

**TOWN OF KILLINGTON
DEVELOPMENT REVIEW BOARD
Meeting of March 16, 2022**

PRESENT: Vito Rasenas, Chair*
Jon Wysocki, Vice Chair*
Jessica Ralston*
Roger Rivera*
Merisa Sherman*

START: 6:33 p.m.
END: 7:28 p.m.

Jim Haff, Interim Zoning Administrator
Lucrecia Wonsor, Recording Secretary

**via Zoom Video Conferencing*

1. **Open Meeting**

Vito Rasenas, Vice Chair opened the meeting at 6:33 pm.

2. **Approval of Agenda**

Wysocki moved to approve the Agenda as may be amended. Rivera seconded. There being no changes, vote on agenda as presented. All in Favor.

3. **Citizen Input** – None.

4. **Reorganization of DRB Board**

a. Rasenas opened the floor for nominations for Chair. Sherman nominated Vito Rasenas. Wysocki seconded. There being no further nominations. Vote on Vito Rasenas as Chair. All in Favor.

b. Rasenas opened the floor for nominations for Vice Chair. Rivera nominated Jon Wysocki. Rasenas seconded. There being no further nominations. Vote on Jon Wysocki as Vice Chair. All in Favor.

5. **Set Dates for Future DRB Meetings**

Consensus was to continue to meet on the third (3rd) Thursday of the month. Additional meetings would be scheduled if needed following statutory requirements for posting of those special meetings.

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6. Board Members' Concerns/Input for Future Meetings

Jim Haff advised that there are many items that will be coming before the DRB in the following months. His approach is to bring applicants before the DRB to give a preliminary presentation of the project so that the DRB can determine whether the project is one that can be approved Administratively by the Zoning Administrator (ZA) and/or to provide the applicant with a clear list of items/information they will need to provide when coming before the Board for PUD and/or Site Plan Review. The DRB reinforced their desire to receive materials for discussion/review no later than 7 days prior to the meeting date.

Haff suggested that the DRB put together a checklist of items/information they will need from applicants in order to review applications that come before the Board. Rasenas and Wysocki will meet with Haff on Friday, March 18th, at 4 pm to discuss and develop the checklist.

Rasenas asked that Board members email him or Wysocki with any thoughts on what they would like to see on that checklist.

7. Other Business

Sherman asked that the ZA provide the Board with a weekly report regarding the actions taken, correspondence received and tasks he is working on (ie, number and types of permits issued, number of Short Term Rental (STR) Registration Violations issued/resolved, etc.). Haff advised that since his appointment as Interim ZA he has been getting access to, and familiar with, the STR Registration software, catching up on voicemails that have accumulated over the past month, addressing some long-standing violations (ie, Killington Auto) to bring them into compliance, and answering zoning questions from the public. As to STR Registration Violations, he can provide numbers but cannot identify the property owner or property in the event an owner decides to appeal his violation to the DRB. He noted that he is happy to provide the Board with a monthly report of Zoning Office activities at their regularly scheduled meetings.

8. Adjourn

Rivera moved to adjourn the meeting at 7:28 pm. Sherman seconded. All in Favor.

The next meeting of the Development Review Board is scheduled for April 21, 2022 at 6:30 pm at the Sherburne Memorial Library and via Zoom.

Respectfully submitted,

Lucrecia Wonsor

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Recording Secretary

NOTE: These minutes have not been approved by the Development Review Board and are, therefore, subject to change.