

Monkton Development Review Board
Meeting Minutes
April 12, 2011
Approved: 4/26/11

Attendance:

DRB Members Present: Peter Close, Curtis Layn, Chris Acker, Philip Russell

DRB Members not Present: Marsha Abramo

Others in attendance: Wendy Sue Harper, John Winsor, Kevin Brennan

The meeting was called to order at 7:47pm.

Administrative

Curtis Layn made a motion to approve the meeting minutes from March 22nd, 2011 as written. Philip Russell seconded the motion and it was passed 4-0. Alex Goodrich arrived after this vote.

Meeting Minutes

The website is missing some of the meeting minutes. Bailee Layn will resend the meeting minutes to the webmaster to make sure all of the DRB meeting minutes are posted on the website.

Charles Paolantonio- 2010-10-MIN- The board received a driveway design from Mr. Paolantonio. Final Plat Checklist for Subdivision:

****Items marked with an 'X' have been received. Please see the 'Final Plat Data' checklist form for additional details. Items below have been summarized.****

X	Information required on Preliminary Plat is updated and accurate.
X	Final Septic Design.
n/a	Final copy of any legal restrictions or agreements.
n/a	Final copy of any protective covenants.
n/a	Performance bond if required.

Chris Acker made a motion to set the subdivision for the final hearing. Philip Russell seconded the motion and it was passed 5-0. The final hearing was set for 8:00 May 24th.

Hal Saunders-2010-01 MAJ- Kevin Brennan was present to discuss the subdivision with the board. From the prior hearing (2/23/10) the board was inquiring about the following information:

- \$525 application fee
- Project review sheet- LaRose Surveying will be completing the project review sheet and it will be submitted upon completing
- Remaining lands (lot 13)- should be recorded as a no build zone
- Lot6 replacement septic – The board was wondering if the replacement mound touches the road. The board reviewed the map and it was decided that the septic does not touch the road.

- Bottom of the Burns and Cressy lots- a 40 ft buffer around perimeter was required in old zoning regulations. Mr. Saunders wants to move that area into the current land owners' land.
- Wetlands- Dory Barten will be doing a site visit to make sure there is no impact on the class 2 wetlands.
- Storm water, waste, and well permits will be amended.

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.

	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.
	Location of existing sewers, water mains, storm drains, culverts, with pipe sizes and direction of flow.
X	Location of existing utilities and easements.
	Proposal for provision of water supply.
X	Percolation test results and septic system design.
	Proposal for drainage.
X	Driveway/street construction design.
	Copies of proposed legal restrictions or agreements and covenants.
	Location of flood hazard zones.
	Copies of Land Use Permit applications.

The board found that the following information is missing:

- Project review sheet
- Are there any culverts in the driveway
- Well location on the site plan
- Proposal for drainage
- Copies of proposed legal restrictions or agreements and covenants
- Locations of flood hazard zones
- Copies of Land Use Permit applications

Chris Acker made a motion to set the Saunders subdivision for the preliminary hearing. Alex Goodrich seconded the motion and it passed 5-0. The hearing will be held at 8:35pm on May 24th.

Randall-Ms. Randall sent a letter requesting to start a home business at 441 Piney Woods Rd. The board reviewed the definition of home occupation. The board will discuss this topic with the zoning administrator at a future meeting.

Gould- Mr. Rath sent a letter to update the board on the status of the Gould appeal to Environmental Court. The information was reviewed by the board members and will be filed accordingly.

Open position- There is an open seat on the DRB. The Select Board currently has two candidates they are considering. The organizational meeting will occur after a new member is appointed.

Planning Commission- The planning commission is striving to have a better connection with the Development Review Board. They will try to have a member present at all of the DRB meetings. Wendy Sue Harper was present at this meeting. She explained the process of the zoning regulations changes.

Adjournment

Philip Russell made a motion to adjourn, Curtis Layn seconded the motion and it passed 5-0. The meeting adjourned at 8:50pm.

Respectfully submitted,
Bailee Layn