

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

Attendance:

DRB Members Present: Curtis Layn, Jaime Schulte, Stephen Pilcher, Mark Boltz-Robinson

DRB Members Absent: Scott Gordon, Chris Acker, Philip Russell, Vicky Stern (alternate)

Others in Attendance: Carl Cole, Andrea Kerin, Ron LaRose, Carl Cole, Peter Norris, Delores Norris, Adam McGowan.

The meeting was called to order at 7:39pm by C. Layn.

Public Comment: There was no public comment.

Minutes:

S. Pilcher moved to approve the minutes of June 26th, 2023. J. Schulte seconded. There was no further discussion. **All were in favor (4-0-0).**

S. Pilcher moved to approve the minutes of July 10th, 2023. C. Layn seconded. There was no further discussion. **All were in favor (4-0-0).**

Old Business:

The board reviewed the mylar for Boundary Line Adjustment 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), previously approved on 6/26 subject to a condition that buildings on the Brayman lot be shown on the mylar. The buildings were shown. C. Layn signed the mylar and accepted the recording fee.

Preliminary Plat Application #2023-02-MIN of Andrea Kerin and Lisabeth Sewell for a 2-lot subdivision located at 1387 Monkton Road (Parcel ID 14.101.124.000) in the RA-1V/RA-5 Zoning Districts.

Zapata Courage, state wetland ecologist, has reviewed the proposed driveway in the wetland area. The wetland permit is already in-hand. Proposal is to put the building envelope in the cleared field area east of the existing house.

Lisabeth Sewell is now the owner of the property and emailed her permission to the DRB, on July 21st, 2023, for Andrea Kerin to represent her through the remainder of the subdivision process.

Ran the checklist for Preliminary and noted some items needed (included below in the conditions of

the motion).

J. Schulte moved to approve Preliminary Plat application #2023-02-MIN of Andrea Kerin and Lisabeth Sewell for a 2-lot subdivision located at 1387 Monkton Road (Parcel ID 13.101.124.000) in the RA-1V/RA-5 Zoning Districts, conditional on:

- Show zoning district boundaries on the plat.
- Estimate of impervious surface for the project and whether it exceeds 0.5 acres. If so, a stormwater permit would be needed.
- Should show a building envelope on the plat.
- Lot numbers 2 and 3 need to replace Lot 1 on the map.
- Proposed deed language for the affected lots.

S. Pilcher seconded. There was no further discussion. **All were in favor (4-0-0).** We expect to hear the Final Plat on September 11th.

Final 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.

J. Schulte noted that he and S. Pilcher conducted a site visit at the Norris property on July 10th.

Reviewed the list of conditions from Preliminary on the updated plat:

- 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. Includes the view easement.
- Will be a culvert under the new driveway going to Lot 9. Show on final plat.

These items were satisfactory. P. Norris also noted that he does not yet have the wastewater permit. The board is OK with making that a condition of approval (approved permit needed for signing the mylar). J. Schulte noted that he and S. Pilcher conducted a site visit at the Norris property on July 10th.

J. Schulte moved to approve Final 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:

- An approved wastewater permit

S. Pilcher seconded. There was no further discussion. **All were in favor (4-0-0).**

New Business:

S. Pilcher proposed the idea of swapping back meeting nights with the Selectboard. This would be better for Selectboard members, so in this proposal DRB would meet on the 2nd and 4th Mondays instead of Tuesdays. J. Schulte will ask the DRB via email and it can be settled by our August 28th meeting.

Adjournment: S. Pilcher moved to adjourn the meeting at 9:04pm. So Voted (4-0-0).

