

**Monkton Development Review Board**  
**Meeting Minutes**  
**June 28, 2011**  
**Approved 7/12/11**

**Attendance:**

DRB Members Present: Curtis Layn, Chris Acker, Marsha Abramo, Janet Dermody, Peter Close, Philip Russell

DRB Members not Present: Alex Goodrich

Others in attendance: John Winsor, Ken Wheeling, Rodney Putnam, Karen Sutherland

The meeting was called to order at 7:44pm.

**Administrative**

Marsha Abramo made a motion to approve the meeting minutes from June 14<sup>th</sup>, 2011 as amended. Curtis Layn seconded the motion and it was passed 6-0.

The board discussed the attendance policy and decided board members should notify the other members if they will be missing a meeting. When possible the board members will try to give 24 hour notice. Janet Dermody made a motion that a board member cannot miss more than 20% of the meetings unexcused or without notification annually (5 meetings). Marsha Abramo seconded the motion and it passed 6-0.

**Fritz**

Marsha Abramo reviewed with the board members what she will be writing in the response letter to Mr. Fritz. She will be sending a draft of the letter through email to the board members for review.

**Luanne Rotax 2011-01-MAJ** (2 lots) Final- Mrs. Rotax was not present at the meeting. Marsha Abramo will send Mrs. Rotax a letter regarding rescheduling the hearing.

**Stacy & Rodney Putnam 2011-05-VAR**

Mr. Putnam presented the signatures from his abutting landowners. He explained his reasoning for the variance.

**Checklist for a Variance**

***\*\*Items marked with an 'X' have been met\*\****

	Unique physical circumstance or conditions, including irregularity, narrowness, shallowness of lot size or shape, or exceptional topographical or other physical conditions particular to the particular property, and that unnecessary hardship is due to these conditions, and not the circumstances or conditions generally created by the provisions of the bylaw.
	Because of these physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the bylaw, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.
X	Unnecessary hardship has not been created by the applicant.
X	The variance, if authorized, will not alter the essential character of the neighborhood or district

	in which the property is located, substantially or permanently impair the appropriate use or development of adjacent property, reduce access to renewable energy resources, or be detrimental to the public welfare.
X	The variance, if authorized will represent the minimum variance that will offer relief and will represent the least deviation possible from the bylaw and the plan.

Marsha Abramo made a motion to deny the variance because it did not meet all of the 5 criteria. Philip Russell seconded the motion and it was passed 5-0. Janet Dermody abstained, as she was not able to attend the site visit.

### **Peter & Karen Sutherland 2011-04-VAR**

Mrs. Sutherland was present to discuss the variance application.

#### Checklist for a Variance

*\*\*Items marked with an 'X' have been met\*\**

X	Unique physical circumstance or conditions, including irregularity, narrowness, shallowness of lot size or shape, or exceptional topographical or other physical conditions particular to the particular property, and that unnecessary hardship is due to these conditions, and not the circumstances or conditions generally created by the provisions of the bylaw.
X	Because of these physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the bylaw, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.
X	Unnecessary hardship has not been created by the applicant.
X	The variance, if authorized, will not alter the essential character of the neighborhood or district in which the property is located, substantially or permanently impair the appropriate use or development of adjacent property, reduce access to renewable energy resources, or be detrimental to the public welfare.
X	The variance, if authorized will represent the minimum variance that will offer relief and will represent the least deviation possible from the bylaw and the plan.

Marsha Abramo made a motion to accept the variance as presented. Curtis Layn seconded the motion and it was passed 6-0.

### **Adjournment**

Philip Russell made a motion to adjourn, Chris Acker seconded the motion and it passed 6-0. The meeting adjourned at 9:24 pm.

Respectfully submitted,  
Bailee Layn-Gordon