

Monkton Developmental Review Board
Meeting Minutes
July 25, 2017
Approved: August 8, 2017

Attendance:

DRB Members Present: John Winsor, Scott Gordon, Phil Russell, Barbara Johnston and Curtis Layn.

DRB Members Absent: Peter Close & Chris Acker

Others in Attendance: Ken Wheeling (ZA), Justin Lloyd-Miller, Ada Wetmore, Ann Miller, Rod Maclver, Pete Norris & Greg Cota

John Winsor called the meeting to order at 7:32pm.

Administrative:

1. None.

Minutes:

2. Reviewed Draft meeting minutes from July 11, 2017 meeting. Minor changes made. Barb will post minutes at Town Offices and start put together missing notes from past meeting on June 27th using John Winsor's handwritten notes. She will also find out process to get the minutes and future agendas posted on the Monkton Town Website.

Announcements:

3. None

Old Business:

4. Justin Lloyd-Mill and Ada Wetmore: They are interested in purchasing Lot 5 of Louanne Rotax's subdivision off Cemetery Lane. As part of the process their lawyer told them about the view easement put on this lot. Due to this they would need to move the housing envelope set in the subdivision out of the view easement area to build a house. They wanted to know what needed to be done to do this before purchasing the lot. They would need the Subdivision Permit reopened by Louanne to propose a new housing envelope location.
5. Ann Miller: Inquired where the minutes of the July 11th meeting were. It was explained that the person who was hired to take and post meeting minutes and agendas unexpectedly resigned and the provisions were just being made to address this. She was given a copy of the draft July 11th minutes. She questioned how the DRB could assess the Norris Subdivision (2017-02-CON)

without seeing the land. John Winsor clarified that the board did make a site visit earlier.

6. Rod MacIver 2017-04-CON: Wanted to know the process for getting a Conditional Use Permit to change an office in an existing duplex into an apartment. It was out lined that his application would be reviewed for completeness and if it was judged complete a hearing would be set up. An approved septic/wastewater plan would also need to be on file with the town.
7. Greg Cota (Vermont Land Trust) 2015-02-MAJ: Final. Due to miscommunication on the part of the DRB, Greg did not obtain adjacent landowner notification of the meeting.

It was moved by John to continue the Final Hearing on August 8, 2017 at 8:00 pm to allow the adjacent landowners to be notified. Curtis seconded the motion. Motion carried with a vote 4-0-0.

8. Peter Norris 2017-04-CON: Peter provided information relative to the subdivision lots including storm water, update on the problem culvers and restrictions in the deeds for other neighboring properties.
9. Board discussed more on the view shed restrictions with Louanne's subdivision. Map of the subdivision has not been filed at the Monkton Town Offices.
10. Reviewed MacIver Conditional Use Application. It needs a site plan – anything over a 2-dwelling unit (not a single/dual family home) needs one. Map is not scaled. If approved, this conditional use will supersede any others that exist. Letter will be sent requesting a site plan map (reference site plan 9 A-M) and a Waste Water Permit. Additionally, 2 copies and 1 original of everything will need to be submitted.

New Business:

11. None.

Adjournment:

Phil Russell moved to adjourn at 10:00 p.m. Scott Gordon seconded this motion. Motion carried with a vote of 4-0-0.

Respectfully Submitted:

Barbara Johnston, DRB Clerk