

Poultney Development Review Board
Hearing Minutes
Wednesday, June 24, 2026 – 6:00 PM
Poultney Town Offices, 9 Main Street | Hybrid via Zoom

Board Members present were Jaime Lee (Chair), Jonathan Andrews, Margaret Mug, and Mark Teetor. Ben Thirkield was absent.

Also present were Jeff Biasuzzi, Zoning Administrator; Mary McNeil, James McNeil, Rob McNeil, Pat Davenport, Mike Davenport, and Adele Noble Sullivan for Application 26-27; Rob Hewes, Tia Hewes, John Thrasher, and John R. Noe for Application 26-24; and Daniel Knapp for Applications 26-25 and 26-26. Appearing via Zoom was Stephanie Bennett-Knapp for Applications 26-25 and 26-26.

1. Call to Order

The meeting was called to order at 6:00 PM. Chair Lee discussed procedure, reviewed the definition of Interested Person, and explained that interested parties must participate in the proceedings to preserve appeal rights.

2. Public Hearing – Application 26-27

Chair Lee opened the public hearing for Application 26-27 from the Adele Noble Life Estate, Grantor, and Jim and Mary McNeil, Grantees, for a boundary line adjustment of 1.16 acres affecting properties at 909 Granville Street and 927 Granville Street. Chair Lee noted that the application required DRB review under Unified Bylaw Section 902(A)(3) because the proposed adjustment exceeded the one-acre threshold for administrative approval by the Zoning Administrator.

No Board member disclosed a conflict of interest or ex parte communication. Interested parties were sworn in.

Testimony & Discussion

Mary McNeil described the request as a boundary line adjustment intended to correct an existing property line issue involving a garage and to better align the property boundary with existing use of the land.

The Zoning Administrator explained that boundary line adjustments are distinct from subdivisions under state law because no new parcel is created. He stated that the proposal adjusts the boundary between two existing parcels without creating additional lots. The Zoning Administrator stated that the application required DRB review because the proposed adjustment involved 1.16 acres, exceeding the one-acre threshold for administrative approval.

The Board questioned the Zoning Administrator regarding compliance with applicable dimensional requirements, the effect of the adjustment on existing nonconformities, and whether the proposal would increase development or subdivision potential. The Zoning Administrator testified that the resulting parcels comply with the applicable zoning

requirements, that the adjustment reduces the existing nonconformity associated with the garage, and that it does not create additional development or subdivision potential.

Board discussion addressed existing structures on the property, setbacks, the shed shown on the survey, road frontage, and whether the adjustment would create any new curb cut or driveway access. The Zoning Administrator stated that no new driveway access to the highway is involved and that the properties will continue to use existing driveways.

Public Comment

Chair Lee opened the hearing to public comment. No public comment was offered.

Board Action

Margaret Mug made a motion to close the hearing to new testimony and enter Deliberative Session at the conclusion of the evening's proceedings. The motion was seconded by Jonathan Andrews.

Oral vote unanimous; motion carried.

3. Public Hearing – Application 26-24

Chair Lee opened the public hearing for Application 26-24 from Robert and Tia Hewes, Owners, and John R. Noe, Applicant, requesting a change of use from Light Manufacturing to Warehouse for indoor and outdoor storage of business equipment, including portable restroom units, and Business Office use for the structure and grounds at 60 Firehouse Lane.

No Board member disclosed a conflict of interest or ex parte communication. Interested parties were sworn in.

Testimony & Discussion

Applicant John R. Noe described the proposed use of the property for indoor storage of a truck during winter months and indoor and outdoor storage of portable restroom units. Mr. Noe stated that the units would be pumped out, cleaned, and sanitized off-site before being stored on the property. He stated that no dumping or disposal would occur on-site.

Chair Lee reviewed site plan considerations, including traffic circulation, parking, loading, noise, odors, visibility, and screening. Mr. Noe stated that the building has adequate access, that the traffic would generally involve only his truck, and that on a busy day he would expect approximately two or three trips. He stated that stored units would be located behind and beside the building and would not be prominently visible from Firehouse Lane.

