

**Monkton Developmental Review Board**

**Meeting Minutes**

**November 11, 2014**

**DRAFT**

**Approved: XXXX**

**Attendance:**

DRB Members present: John Winsor, Peter Close, Thea Gaudette, Scott Gordon, and Philip Russell

DRB Members Absent: Curtis Layn and Chris Acker.

Others in Attendance: Ken Wheeling (ZA).

John Winsor Called the meeting to order at 7:33pm.

**Administrative:**

1. **Minutes:** The Board reviewed the minutes from October 27, 2014. Peter Close moved to approve the minutes as submitted. Scott Gordon seconded this motion. Motion carried with vote of 5-0-0.

**Old Business:**

2. **Sydney Claflin Curb Cut:** The curb cut has been approved by the Select Board with conditions of clear visibility and maintenance to keep a sight line for 305 feet.

3. **Frank Walch Final Plat Application 2014-08-MAJ:** The board reviewed the Final Plat application submitted by Frank Walch.

The Board ran the checklist. The application is missing the proposed deed language for the new lots and protective covenants. Peter Close moved to schedule the hearing on December 9, 2014 at 8:00pm, Phil Russell seconded this motion. Motion carried with vote of 5-0-0.

**New Business:**

4. Ken Wheeling provided a copy of Don Paul's waste water permit. It has been reported that Mr. Paul is building in a wetland area; he was instructed to obtain a consultant. Mr. Paul submitted a letter showing that he has hired a consultant to review this claim. Mr. Wheeling also gave copy of map and letter from ANR so the board will have this information on file for the next hearing. Mr. Wheeling also wanted to note that he spoke with Terry Harris who is Mr. Paul's surveyor. Mr.

Harris has reviewed the maps and does not believe Donna Barnum's case regarding the boundary line is viable.

5. The Board reviewed the budget information provided by the Select Board and will submit their proposed changes.

6. The Board reviewed the UPD as requested by the Planning Commission. Peter Close will bring the information discussed by the DRB to the Planning Commission and will get further instruction on what type of changes are being requested, and will start with the following suggested changes:

- Site Plan- The board would like to make changes to the wording for the Site Plan regulations. Clarification is needed as a Site Plan is not always required.
- Boundary Adjustment- The Board would like to change the wording for boundary adjustments as there is room for confusion regarding the number of total combined lots.
- Site Plan Scale- The Board would like to clarify on the scale since it should be uniform with other requirements within UPD.

7. The Board will review the proposed changes to the forms and applications that are being updated by Thea Gaudette. These will be reviewed at the December 9, 2014 meeting.

### **Adjournment**

8. Phil Russell moved to adjourn at 9:20pm, Scott Gordon seconded this motion. Motion carried with vote 5-0-0.

Respectfully Submitted,

Miranda Boe

**Recording Secretary**