

## Minutes

Wallingford Development Review Board

March 27, 2024, 7:00 PM - *Special Meeting*

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)

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 7:00.

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

Discussion to include adding approval of draft 3/30/24 minutes to agendas, all agreed. Motion made approve the agenda with addition of review and approval of 03/20/24 minutes by J. Burkett. E. Blaisdell seconded. Motion PASSED.

### 3. Continue hearing for Application #24-02

The Chair opened the continuation of Application #24-02 (Wallingford Village Market, LLC.) Conditional Use to "Open a Village Market consistent with the site plan attached to the application. M. DeLorme provided sign package for the board and a letter from the building owner, Michelle Kenny. L. Thayer read the letter into the record. J. Duda described the sign size (32"x34"), location (northwest corner of building), and type (projecting). J. Duda noted they will use the existing lighting that is already on the building that include two downlights and a building sconce. J. Burkett asked if the existing lighting would be sufficient to light the sign and asked if the Applicant intended to change the direction of the lights to uplight the sign. J. Duda said no, that was not the intent and they do not want to change the lighting to be uplight or add lighting.

J. Burkett asked what 'build to suit' meant in the application, if the building owner provided all the interior work and appliances. M. DeLorme said that the appliances are provided by Wallingford Village Market while the owner of the building did other interior site construction, like walls. J. Barbieri commented on parking and wondered if there was any place additional parking could be provided. L. Thayer noted the handicap access to the building had changed and it was now less accessible than it had been. There were questions on if the current layout met ADA standards.

J. Burkett asked how far the sign would project from the building. J. Duda didn't have a specific distance but estimated the sign would project a few feet from the wall. Discussion was had about the height of the sign. J. Duda noted the sign would be 8' from the ground at the bottom of the sign. D. Ballou noted the Sweet Birch sign is too low and taller folks can hit their heads on it, especially since the handicap ramp that exists now wasn't there when the Sweet Birch application was approved.

J. Burkett noted that it would be beneficial for the Board to hear from the building owner about the long-term plans to make sure future signage all works together and there are not too many signs that would have tenants in competition for sign space/location.

E. Blaisdell motioned to close the hearing. J. Barbieri seconded. Motion PASSED.

**4. Enter deliberative session**

J. Burkett motioned to enter deliberative session, E. Blaisdell seconded. Motion PASSED. Deliberative session entered at 7:27pm.

**5. Exit deliberative session**

J. Burkett motioned to exit deliberative session, E. Blaisdell seconded. Motion PASSED. Deliberative session exited at 7:28pm.

**6. Approve Minutes**

March 20<sup>th</sup>, 2024 – Minor edits were made. J. Barbieri motioned to approve the minutes as amended, second by J. Burkett. Motion PASSED.

**7. Enter deliberative session**

J. Burkett motioned to enter deliberative session, E. Blaisdell seconded. Motion PASSED. Deliberative session entered at 7:48pm.

**8. Exit deliberative session**

J. Burkett motioned to exit deliberative session, E. Blaisdell seconded. Motion PASSED. Deliberative session exited at 8:00pm.

**9. Motion to approve application**

J. Burkett motioned to approve the application with conditions. E. Blaisdell seconded. Motion PASSED.

**10. Any Other Business**

J. Barbieri noted that The Zoning Administrator said they had not seen a motion to request the \$250 application fee to T. Roser. J. Barbieri made a motion to request the \$250 application fee be returned to T. Roser. E. Blaisdell seconded. Motion PASSED.

**11. Adjourn**

D. Ballou motioned to adjourn, E. Blaisdell seconded. Motion PASSED.

Meeting adjourned at 8:07pm.

Submitted by: L Thayer

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Lucy Thayer (Chair, DRB)

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Date

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