

**I. Call to Order**

Members Present: Kevin Lumpkin, Chair; Matt Bacewicz, Vice-Chair; Harland Miller, Secretary; David Weissberger; Elsie Goodrich; Kaitlin Hayes

City Staff Present: Eric Vorwald

Guests Present: Martin Courcelle, Mounir Khouri, Chris Savard, Bonnie Ryder, Meredith Bushey, Alain Brunet

Call to Order by: Matt Bacewicz

Meeting Start Time: 6:34 PM

Minutes Recorded by: Eric Vorwald

**II. Changes to the Agenda**

None

**III. Public Comment**

None

**IV. Approve Previous Meeting Minutes**

Decision: 5 – 0

Motion by: Mr. Miller

Second: Ms. Goodrich

Minutes/Notes: Motion to approve the minutes as presented

**V. Public Hearing on Minor Subdivision – 165 East Spring Street Preliminary Plan Review**

Mr. Bacewicz provided an overview of the Development Review Board role in the proceedings. He also swore in those members of public that were in attendance wishing to provide testimony. Following the introduction, Mr. Vorwald provided a brief overview of the project including the DRBs previous review of the proposal. He also indicated that comments from the DRB on the sketch plan were forwarded to the applicant, and a copy of those comments was included with the agenda.

Following Mr. Vorwald's introduction, Mr. Courcelle, representing the applicant, provided a more detailed review of the project and highlighted the changes that were made to the plan based on the comments from the DRB on the sketch plan. In addition, Mr. Courcelle indicated that the plan showed a proposed development, but the proposal was only to subdivide the property and any development on the new lot would come forward under a separate application. Mr. Courcelle also highlighted the request for the waiver to allow the existing two-unit dwelling to

encroach into the sideyard setback.

Members of the DRB asked questions of Mr. Courcelle including information on access to both lots; use of Normand Court; future treatment of the area that is currently a driveway related to seeding or other ground cover; access from the new parking area for lot one across the proposed stairs; and environmental issues. Following these questions, Mr. Courcelle provided clarification in regards to staff comments on the standards for subdivisions as outlined in Section 6.2.

With no additional questions from the members, Mr. Bacewicz asked if members of the public had comments. Several members of the public were in attendance and on-line. Most were adjacent property owners. Questions and comments from the public included information regarding the use of Normand Court; access and traffic concerns regarding the proposed access from East Spring Street; concerns with the proposed stairs; issues regarding the stormwater runoff on the hillside; questions about the viability to construct a new building; issues related to emergency access; and erosion concerns. The public also inquired about the request for the waiver and how that would impact the property.

Following comments from the public, Mr. Bacewicz invited Mr. Courcelle to provide any responses or follow-up information. Mr. Courcelle provided several comments, as well as Mr. Brunet. With no additional information or comments, Mr. Bacewicz thanked the members of the public and the applicant for attending and indicated that DRB would enter a deliberative session following the meeting to discuss the preliminary plan.

## **VI. City Updates**

Mr. Vorwald informed the DRB that the City offices would be closed on Monday in recognition of Juneteenth.

## **VII. Other Business**

Mr. Vorwald thank Mr. Lumpkin for his service to the DRB and the City. He also indicated that the next meeting would be on July 21<sup>st</sup> if needed. Finally, Mr. Vorwald noted that the City Council would be considering reappointments of members at their meeting on June 21<sup>st</sup>.

## **VIII. Adjourn**

Motion by: Mr. Lumpkin

Second: Mr. Miller

Meeting End Time: 7:49 PM