

Monkton Development Review Board
Meeting Minutes
Monkton Town Hall & via Zoom
June 26th, 2023
(Approved: August 14th, 2023)

Attendance:

DRB Members Present: Jaime Schulte, Stephen Pilcher, Chris Acker, Philip Russell

DRB Members Absent: Curtis Layn, Mark Boltz-Robinson, Scott Gordon

Others in Attendance: Kris Perlee (Zoning Administrator), Andrea Kerin, Chris Bower, Jennifer Bower, Carl Cole, Peter Norris, Delores Norris.

The meeting was called to order at 7:30pm by Jaime.

Public Comment:

New Business:

Sketch Plan discussion of a proposed 2-lot subdivision of Andrea Kerin. Zapata Courage, state wetland ecologist, has reviewed the proposed driveway in the wetland area. No other issues noted.

S. Pilcher moved to approve the Sketch Plan of Andrea Kerin. C. Acker seconded. There was no additional discussion. **All were in favor (4-0-0).**

Old Business:

Conditional Use Application #2023-01-CON of Chris and Jennifer Bower for shed located at 761 Monkton Rd (Parcel ID 06.206.056.000) in the CON Zoning District.

Typo in the warning was noted (Monkton Rd rather than Mountain Rd and the street number was also incorrect). The majority of the board would like to proceed despite the error. J. Schulte stated that the board should not begin to establish the precedent of hearing projects where the warning was not correct, even if the error is not major. J. Schulte noted that the abutters across Mountain Rd. were also not notified. There was discussion of whether abutters across a road need to be notified. J. Schulte pointed out the definition in the UPD where they are included. Ultimately the board decided to proceed as this shed would be behind the house and not likely to have an impact on abutters across the road.

S. Pilcher moved to approve application #2023-01-CON of Chris and Jennifer Bower for a shed located at 761 Mountain Rd. C. Acker asked about the Conditional Use checklist. Reviewed the criteria for a Conditional Use in the district and found no concerns. C. Acker seconded. There was no further discussion. **All were in favor (4-0-0).**

Boundary Line Adjustment Application #2023-01-BLA of Sydney Claflin, III for 2.6 acre adjustment on Higbee Rd (Parcel ID 04.102.088.000) in the RA2 Zoning District.

Reviewed the plat. C. Cole clarified that this was carved out as a building site when S. Claflin conserved the farm, however he is now selling it to S. Brayman under the condition that it not be

developed. This effectively removes a building lot and satisfies the criteria that a BLA cannot create a new building lot. It also renders moot the waiver application of S. Brayman, from about a year ago, for a side yard setback waiver due to a building footprint error, as he would now include these 2.6 acres in the main parcel and extend the boundary.

Reviewed the checklist. The only issue noted was that one or more structures on the two lots (a sugarhouse, etc.) need to be included on the mylar before it is signed.

S. Pilcher moved to approve application #2023-01-BLA of Sydney Claflin, III for a 2.6-acre Boundary Line Adjustment on Higbee Rd (Parcel ID 04.102.088.000) in the RA2 Zoning District, conditional on the mylar indicating structures on the Brayman lot. P. Russell seconded. There was no further discussion. All were in favor (4-0-0).

Preliminary Plat Application #2023-01-MIN of Peter Norris for a 3-lot subdivision located at 7 Windy Ridge (Parcel ID 02.216.022.002) in the RA-2/RA-5 Zoning Districts.

Reviewed and discussed the plat. P. Norris noted that both building envelopes shown need to shift out of the view easement. Only a well or similar can be in the view easement area. Need to show the well on lot 9. Solar panels will be relocated within the envelope or in the setback buffer. Plat also needs to show power in addition to telephone.

Reviewed the Preliminary Plat checklist. Application is in to the state for the wastewater permit.

J. Schulte noted that a site visit should take place. This was scheduled with P. Norris for 6:45pm on July 10th.

S. Pilcher moved to approve Preliminary Plat application #2023-01-MIN of Peter Norris for a 3-lot subdivision at 7 Windy Ridge (Parcel ID 02.216.022.002), conditional on:

- Including building envelopes.
- Lot 5 well
- Power & telephone on the south side of the map.
- Showing a copy of P. Norris's proposed deed description and any easements or covenants granted to others.
- Will be a culvert under the new driveway going to Lot 9. Show on final plat.

P. Russell seconded. There was no further discussion. All were in favor (4-0-0).

P. Norris clarified that a copy of the view easement is needed for Final. Yes, please.

Minutes:

S. Pilcher moved to approve the minutes of May 8th, 2023. C. Acker seconded. There was no further discussion. All were in favor (4-0-0).

S. Pilcher moved to approve the minutes of June 12th, 2023, as amended. C. Acker seconded. There was no further discussion. All were in favor (4-0-0).

The board also discussed next steps with the departure of Kris Perlee as DRB Clerk and Zoning Administrator. Andrew Peterson is being considered for interim Zoning Administrator.

Adjournment: S. Pilcher moved to adjourn the meeting at 8:44pm. So Voted (4-0-0).

