**Monkton Development Review Board**

**Meeting Minutes**

**February 11, 2014**

**Approved: 2/25/2014**

**Attendance:**

DRB Members Present: Chris Acker, Peter Close, Scott Gordon, Philip Russell, and John Winsor.

DRB Members Absent: Curtis Layn

DRB Alternate Present: Thea Gaudette (voting)

Others in Attendance: Ken Wheeling, ZA, Kevin Williams, Greg Paulman, Billy Porter, Kris Goldstein, George and Barbara Whitney, David Layn, Marle Tierney, Mark Tierney, Chris Kruckel, Kevin Brennan, Hal Saunders and Andrew Petersen.

Peter Close, Board Chair, called the meeting to order at 7:35pm.

**Administrative:**

**1.** Minutes from the January 28th meeting were reviewed and corrected.

Phillip Russell moved the minutes as amended and Chris Acker seconded. Vote: 5-0-1 with the Scott Gordon abstaining.

**New Business**

**2. Kevin Williams Re-opening Subdivision Sketch Hearing New 2014-03-MAJ**

Mr. Williams would like to add a continuous line to create lots #9 and #10 on his Mylar. The project re-opens a previous major subdivision **2002-02-MAJ**

The Board reviewed the project and ran the sketch-hearing checklist. Only one copy was provided and one abutter was missing. Mr. Williams will add the abutter and bring the 2 other copies to the Board.

The project will need a new driveway cut and an amended letter from the State for septic. The application is needed by March 1st.

Chris Acker made the motion to approve the sketch plan and set it for preliminary hearing on March 25th at 8:00pm and Scott Gordon seconded the motion. Vote: 5-0-0 with the Chair not voting.

**3. Porter/Goldstein Sketch Plan Application 2014-04-MAJ**

(2010-03-MAJ and the original Higbee Subdivision ())

William Porter and Kris Goldstein presented the project to the Board. They would like to subdivide a lot; they would have 3 lots in total. The new lot will be #7 and #8. This subdivision reopens an older subdivision (Higbee).

The Board ran the checklist. The address of the abutters was missing. The project was missing the explanation of how it meets the town goals.

John Winsor made the motion to approve the sketch plan and Philip Russell seconded the motion. Vote: 5-0-1 with the Chair not voting.

**Old Business**

**4. 8:00pm** **Gregory Paulman, Gun-Smithing Business Conditional Use 2014-01-CU Hearing**

*Note: Scott Gordon recused himself from this discussion and vote.*

The Board ran the conditional use application checklist. The map was missing the tax ID. The zoning districts were not shown on the map; it is entirely 5-acre zoning.

Mylar must have the missing the tax ID and the zoning districts.

The Board reviewed the site plan checklist. Electric pole and lines were missing from the map. The map was missing the tax ID, and the zoning districts were not shown on the map. The driveway culvert was missing from the map.

The audience asked questions about security, discharging firearms, and neighborhood safety.

Peter Close made the motion to approve the conditional use pending information needed on the Mylar, and Thea Gaudette seconded the motion.

Vote: 5-0-0 with the Chair voting. Scott Gordon recused himself from the vote.

**5.** **8:35pm Hal Saunders Re-opened Subdivision 2014-02-MAJ** **Sketch Hearing**

**(Former 2005-010-MAJ and 2010-010-MAJ)**

Kevin Brennan presented Hal Saunders Project to the Board; they are proposing an additional lot, but not a building lot per say. The Board discussed the project.

The Board ran the checklist. Abutter Cressy needs to be notified; they will do so.

John Winsor made the motion to approve the sketch plan and Philip Russell seconded the motion. Vote: 5-0-1 with the Chair not voting.

**6.** **Andrew Petersen’s Malt House Business 2013-07-CU**

The Board reviewed the project to determine if the can set it for a conditional use hearing. The project was missing a complete site plan with elevations.

The Board reviewed the site plan map. It was not the correct scale; it needs to be 1” equals 40 feet. The map was not stamped by a licensed surveyor. The Board needs to see a map in the correct size with elevations. The application was not complete.

Thea Gaudette will write a letter asking for a full-scale copy of the site plan map from a licensed surveyor and Jason Barnard’s description of the silos. The information requested on the site plan form needs to be supplied.

**7. David Layn Amending First Cut Mylar**

The map for land that will be conveyed to his son has an error, but the Mylar was signed. The Board said he should correct the Mylar and bring it back to the Board.

**8.** The Board discussed a letter from Damien Leonard on Willowell.

**9.** Doris Brace’s Mylar was signed.

Note: The Board ran out of time and was not able to discuss all business received.

**Adjournment**

Philip Russell moved to adjourn the meeting at 10:07pm. The motion was seconded by Chris Acker and passed 6-0-0.

Respectfully submitted,

Wendy Sue Harper

Recording Secretary