

**FAIRFAX DEVELOPMENT REVIEW BOARD
GENERAL & HEARING MINUTES:**

Members Present: Jason Heyer, Nick Hibbard, Claude Rainville, Michelle Dufresne, Hunter Gomez, Adam Fitzgerald

Alternate DRB Member Present: Hunter Gomez

Public Present: Amber Soter, John Hemmelgarn (Black River Design), Kevan Kasmai (Black River Design), Barbara Murphy, Chris Austin (Grenier Engineering), Sarah Heneghan (Grenier Engineering), John Tague (BFA Fairfax), Karen Hebert, Judy Sullivan, Michael Bruso

7:00 PM- J. Heyer opened the meeting.

7:03- PM – Bellows Free Academy for a Site Plan Amendment Hearing to discuss exterior changes to the school site plan located at 75 Hunt Street. Conditional Use will not change. Parcel ID HU0075.

Warning was read. Introductions were made and parties were sworn in.

J. Hemmelgarn- Only demo is existing garage. Three locations have additions. Fire lane will need to be amended at back addition. The main goal at front door is to approve the security at the entrances. There will be a new canopy to create a covered walkway. Current building has been built in many different phases and the canopy will help to unify the appearance. Adding a few parking spots to the site, not decreasing, and increasing handicap spaces to make sure that it is compliant with federal law. Next to the existing bus garage will have an additional garage to replace the one being torn down.

S. Heneghan- utilities- new sprinkler line, two new water lines, the new lines are only for the sprinkler. This project will require stormwater improvements. They are proposing a new stormwater system. There will be stormwater treatment down by the bus garage. The stormwater permit has been recently approved by the State.

J. Hemmelgarn- Explained the elevation photos. There will be storage in the basement that could possibly be additional classrooms in the future, currently just taking advantage of the site elevation changes. The main front will be a type of granite versus trying to match the brick.

John showed a short video tour of the existing building. The preschool will have a separate entrance.

There was a lengthy discussion on traffic flow. Will there be designated spots for the library? There is only one handicap spot near the library. There was discussion about having more handicap spots near the main entry. Discussion on lack of wayfinding on the building.

Access aisle for handicap spots can't be labeled as a sidewalk. Also need a van parking space. Double check.

Fire lane access is the same as it is now, there shouldn't be parking along the building or interference. Currently the property has excess fire access than required. With the addition of the sprinkler and firewalls there is a huge benefit to fire safety.

There was discussion on the cross walk that leads to the recreation park and lightning and safety. Lighting and crosswalk safety. Discussion on headlights from new parking area to existing houses. It seems to be placed as such for minimal impact. Bike rack location under canopy. Question about voting parking and having a handicap spot in that location closer.

Tuesday February 13, 2024

1. Delineate parking spots with barriers for grass.
2. Striping for handicap
3. Add signage and well it for side handicap.
4. One way sign for parking lot
5. Move one more handicap spot to the main entrance.
6. Parking near voting entrance.

Karen Hebert- 122 Hunt Street- question about green space and losing spots by library, usually only 3 spots for library and there is not enough parking for library. Question- will you be able to walk into the library without going through security? Once in library, you are in school. Relocating garage why are we building a new maintenance garage and shed if bus garage is empty. J. Hemmelgarn response- the garage is on the plans for now, it will get a separate price for the building.

The board discussed recessing or conditioning.

8:35 PM N. Hibbard made a motion to recess the hearing until February 27, 2024. **A. Fitzgerald 2nd**. All in favor.

8:40 PM M. Dufresne made a motion to approve the minutes from January 9, 2024. **A. Fitzgerald 2nd**. All in favor.

Review of Tracy Road Mylar. Well layer was missing. Request revised.

8:50 PM M. Dufresne made a motion to have Jason Heyer come in and sign the mylar when it comes. **N. Hibbard 2nd**. All in favor.

8:55 PM – N. Hibbard made a motion to close the meeting. **C. Rainville 2nd**. All in favor.

Respectfully submitted, Amber Soter, Zoning Administrator, DRB & Planning Commission Coordinator

Signed: _____ **Date:** _____

For the Development Review Board

These draft minutes are unofficial until approved at the next regularly scheduled meeting. All motions were unanimous unless otherwise indicated.