

Tuesday March 14, 2023

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

Members Present: Jason Heyer, Nick Hibbard, Claude Rainville, Adam Fitzgerald

Alternate DRB Member Present: Hunter Gomez

Public Present: Amber Soter, Zoning Administrator, Robert Bessette, Ryan Marsh, Justin Wills, Marcelle Whitcomb, Ryan Edwards

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

7:01 PM- **Request of Robert and Kathy Bessette for a COMBINED PRELIMINARY AND FINAL review of a Planned Unit Development with subdivision, located at 7 Old Homestead Road. Parcel ID (OH0007).**

The only item to settle on this was the location of the driveway turn around. The Fire Chief confirmed the option he preferred, and the site plan was updated.

7:05 PM A. Fitzgerald moved to approve the Preliminary Plat and close the Final Plat hearing, and move to deliberative; N. Hibbard seconded the motion. J. Heyer, A. Fitzgerald, N. Hibbard, C. Rainville, and H. Gomez voted in favor.

A. Fitzgerald moved to grant a waiver for the 5” x 2’ portion of the ROW that doesn’t meet the required 30’ setback. N. Hibbard seconded the motion. J. Heyer, A. Fitzgerald, N. Hibbard, C. Rainville, and H. Gomez voted in favor.

N. Hibbard moved to approve the Final Plat with the Findings of Fact listed, and the following Conditions; A. Fitzgerald seconded. Wherefore, **Final approval was granted to the application with Conditions**, with the following people voting in the affirmative: J. Heyer, A. Fitzgerald, C. Rainville, H. Gomez and N. Hibbard.

7:15 PM - Request of Marcell Whitcomb for a Site Plan approval for a permitted use of a public facility/community center focused on providing skills in workforce development. 8 Boissoneault Road. Parcel ID BO0008.

The Whitcomb’s presented a site plan prepared by Ryan Edwards. This plan addressed the concerns from the DRB presented to the Whitcomb’s on April 26, 2022 (in file). This is planned to be a Pre-Tech program teaching foundational skills like woodworking and plumbing.

R. Edwards explained the calculation that was used for the parking spaces. He used the NFPA 101 standards. He explained his calculations based on the square footage of the building and stated that the capacity would be approximately 17 persons. Our regulations require 1 parking space for every 3 seats. That equals 5.6 spots. They presented six spots. Including an ADA compliant parking spot. As well as an ADA entrance. There is space for snow removal near the parking lot as well on the east side of the building. The no longer have anything proposed for the east side except some picnic tables. They do not have a sign proposed at this time. They will obtain private garbage. There is no exterior storage. They will be open normal business hours with some night classes if need demands.

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7:40 PM- H. Gomez made a motion to close the hearing and move to deliberative. **A. Fitzgerald 2nd**. All in favor.

7:45 PM- C. Rainville made a motion to approve the minutes from February 28, 2023. **N. Hibbard 2nd**.

7:50 PM- C. Rainville made a motion to adjourn. **N. Hibbard 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.