

**TOWN OF THETFORD  
DEVELOPMENT REVIEW BOARD**

**MEETING MINUTES  
10/13/15**

Members Present:

Bill Bridge	Jesse Anderson	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)	Mary Ellen Parkman (ZA)
<b>X</b>	<b>X</b>	<b>absent</b>	<b>X</b>	<b>absent</b>	<b>X</b>

Attendees: Sarah Stearns

Sean Mullen called the meeting to order at 7:11 PM and moved directly to Agenda Item #1.

1). Warned Hearing on Application (Permit #4109) for Conditional Use with Site Plan Review by Sarah Stearns to re-do existing shingled roof with new shingles, add portico to front door, re-do steps to front of house and possibly replace two windows. This property is located in the Village Residential w/Historic District Overlay at 2507 Route 113, Thetford, VT.

Mr. Mullen explained that because the project is in the Historic Preservation Overlay it is considered a conditional use and is subject to conditional use and site plan review.

Mr. Mullen asked the applicant to join the DRB and describe their project.

Ms. Stearns indicated that she would like to renovate her front porch and add a portico as shown in the presented sketches. She also needs new shingles and would like to change out two windows with something similar to the existing.

The DRB reviewed the report by the Historic Preservation Committee dated September 29, 2105. The Committee found that the project does not destroy the distinguishing qualities or character of the structure or its environment. The house is considered non-contributing and is not on the historic register. The addition of the portico will enhance the appearance of the house from the road.

The DRB then considered the standards under both the Site Plan Review and Conditional Use Review. The need for a full site plan was waived and all standards were determined to be not applicable other than Historic Structures under Site Plan Review and Character of the Area under Conditional Use Review.

The DRB determined that the HPC report clearly indicates that this project preserves the quality of character of the building and is appropriate for the neighborhood which it is situated.

Mr. Mullen made a motion to approve the project without conditions.

Bill Bridge	Jesse Anderson	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)
<b>X</b>	<b>X</b>	<b>absent</b>	<b>X</b>	<b>absent</b>

Respectfully submitted,  
Mary Ellen Parkman

Approved on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Sean Mullen, Chair