

Developmental Review Board

Meeting Minutes

DRAFT

February 13, 2018

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

Members in attendance: Betsy Brown, Phil Russell, Scott Gordon, John Winsor, Chris Acker (arrived late).

Members absent: Curtis Layn, Peter Close.

Others in attendance: Albert Kimball, Travis Kimball, Peter Norris, Matt Dupont, Carl Cole, Clark Hinsdale III, Butch Dupont, Jake MacKenzie, Ken Wheeling (ZA)

**Announcement:**

John Winsor announced that Betsy Brown has been appointed to the DRB by the Selectboard as of February 12, 2018

**Administrative:**

Ken Wheeling presented information from the VLCT on the question regarding a road dividing a lot. Ken Wheeling feels the information can "go either way". Within the information provided from the VLCT, John Winsor understands that a road dividing a lot is allowed if the road benefits more than one individual, and in this circumstance, it will benefit 3 landowners. There would be 2 separate lots, 2 deeds to be done through attorneys, and 2 plats will need to be filed with the Town. The acreage to be determined by the surveyor from center of the road.

John Winsor moved that the VLCT letter is acceptable for this case where the road divides a lot. Scott Gordon seconded this motion. Motion carried with a vote of 4-0-0.

**Minutes:**

The board reviewed the minutes from November 28, 2018. Chris Acker moved to approve minutes as written, Scott Gordon seconded this motion. The motion carried with a vote of 4-0-1, Betsy Brown abstained.

The board reviewed the minutes from January 23, 2018. Chris Acker moved to approve the minutes as written, Scott Gordon seconded this motion. Motion carried with a vote of 4-0-1, Betsy Brown abstained.

**New Business:**

Clark Hinsale, III is her representing Sid Claflin on a First Cut/ Sketch application for 2 lots, one lot would be 66 acres and the second would be 20 acres.

Carl Cole would be representing potential buyers for the 60 acres in Monkton and the 96 acres total. He was inquiring as to whether or not the survey line between the 2 parcels would be sufficient instead of having the entire piece of land surveyed. The board feels that this was not sufficient and that a survey with meets and bounds would be needed.

Further discussion ensued with what the application would need.

Jake MacKenzie approached the board because he owns a trailer on Mountain that needs to be replaced, but wants to move the location of the new trailer. He would like to live in the existing trailer while the new one is put in. There is a state regulation where the new footprint needs to be within 50' of the existing footprint for septic. Mr. MacKenzie was encouraged to contact the state permit specialist. He will also need a building permit from the town.

**Old Business:**

Matt Dupont discussed with the board he submission of conditional use permit. It was realized that there is no need since Mr. Dupont proposed structure was not too close to the boundary line. Discussion ensued.

Scott Gordon moved to set Conditional Use hearing on March 27, 2018 at 8:35pm. Chris Acker seconded this motion. Motion carried with a vote of 5-0-0.

Ken Wheeling will be reviewing all the past permits and current information provided to the board as to whether or not a new building permit application will be acceptable. If an agreement is reached between Mr. Dupont and Ken Wheeling prior to the meeting, then the March 27<sup>th</sup> Conditional Use hearing can be cancelled.

The Board reviewed application from the Nature Conservancy. Originally when proposed, Ken Wheeling felt that it could be done under landscaping. It was determined that this is not correct since the boardwalk would be modified to 5 feet, and there would be four 10' by 10' viewing platforms. There is also a curbcut application that was submitted to the Selectboard. ANAC has reviewed and this will be discussed with Steve Perron, and ANAC would like to be notified of any hearings.

The Board reviewed the application for completeness. The application is missing a large amount of information. Scott Gordon will detail what is missing and provide this information to the applicant.

Boutillier's: The missing information was received and Scott Gordon moved to set Sketch Hearing on March 27, 2018 at 9:05pm, Chris Acker seconded this motion. Motion carried with a vote 5-0-0.

It was realized that this hearing did not need to be warned, Scott Gordon moved to amend the hearing date to February 27, 2018 at 8:00pm. Chris Acker seconded this motion. Motion carried with a vote of 5-0-0.

Peter Norris provided new maps for the board to review. Missing information was reviewed by the board to determine application completeness. It was determined that the application for sketch is still missing the following information:

- Abutting landowners need to be listed with names and addresses on the application.
- The lot 9 subdivision needs to be referenced
- The lot numbers need to be on the shown on the map
- The acreage of lot 10 is needed.

A letter will be sent to Mr. Norris detailing what is still needed for the sketch application.

Broadview Estates provided missing information for sketch. The application was reviewed for completeness.

**Adjournment:**

Phil Russell moved to adjourn at 10:04pm. Betsy Brown seconded this motion. The motion carried with a vote of 5-0-0.