

**Monkton Development Review Board
Meeting Minutes
February 25, 2014
Approved: 3/11/14**

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, David Layn, and Jason Barnard.

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

Administrative:

The Board discussed and reviewed some procedural issues for subdivisions at sketch plan.

Minutes from the February 11th meeting were reviewed and corrected.

Chris Acker moved the minutes as amended and Thea Gaudette seconded the motion. Vote: 6-0-0 with the Chair voting.

Chris Acker made the motion to reopen the minutes and Scott Gordon seconded the motion. Vote: 6-0-0 with the Chair voting.

Chris Acker moved the minutes as amended and Philip Russell seconded the motion. Vote: 6-0-0 with the Chair voting.

Old Business

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

Ken Wheeling, ZA, told the Board that Mr. Williams contacted him and told him he sent information to abutters, but missing the date and time of the hearing. The Board determined that he must send this information to abutters.

2. David Layn Amending First Cut Mylar

The map for land that will be conveyed to his son was corrected and presented to the Board. The Board signed Mylar.

3. Michael Hinsdale Preliminary Subdivision Hearing 2013-02-MAJ

Jason Barnard brought additional information to the Board; including the statement of intent. Changes were made to the map: Bill Kuhns' name was corrected and one lot was made exactly 40 acres per the buyer's request. They have entered into discussions with the Select Board on road maintenance. They have not decided on a road name.

John Winsor made the motion to approve the project for preliminary and Scott Gordon seconded the motion. Vote: 6-0-0 with the Chair voting.

4. Andrew Petersen's Malt House Project 2013-07-CU

The project was reviewed by the Board. Ken Wheeling provided the Board with state information on farm structures. Wendy Sue Harper spoke as a town citizen; she presented information on farm structures she heard at an Ag policy meeting with Vermont Agency of Ag personnel.

The Board reviewed the project checklist and standards and requirements.

The project was missing tax ID on the map; it was in the narrative. The map is missing the property owner; it was in the narrative. More detail was needed on the road-driveway-loading areas section.

Signatures of abutting landowners are missing, but will be given at the public hearing.

The Board reviewed the site plan checklist.

The project is missing plans and elevation of proposed structures; the project lists the wrong map book in the vault at the town hall—it should be book 4. A copy must be in the project file. There is no site plan drawing for the project at the scale of 1-inch equals 40 feet; the information for site plan question 9 is missing.

State permits for discharged wastewater is missing.

The Board had questions about odor and noise, onsite septic system, and adequacy and safety of truck deliveries.

Peter Close made a motion that a letter will be sent to the applicant describing the missing information required for the Board to set a hearing. John Winsor seconded the motion. Vote: 6-0-0 with the Chair voting.

5. Hal Saunders Re-opened Subdivision 2014-02-MAJ (Former 2005-010-MAJ and 2010-010-MAJ)

The Board reviewed materials for preliminary plat. The Board reviewed the project checklist and site plan checklist. The project map scale was not 1-inch equals 100 feet and the map size was not 24-inches by 36-inches. Map does not label feet contour lines. Map needed to delineate the eastern no-build zone.

Scott Gordon made the motion to set the project for preliminary plat on March 25th at 8:35pm, and Chris Acker seconded the motion. Vote: 6-0-0 with the Chair voting.

New Business

6. Peter Norris project on Windy Ridge 2014-05 MAJ

This project opens a previous subdivision (2011-06-MAJ). The Board reviewed the project.

Chris Acker made the motion to set the project for a sketch hearing on March 11th at 8:30pm. Scott Gordon seconded the motion. Vote: 6-0-0 with the Chair voting.

Adjournment

Philip Russell moved to adjourn the meeting at 9:38pm. The motion was seconded by Chris Acker and passed 5-0-0 with the Chair voting.

Respectfully submitted,

Wendy Sue Harper
Recording Secretary