

TOWN of WILMINGTON
Minutes of the Development Review Board

Meeting Date: 19 July 2021

DRB Members:

Cheryl LaFlamme

Charlie Foster

Chrystal Holt

Diane Abate

Others Present:

Mike Tuller (ZA)

Mike Eldred (press)

Gretchen Havreluk

Jessica Lee Smith

Stephanie Pohle

Ginny Reed

Brian Holt

General Business:

1. The meeting was called to order at 5:00pm by Cheryl LaFlamme
2. Additions to the agenda- Cheryl added "Discussion about ex parte discussions" to administrative matters.
3. Approval of minutes from June 28th meeting- motion made by Charlie Foster, second by Chrystal Holt, motion carries unanimously.
4. Hearing for Application #2021-027
Owner: Stephanie Pohle
Address: 19 S Main St
Applicant proposes a mobile food trailer in existing parking lot and the addition of an auxiliary kitchen, outdoor seating, plantings and designated parking spaces.

Applicable Code Sections:

Article II- Sections: 222, 223, 224, 226, 227

Article IV- Sections: 400, 423, 424, 440, 450 B

Article V- All Sections

Article VI- Sections: 602, 604, 610 A L

Article VII- Sections: 710, 720, 721 A B C D, 722 A B C, 723, 730 A B C D F L

5. Meeting went into hearing at 5:03pm
 - Administered oath to Stephanie Pohle
 - No conflicts of interest on board
 - Cheryl LaFlamme reads the application information

- Chrystal Holt reviews the applicable ordinances
 - Continued testimony from Stephanie Pohle
6. Motion to Close the hearing at 6:04pm made by Cheryl LaFlamme, second by Charlie Foster, motion carries unanimously.
 7. Move to Administrative Matters
 8. Motion to Approve "Rules of Procedure" at 6:05pm by Charlie Foster, second by Chrystal Holt, motion carries unanimously.
 9. Discussion of inclusion of a condition to all future permits with a specific time to finish approved work. Subject to be added to the agenda for 2nd meeting in August.
 10. Discussion about packet submittals and proper lead time on packages from applicants.
 11. Motion to begin deliberation at 6:31pm by Cheryl LaFlamme, second by Charlie Foster, motion carries unanimously.
 12. Begin deliberation.
 13. Motion to close deliberation at 6:53pm by Charlie Foster, second by Cheryl LaFlamme, motion carries unanimously.
 14. Motion to approve this application with conditions at 6:54 by Cheryl LaFlamme, seconded by Chrystal Holt, motion carries unanimously.
 15. Motion to Close the Meeting at 7:00pm by Charlie Foster, second by Chrystal Holt, motion carries unanimously.

Respectfully submitted,
Chrystal Holt
Clerk