganizational meeting

J. Barbieri suggested to table reorganization to after Selectboard re-appointments for any terms that are up. E. Blaisdell said her term is up and would like to be reappointed. Member agreed that if there was a change in board members voted as Chair and Vice Chair after the Selectboard meeting, a new vote for leadership could occur.

J. Burkett nominated L. Thayer to remain as Chair, E. Blaisdell seconded. L. Thayer accepted nomination. Motion PASSED.

E. Blaisdell nominated D. Ballou to remain as Vice Chair, J. Burkett seconded. D. Ballou accepted nomination. Motion PASSED

4. Open hearing for Application #24-02

The Chair opened Application #24-02 (Wallingford Village Market, LLC.) Conditional Use to Open a Village Market consistent with the site plan attached to the application. The Chair noted the reason the applicant is required to get a Conditional Use permit is because they are requesting to have restaurant/café, retail/markets are an allowed use. The previous restaurant (Sal's) has been out of operation for longer than one year, therefore a new restaurant/café requires a conditional use permit.

The Chair invited the Applicant to describe the application and project. M. DeLorme said she wanted to open a small market at the black with a commercial kitchen. Requested hours are 7am to 9pm, 7 days a week. M. DeLorme noted she had obtained state permits.

L. Thayer asked if there was a site plan that shows the site as referenced in the application because the application included two floor plans. M. DeLorme confirmed there was no site plan, only floor plans. L. Thayer asked the applicant if she had any information on signage. M. DeLorme said she didn't know she needed to provide that information. L. Thayer noted that they need to know what type of signage she is proposing, what size the sign would be, if there lighting is requested, and where it would be located prior to making a determination.

J. Barbieri asked about traffic and parking. Discussion followed.

Member of the public J. Duda offered that she is providing assistance to the applicant with the signage and business venture. M. DeLorme and J. Duda said they would just conform to what is required in the regulations. J. Duda wanted the board to conditionally approve a sign that meets regulations. D. Ballou noted that in the approval for Sweet Birch Café, it was discussed where new and future signs would go to prevent any visual obstructions or having too many signs along the building and the Board wanted to know specifically where the signage would go. Discussion followed.

M. DeLorme / J. Duda showed a picture of the sign on thier phone without dimensions or lighting information. J. Duda said it would be a projecting sign off the northwest corner of the building and would be approximately 48" diameter. L. Thayer noted a projecting sign can only be 8 SF total and said that the Board needs the requested information prior to making a decision. She asked if the applicant could provide the sign size, location, and lighting at a future hearing. M. DeLorme and J. Duda said they would provide this at the next meeting.

5. Continue hearing

J. Barbieri made motion to continue Application #24-02 to March 27th at 7:00pm at Town Hall, D. Ballou seconded. Motion PASSED.

6. Approve Minutes

November 29th, 2023 – J. Barbieri motioned to approve the minutes as written, second by E. Blaisdell. Motion PASSED.

January 24th, 2024 – Minor edits were proposed by J. Barbieri. J. Burkett motioned to approve minutes as written, D. Ballou seconded. Motion PASSED.

February 21st, 2024 – J. Barbieri motioned to approve minutes, E. Blaisdell seconded. Motion PASSED.

7. Open Meeting to Public Input

No public input.

8. Discussion about member absences

J. Barbieri noted this should be a Town wide policy and recommended bringing it up with the Selectboard. L. Thayer said she would do this when she meets with the Selectboard in April.

9. Any Other Business

J. Barbieri noted that she had not received a letter from Midway Oil regarding the January 24th application; D. Ballou and J. Burkett had also not received letter. The 45-day limit for DRB decision had passed yesterday. The letter was supposed to be a condition of approval. Board members were unsure how to proceed since the applicant had not supplied the required items even though no action was taken by DRB to approve or deny. L. Thayer noted she was not present at that hearing, but recommended reaching out to VLCT or the Zoning Administrator for guidance on how to proceed.

J. Barbieri brought up that T. Roser should get her \$250 application fee back because it was determined at the last hearing she did not need a conditional use application. It was noted the ZA should follow up with the Selectboard to request this refund on behalf of the applicant.

10. Enter deliberative session

J. Barbieri motioned to enter deliberative session, E. Blaisdell seconded. Motion PASSED. Deliberative session entered at 8:10pm.

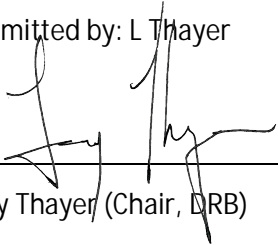
11. Exit deliberative session

E. Blaisdell motioned to exit deliberative session, D. Ballou seconded. Motion PASSED. Deliberative session exited at 8:38pm.

12. Adjourn

E. Blaisdell motioned to adjourn, J. Burkett seconded. Motion PASSED. Meeting adjourned at 8:39pm.

Submitted by: L Thayer



Lucy Thayer (Chair, DRB)

03/30/2024

Date