

**Monkton Development Review Board
Meeting Minutes
March 8, 2011
Approved 3/22/11**

Attendance:

DRB Members Present: John Linn, Philip Russell, Peter Close, Curtis Layn

DRB Members not Present: Marsha Abramo, Chris Acker, Alex Goodrich

Others in attendance: Ken Wheeling, Nina Badger

The meeting was called to order at 7:45pm.

Administrative

Peter Close made a motion to approve the meeting minutes from February 22th, 2011 as written. Philip Russell seconded the motion and it was passed 4-0.

Nancy Sabin 2009-03-MAJ Nina Badger was present to explain some changes to the subdivision. Ms. Badger is asking the board if she is required to have a driveway design to the back lots, which are remaining unimproved. The board members discussed the requirements. It was decided that a driveway design is not required for the lots that will remain unimproved. It was noted that the buyers of the back lots should be informed that septic and driveway designs have not been approved. Ms. Badger will submit the required paperwork before being set for final. Ms. Badger also spoke with Pete Norris, who owns the bordering land, about changing the right of way. He is in support of the change. There are wetlands in that area and it will have to wait until spring to have the changes approved. Ken Wheeling noted that there is a separate document in the file regarding the right of way on this property.

Michael Norris- 2009-06-MAJ The board received a letter from Mr. Norris regarding his subdivision that had been voided. Mr. Norris noted that he had not yet filed all of the proper paperwork; therefore his subdivision was not approved and should not be voided. This was discussed among the board members. Mr. Wheeling noted that the lawyers look at the meeting minutes and the mylar to make sure the final mylar is submitted within 90 days of the final approval. It was decided that the subdivision was approved with conditions on October 26th, 2010. Mr. Wheeling noted that he thinks the state of Vermont says the mylar must be filed within 180 days. An extension can be granted if state or local permits are pending. John Linn will contact Mr. Baxter from the Vermont League of Cities and Towns to clarify. Mr. Norris will be notified of the decision.

Luanne Rotax- 2011-01-MAJ The board received a packet of information from LaRose Surveys regarding the Rotax subdivision.

Preliminary Plan Checklist for Subdivision:

Items marked with an 'X' have been received. Please see the 'Subdivision Checklist: Sketch Plan' form for additional details. Items below have been summarized.

X	All information required for sketch plan included in preliminary plat approval updated.
X	Contour Map
X	Survey Map
X	Location, width and grades of streets and access.
X	Location, dimensions, area and number of proposed lots.
n/a	Location and dimensions of property to be dedicated to public use.
X	Boundaries of proposed easements.
X	Location of existing sewers, water mains, storm drains, culverts, with pipe sizes and direction of flow.
X	Location of existing utilities and easements.
X	Proposal for provision of water supply.
X	Percolation test results and septic system design.
X	Proposal for drainage.
X	Driveway/street construction design.
X	Copies of proposed legal restrictions or agreements and covenants.
n/a	Location of flood hazard zones.
X	Copies of Land Use Permit applications.

Peter Close made a motion to set this subdivision for Preliminary hearing. Curtis Layn seconded the motion and it was passed 4-0. The hearing was set for April 26th at 8:00pm.

Donald Gould – Mr. Wheeling reported that Mr. Gould is appealing the condition to the DRB's decision on his appeal. Mr. Wheeling noted that only the Select Board members are allowed to make an appearance at the Environmental Court. Mr. Wheeling presented the information to John Phillips. Mr. Phillips instructed Mr. Wheeling to turn all information over to David Rath. Information was gathered and given to Mr. Wheeling so he could pass the information to Mr. Rath.

Adjournment

Curtis Layn made a motion to adjourn, Phillip Russell seconded the motion and it passed 4-0. The meeting adjourned at 9:42pm.