

**Monkton Development Review Board**  
**Meeting Minutes**  
**February 12, 2013**  
**Approved: 2/26/2013**

**Attendance:**

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

DRB Members Absent: Marsha Abramo

DRB Alternate Present: Thea Gaudette, Board Clerk (voting)

Others in Attendance: Ken Wheeling, Jason Barnard, Marjorie Susman and Marian Pollack

Peter Close, Board Chair, called the meeting to order at 7:33pm.

**Administrative:**

1. Minutes from the January 22<sup>nd</sup> meeting were reviewed and corrected. Curtis Layn moved the minutes as amended and Chris Acker seconded. Vote: 6-0-0.
2. The Board received a letter from Brisson Stone LLC/Burchfield Management (2012-02 Change of Use) requesting a copy of Janet Dermody's letter stating why she decided to recuse herself from the discussion.
3. The Board discussed conflict of interest policy and keeping it a part of each regular meeting process.

**New Business**

4. Michael Hinsdale 8-lot Subdivision on Bennett Road 2013-02 MAJ  
Jason Barnard presented the project to the Board; it is an 8-lot PUD subdivision off of Bennett Road with 10 acres set aside. The Board reviewed the project for completeness and ran the checklist.

Project is missing: names and addresses of abutting landowners. Applicant will provide the Board with this information.

Chris Acker moved to set this project for sketch hearing on March 26<sup>th</sup> at 8pm. Curtis Layn seconded the motion. Vote: 6-0-0.

5. Marjorie Susman and Marian Pollack, Orb Weaver Farm, Waiver on Lime Kiln Road 2013-03-WAI  
The Board reviewed the project. This project is a waiver because the applicants are seeking to cut a 2-acre parcel in a 5-acre zone for a building lot when they conserve 103 acres of their farm with the Vermont Land Trust. Jason Barnard asked about the Waiver process.

There are 3 deeded lots that make up the property. The new 2-acre parcel would cross the boundary of two of these lots. Deeds for the project need to be researched to determine if the current lots were part of a major or minor subdivision. The applicant plans to go through the quitclaim process to make the three smaller lots into one larger one. The applicant will go through the subdivision process. Because this project is on the border of the Town of New Haven the applicant will notice the Town of New Haven when it notices abutters.

The applicant will return when they have the additional information needed for the review for completeness.

### **Old Business**

6. Brisson Stone LLC/Burchfield Management Application 2012-02 Change of Use Finding of Fact was reviewed by the Board.

Chris Acker and Janet Dermody, who have both recused themselves from discussions on this project, left the meeting.

The Finding of Fact was reviewed and corrected.

Thea Gaudette moved to approve the FOF as amended. Curtis Layn seconded it. Vote: 4-0-0.

Thea Gaudette moved to instruct the chair to follow up with counsel about the Boards questions on attachments. Peter Close seconded the motion. Vote: 4-0-0.

### **Adjournment**

Philip Russell moved to adjourn the meeting at 9:34pm. The motion was seconded by Curtis Layn and passed 4-0-0.

Respectfully submitted,

Wendy Sue Harper  
Recording Secretary