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Town of Richmond Development Review Board February 12, 2025, at 7:00 PM Minutes

Members Present: David Sunshine (Chair), Matthew Dyer (Vice Chair) Roger Pedersen, Padraic Monks, Matt Parisi

Staff: Tyler Machia

Others Present: Bradley Holt, Jason Pelletier, Daniel Morren

Meeting Opened: 7:05 PM

Public Hearing

Item 1.

SUB2025-02

Matthew Parisi

Parcel ID#EM0112

Project Location: 112 & 114 East Main Street

- 1. Project Description:** The Applicant is seeking final approval for a proposed 3 lot Residential Planned Unit Development. Lot 1 contains a preexisting duplex. Lot 2 contains a preexisting single-family home. Proposed lot 3 would be common land.

Minutes

- Matt Parisi disclosed that he had a conflict of interest regarding this application as he was the applicant and recused himself from the board at 7:06 PM.
- Matt Parisi provided an overview of the project.
- He noted that this PUD is intended to subdivide a lot with existing structures and is not intending to build any new structures with this application.
- He noted that he had provided the additional information that the board requested from the last meeting.
- He noted that the fire chief submitted an email noting that while the fire department could not access the home on proposed lot 2 from the existing driveway, it could be accessed from an abutting property.
- Parisi noted that he had provided draft covenants for the proposed lots.
- Both David Sunshine and Roger Pedersen approved of the language in the covenants.
- Matt Dyer asked if Parisi was proposing any additional landscaping or screening for the project?
 - a. Parisi noted that he was not proposing new screening or landscaping.

- b. Parisi noted that he has been in contact with abutting property owners and did not recall any explicit concerns with the level of screening on his property.
 - c. This point was disputed by Danielle Morin, an abutting property owner who did not recall having a conversation about the screening on Parisi's property.
 - d. Danielle Morin, an abutting property owner expressed concern over the increase in development activity on Parisi's property.
 - e. She noted what she felt was an increase in light pollution as a result of the new single-family home on proposed lot 2.
- Parisi noted that the stormwater for the project is managed by two existing drywells on the property.
 - He noted that they have largely mitigated stormwater runoff from his property except once during a major storm in 2024.

Motion by Matt Dyer to move the application into deliberative session, seconded by Padraic Monks.

Approved: Unanimously

Other Business

1. Public discussion on changes to the Development Review Boards rules and procedures and possible revisions.

Minutes

- Matt Parisi rejoined the board at 7:26 PM
- The Board had an in-depth discussion about updating their rules and procedures.
- They discussed potential procedural changes for the approval of minutes.
- The board had an in-depth conversation on the new statewide code of municipal ethics and the impact that it will have on dealing with conflicts of interest.
- The board also discussed a process to remove a member who has a perceived conflict of interest who refuses to recuse themselves.
 - The board was interested in this but there were real concerns as to whether it is legally possible to do this.
- There was also discussion as to whether to include a general public comment section during the meeting.
- Bradley Holt provided feedback on the proposed procedural changes.
 - He wants the Board to make sure that the definitions in the rules in procedures document is not in conflict with state standards and definitions.
 - He also talked about the importance of giving the public a chance to weigh in on all matters before the board.
- The Board asked DRB staff to continue with updates and provide an updated copy for review when available.

Meeting Adjured: 8:37