The Zoning Administrator explained that the prior use was light manufacturing and that the proposed warehouse/storage and office uses are uses requiring Site Plan Approval in the Village Industrial Zoning District.

Board discussion addressed possible impacts to the nearby fire station and shared access. Rob Hewes stated that the prior powder coating business generated more truck traffic

than the proposed use and that he did not anticipate the proposed use would create access issues.

Board discussion addressed the number of units proposed for outdoor storage, wastewater disposal procedures, and environmental regulation of septage handling. Mr. Noe testified that approximately 100 units may be stored outdoors, that units are cleaned and sanitized before storage, and that all septage disposal occurs at an approved wastewater treatment facility.

An interested person noted the property's environmental history and recorded Agency of Natural Resources restrictions. Mr. Noe testified that the proposed use involves no ground disturbance.

The Board discussed visibility from the D&H Rail Trail and adjoining properties. Testimony indicated that the building and proposed storage area are not readily visible from the rail trail or Route 30 and that existing vegetation provides screening.

Public Comment

Chair Lee opened the hearing to public comment. No additional public comment was offered.

Board Action

Margaret Mug made a motion to close the hearing to new testimony and enter Deliberative Session at the conclusion of the evening's proceedings. The motion was seconded by Mark Teetor.

Oral vote unanimous; motion carried.

4. Public Hearing – Application 26-25 and 26-26

Chair Lee opened the public hearing for Applications 26-25 and 26-26 from Donald and Dorothy Knapp. Application 26-25 requests construction of a 14-foot by 6-foot deep open deck within the 50-foot lakeside buffer zone at 193 Cold Spring Lane. Application 26-26 requests removal of an existing patio and construction of a 26-foot by 10-foot deep open deck within the 50-foot lakeside buffer zone at 187 Cold Spring Lane. The applications were heard together.

No Board member disclosed a conflict of interest or ex parte communication. Interested parties were sworn in, including Stephanie Bennett-Knapp appearing via Zoom.

Testimony & Discussion

The applicant explained that the applications were revised versions of prior deck applications previously denied by the Board. The applicant stated that the proposed dimensions remain the same, but the roofs have been removed and the current proposals are for open decks only.

The applicant testified that the proposed decks do not exceed the dimensional limitations established by the Unified Bylaws. The applicant further stated that the State of Vermont had reviewed the proposal through the Shoreland Protection process and that the existing state approval remained applicable to the revised open-deck proposal.

The Zoning Administrator asked whether the decks would be constructed as open-slatted decks allowing water to pass through, or with an impervious surface. The applicant stated that the decks would likely be open decks. The Zoning Administrator noted that removing the roofs reduces the impervious surface calculation and that the applicant may wish to confirm with Shoreland Protection whether previously required filtration trenches remain necessary.

Discussion addressed the prior denied applications, the effect of removing the roofs, stormwater and impervious surface, and the Board's consideration of the two applications together. The applicant confirmed that there were no changes from the prior proposals other than removal of the roofs.

The Board and applicant also discussed the applicant's interest in pursuing future bylaw amendments related to roofed decks in the Lakeshore District. Chair Lee advised that proposed bylaw changes may be brought to the Planning Commission by written request and noted that Planning Commission meetings are public meetings.

Public Comment

Chair Lee opened the hearing to public comment. No additional public comment was offered.

Board Action

Jonathan Andrews made a motion to close the hearing to new testimony and enter Deliberative Session, requesting that the Zoning Administrator remain available for technical and procedural guidance. The motion was seconded by Margaret Mug.

Oral vote unanimous; motion carried.

5. **Deliberative Session and Adjournment.** Following the close of all public hearings, the Board entered Deliberative Session.

Mark Teetor made a motion to exit Deliberative Session and adjourn the meeting. The motion was seconded by Margaret Mug.

Oral vote unanimous; motion carried.

Respectfully submitted,
Jaime Lee, DRB Chair