

**Monkton Development Review Board
Unofficial Meeting Minutes
September 25, 2012
Approved: 11/13/2012**

Attendance:

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

DRB Members Absent: None.

DRB Alternate Present: Thea Gaudette (Voting on Willowell Application.)

Others in Attendance: Peter Norris and Ken Wheeling the Zoning Administrator

Peter Close the Chair called the meeting to order at 7:40pm.

Old Business

1. Peter Norris 2012-07-First Cut for Property on Cemetery Road.

Peter Norris asked to have his hearing moved to a later date, as he is not able to attend the hearing. The hearing was moved to January 22nd.

2. Mike Norris Subdivision for Property on Mountain Road 2007-06-MAJOR

Peter Norris had a question about minutes from June 12th. Mr. Norris and his son, Michael Norris, thought that they were suppose to comeback to Final Plat to make some corrections to septic easements, but this is not reflected in the minutes. What he and Michael Norris understood was that this is currently an improper subdivision, and when the corrections were to be made, they would come back to Final Plat.

Ken Wheeling said both Mylar's have been signed. The Board procedurally will have to amend the Mylar's that are on file.

Peter Close said he felt that if Mylar's have been signed the subdivision will have to be re-opened or amended to address new issues. Peter will ask Bailee Layn-Gordon if she has any additional notes to clarify this issue and get back to the Board and Mr. Norris.

3. Final Deliberation for Willowell Foundation's Conditional Use application for Property on the Bristol Road 2012-02-CON

The Board discussed and finalized the Finding of Fact (FOF) for Willowell made corrections and clarifications. Issues pertaining to the final FOF were discussed as well as conditions the Board believes should be imposed.

Conditions:

1. The applicant shall provide a performance bond equal to 25% of the phase one building construction costs or a cash deposit of equal value to be held in escrow by the Town.
2. A new access road south of the facility shall be constructed. This 30-foot access road will be the exclusive ingress and egress to the facility, and shall be built on the northern border of the southern agricultural reserve.
3. The proposal to place the septic system in the southern agricultural reserve is granted. The septic system will be designed extending the toe to minimize the visual impact of the mound.
4. To compensate for the septic system and the new access road in the southern agricultural reserve the east and west boundaries of the northern agricultural reserve shall be extended in a southerly direction to the existing 30 foot access road serving lots 2 through 5. No additional development will be permitted in the newly defined agricultural reserves.
5. Caretaker's residence shall be located in the building envelope located south of the existing access road. This site is shown on the mylar filed on 8/6/2001 in Book 4 #58 with the Town of Monkton.
6. Any modifications to the site plan imposed by these conditions shall be submitted to the Development Review Board for approval.

Adjournment

Philip Russell moved to adjourn the meeting at 10:26pm. The motion was seconded by Chris Acker and passed 6-0-0.

Respectfully submitted,

Wendy Sue Harper
Recording Secretary