

Monkton Developmental Review Board

Meeting Minutes

DRAFT

April 12, 2016

Approved: xxxx

**Attendance:**

DRB Members present: Chris Acker, Peter Close, Scott Gordon, John Winsor. DRB Members

Absent: Curtis Layn, Philip Russell. Others in Attendance: William Russell, David Huizenga.

John Winsor called the meeting to order at 7:43 pm.

**Administrative:**

1. Minutes: The Board reviewed the minutes from March 22, 2016. Corrections were made. Scott Gordon moved to approve the minutes as amended, Peter Close seconded this motion, motion carried with a vote of 4-0-0.
2. Announcements: There were no announcements.

**Old Business:**

3. Russell House: There was discussion that both the garage and house were warned at the same time. The Board felt that only the house was warned, and Mr. Russell felt that both were warned. The Board reviewed the letters and confirmed that the warning was only for the house.
4. The Board signed the Huizenga Mylar.
5. The Board reviewed the neighbor notices from the Cousino-Layn Boundary Line Adjustment.
6. The Board reviewed and ran the Russell Garage checklist. The application is missing Building elevations, boundary angles, full scale drawings, electric location, outdoor lighting and signs, and proposed use. Scott Gordon will send a letter detailing what is missing from the application.

**New Business**

7. There was no new business to discuss.

**Adjournment:**

8. Peter Close moved to adjourn at 9:19pm, Chris Acker seconded this motion. Motion carried with vote 4-0-0.

Respectfully Submitted,

Miranda Boe

Recording Secretary