

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

**Attendance:**

DRB Members Present: Scott Gordon, Curtis Layn, Philip Russell, and John Winsor.

DRB Members Absent: Chris Acker and Peter Close.

DRB Alternate Present: Thea Gaudette (voting)

Others in Attendance: Ken Wheeling, ZA, John Phillips, and David Frost.

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

**Administrative:**

1. Minutes from the February 25<sup>th</sup> meeting were reviewed and corrected. Thea Gaudette moved the minutes as amended, and Curtis Layn seconded it. Minutes passed with a vote of: 5-0-0 with the Chair voting.
2. The dates were not changed in the current warning for April in the Addison Independent. Thea Gaudette will have it corrected. Statue addresses this issue it is not a fatal flaw.

**New Business**

**3. John and Linda Phillips Review of a First Cut Application 2014-06-FC**

John Phillips reviewed his first cut project. They have done the septic work and are awaiting the permit. The property is located in both the 2 and 5-acre zones. The house site is planned in the 5-acre zone. Mr. Phillips thinks there are 2 acres in the 2-acre zone.

The Board ran the checklist. The project was missing addresses of abutting landowners; he will bring these at the time of the hearing. The Board needs information on the amount of land in the 2-acre zone.

Thea Gaudette made the motion to set the project for a first cut hearing on April 22<sup>nd</sup> at 8:00pm, and Curtis Layn seconded the motion. The vote passed: 5-0-0 with the Chair voting.

**4. David Fost Review of a Proposed Variance for an Accessory Building**

David Fost reviewed his request for a variance on Mountain Road. He has a 1-acre lot and wants to build an accessory building. The variance would require 25 feet on the northeast side and 10 feet on the north side of the property. A current application was not filled out. Mr. Fost will complete the application for the Board.

**Old Business**

#### **5. Porter/Goldstein Review of the Preliminary Application 2014-04-MAJ**

The Board reviewed the project application for a subdivision that creates 3 lots.

The Board ran the checklist. The application had some older project materials mixed in.

Curtis Layn made the motion to set the project for a preliminary hearing on April 22<sup>nd</sup> at 8:35pm, and Philip Russell seconded the motion. The vote passed: 5-0-0 with the Chair voting.

#### **6. 8:35pm Peter Norris Sketch Plan Hearing 2014-05-MAJ**

The applicant did not show.

#### **7. Kevin Williams, KDW, Review of the Preliminary Application 2014-03-MAJ**

The Board reviewed the project application for a subdivision.

The Board discussed issues when a project reopens a subdivision and creates new lots.

The project only had one copy of the narrative. The Board ran the checklist. The applicant has applied for a driveway cut, but has not received it. The project has been warned for March 25<sup>th</sup> at 8pm. Thea Gaudette will contact the applicant to remind them to resend the warning to abutters with the hearing information.

Thea Gaudette made the motion that the application is complete and ready for the project for a preliminary hearing on March 25<sup>th</sup> at 8:00pm, and Curtis Layn seconded the motion. The vote passed: 5-0-0 with the Chair voting.

#### **8. Andrew Petersen's Malt House Project 2013-07-CU**

Ken Wheeling provided a copy of the property map from the vault; it was added to the file. The Board reviewed the letter sent to the applicant describing why the project was incomplete.

#### **Adjournment**

Philip Russell moved to adjourn the meeting at 9:38pm. The motion was seconded by Scott Gordon. It passed 5-0-0.

Respectfully submitted,

Wendy Sue Harper  
Recording Secretary