

Monkton Developmental Review Board
Meeting Minutes
March 10, 2015
DRAFT
Approved: XXXX

Attendance:

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

DRB Members Absent: Thea Gaudette, Chris Acker, Curtis Layn.

Others in Attendance: Ken Wheeling (ZA), Linda Reynolds, Lisa Burlock, and Roger Brunell.

John Winsor called the meeting to order at 7:40pm

Administrative:

1. **Minutes:** The Board reviewed the minutes from January 13, 2015. Scott Gordon moved to approve the minutes as written. Peter Close seconded this motion. Motion carried with vote 4-0-0.

The Board reviewed the minutes from February 10, 2015. Peter Close moved to approve the minutes as amended. Scott Gordon seconded this motion. Motion carried with vote 4-0-0.

The Board reviewed the minutes from January 27, 2015. Peter Close moved to approve the minutes as amended. Scott Gordon seconded this motion. Motion carried with a vote of 4-0-0.

Old Business:

2. **2015-01-WAI Clare Decoster:** The board reviewed the Waiver application regarding the setback issue on Barnum Rd.

The Board ran the checklist. The zoning district needs to be added to the Mylar. Peter Close moved to approve the waiver on the condition that the zoning district is added to the Mylar. Scott Gordon seconded this motion. Motion carried with vote 4-0-0.

New Business:

3. **Linda Reynolds:** Linda Reynolds approached the board seeking guidance on how to proceed with her ideas for creating an artist retreat. She is wants to have a “studio/workshop” for artists. She was provided with an application.

4. **Letter from P. Norris:** The Board reviewed a letter dated 3-3-15 from Peter and Dolores Norris dated. This letter is requesting that The Board cancels the existing subdivision application. Scott Gordon will locate this subdivision and add the letter to the file.

5. **Don Paul and Wetlands Division:** Ken Wheeling provided to the board the email chain between Don Paul and the wetlands division. If there was no road or power, a permit from wetlands would not be needed. It was asked if the DRB will need copies of the state approval to proceed with their approval. A letter will be sent to Don Paul letting him know he will need to provide new maps with the proposed road changes, and he will need to have another hearing before approval can be granted.

6. **Leslie Deutch First Cut Subdivision :** The Board reviewed a First Cut Subdivision application from Leslie Deutch. He has proposed having an enclosed lot with a right of way. There is need for clarification on if it is legal to have an enclosed lot with a right of way.

The Board ran the checklist. A curb cut with deeded access is needed before approval can be granted. A profile of the driveway on the Mylar will be requested. It will need to be demonstrated that the curb cut will need to meet the driveway standards. He will need proof of notification to abutting landowners. Application fees have not yet been received.

Peter Close moved to set hearing on April 28, 2015 at 8:00pm, with conditions that missing items are provided. Phil Russell seconded this motion. Motion carried with a vote of 4-0-0.

Upon further discussion, Peter Close moved to withdraw his motion to set the hearing. A letter will be sent indicating that the above requirements need to be met before a hearing can be set. Scott Gordon seconded this motion. Motion carried with a vote of 4-0-0.

7. **Cota Brothers Farm, Inc Four Lot Subdivision:** The board reviewed a subdivision application from the Cota Brother Farm, Inc.

The Board ran the checklist. There was nothing missing from the checklist.

Peter moved to set for sketch hearing on March 24, 2015, Phil Russell seconded this motion. Motion carried with vote 4-0-0.

8. **Julie Kenyon Preliminary:** Peter Close moved to review this at the next scheduled meeting. Phil Russell Seconded. Motion carried with vote 4-0-0.

Adjournment

9. Phil Russell moved to adjourn at 10:00pm. Scott Gordon seconded this motion. Motion carried with vote 4-0-0.

Respectfully Submitted,
Miranda Boe
Recording Secretary