

## Minutes of the Development Review Board

Meeting Date: 16<sup>th</sup> September, 2019

DRB Members present:

Wendy Manners (Chair)

Paul Lockyear

Cheryl LaFlamme

Others Present:

Mike Tuller (Zoning Administrator)

General Business:

1) The meeting was called to order at 6.03pm.

2) Administrative matters:

- Three additional items were suggested to be added to the agenda, those being:
  - That the minutes of the DRB meetings of the 17<sup>th</sup> June and 15<sup>th</sup> July be amended
  - That a discussion should take place regarding the proposed wording of a document designed to introduce future DRB meetings entitled “DRB Meeting Process Introductory Statement”
  - That consideration be given to new wording for Sections IV and VII of the Town Zoning Ordinance,

A motion to include these items in the agenda was moved by Cheryl LaFlamme and seconded by Paul Lockyear. The motion carried unanimously.

- The amended minutes from the DRB meetings of 17<sup>th</sup> June 2019 and 15<sup>th</sup> July 2019 were discussed and a motion to approve the minutes as amended was received from Cheryl LaFlamme and seconded by Paul Lockyear, the motion carried unanimously.

3) Mike Tuller, the new Zoning Administration Officer was introduced to the Board. The Board welcomed Mike and expressed their intent to support him fully in his duties and set out their expectations of Mike as the Zoning Administrator.

4) At 6.20pm the meeting moved on to consider the DRB Meeting Process Introductory Statement.

5) At 7.05 the meeting moved on to consider the new wording of Sections IV and VII of the Zoning Ordinance.

A motion was made by Cheryl LaFlamme to continue the hearing with regard to items 3) and 4) until 6pm on Monday 30<sup>th</sup> October at the Wilmington Town Hall.

A motion to close the meeting was made at 7.10 by Cheryl LaFlamme and seconded by Paul Lockyear. The motion carried unanimously..

Respectfully submitted:

Paul Lockyear,  
Clerk, DRB