

**Monkton Development Review Board  
Meeting Minutes  
July 25, 2022  
Approved August 8, 2022**

**Attendance:**

DRB Members Present: Curtis Layn, Stephen Pilcher, Philip Russell, Jaime Schulte, Scott Gordon

DRB Members Absent: Chris Acker, Vicky Stern

Others in Attendance: Luanne Rotax, Chuck Huizenga, Adam Huizenga, Kris Perlee (Zoning Administrator)

The meeting was called to order at 7:34 PM by C. Layn.

**Minutes:**

05/09/2022: Added sketch plan. Added J. Schulte moved to adjourn, S. Pilcher 2<sup>nd</sup>.

J. Schulte made motion to approve as amended. P. Russell 2<sup>nd</sup>. So voted (4-0-1 S. Gordon abstain)

06/13/2022: J. Schulte made motion to accept as presented, S. Pilcher 2<sup>nd</sup>. So Voted (5-0-0)

06/27/2022: S. Pilcher made motion to accept as presented, P. Russell 2<sup>nd</sup>. So Voted (5-0-0)

07/11/2022: J. Schulte made motion to accept as presented, S. Gordon 2<sup>nd</sup>. So Voted (5-0-0)

**Public Comment:** None

**Final Plat Application #2022-02-MAJ of Luanne Rotax for a 2-lot subdivision located at 2022 Rotax Road (Parcel ID 01.22.001.000) in the RA-2/RA-5 Zoning District**

Review of updated map. Suggestion of removing contours for final mylar. All requirements met for final approval. S. Gordon moved to approve as presented, P. Russell 2<sup>nd</sup>. So Voted (5-0-0)

**Preliminary Plat Application #2022-03-MIN of Charles Huizenga for a 2-lot subdivision located at 357 Nichols Road (Parcel ID 07.101.171.007) in the RA-5 Zoning District**

C. Huizenga gave overview of project. Checklist was run. The following issues were found.

- ROW for driveway needed
- Proposed utilities need to be shown
- Zoning Districts need to be added

No site visit is required. S. Gordon made motion to approve with conditions that above issues addressed. P. Russell 2<sup>nd</sup>. So Voted (5-0-0)

A site plan review was conducted. The following were found:

- Building plans needed
- Building envelope added to site.

Next hearing Aug 22, 2022

**New Business:**

**Old Business:** The request for the PRD of the land owned by the Quebec's was discussed. No formal recommendation will be made. K. Perlee will discuss with the land owners the option of pursuing a waiver.

**Adjournment:** P. Russell moved to adjourn the meeting at 9:18pm. S. Gordon 2<sup>nd</sup>. Motion passed (5-0-0).