

TOWN of WILMINGTON
Minutes of the Development Review Board

Meeting Date: 15 April 2024

DRB Members:
Cheryl LaFlamme
Charlie Foster
Chrystal Holt
Diane Abate

Others Present:
Gretchen Havreluk
Jessica Roberts
Jake Moore
Sarah Fisher

Present via Zoom:
Heather Thomson

General Business:

1. The meeting was called to order at 5:00 pm by Cheryl LaFlamme.
2. Visitor or Public Comments- None
3. Additions to the Agenda- Discuss VLCT Training dates.
4. Approval of minutes from 1 April 2024 meeting, motion made by Chrystal Holt, second by Charlie Foster, motion passes unanimously.
5. Discussion of DRB Rules of Procedure and Ethics – adjustment recommended by Cheryl, accepted by other board members.
6. Approval of DRB Rules of Procedures and Ethics with adjustment made by Chrystal Holt, second by Diane Abate, motion passes unanimously.
7. Open Hearing for Application #2024-020 & #2024-021 at 5:04pm.
Property address: 27 East Main St, Wilmington
Owner: Elizabeth & Mark Richards
Proposal: Change of Use to hair salon and professional services with existing office space retained on lower level and a sign application in the Village and Design Review Overlay Districts

Applicable Code Sections:

Article II- Sections: 222, 223, 224, 226, 227, 272

Article IV- Sections: 420, 423, 424, 440, 450 B

Article V- Sections: 500, 510, 511, 512, 530, 540

Article VII- Sections: 710, 720, 721, 722, 730 A, D, H

8. Meeting went into hearing as follows-
 - Administered oath to Heather Thomson
 - No conflicts of interest from the Board
 - Cheryl LaFlamme read the application information
 - Charlie Foster reviewed the applicable ordinances
9. Closed Hearing for Application #2024-020 & #2024-021 at 5:28 pm.
10. DRB went into deliberation at 5:28 pm.
11. Motion to adjourn meeting at 5:37 pm by Chrystal Holt, second by Charlie Foster, motion carries unanimously.

Respectfully submitted,
Chrystal Holt
Clerk