

Town of Monkton  
Development Review Board

Regular Meeting  
Tuesday, June 10, 2018  
Monkton Town Hall

DRAFT MINUTES

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

**Members Present:** Betsy Brown, Scott Gordon, John Winsor, Peter Close

**Members Absent:** Phil Russell, Curtis Layn, Chris Acker

**Others in Attendance:** Kris Perlee (Monkton ZA), Alan Huizenga, David Huizenga, Stan Livingston, Ron LaRose

**Review of Minutes:** The Board reviewed the minutes of June 26, 2018. Betsy Brown made a motion to approve the June 26, 2018 minutes as amended. Peter Close seconded. All voted in favor. Motion carried.

**New Business**

The Board discussed hiring a new recording secretary. Betsy will confirm pay with Bill Joos and write up a job description. Will submit to Stephen Pilcher for Selectboard review/approval.

Kris Perlee presented the Board with a revised Zoning Permit Application and is looking for the Board's feedback.

David & Robin Huizenga subdivision: Sketch Application # \_\_\_\_\_ to subdivide 11 acres off south end of existing parcel, Nichols Road. Alan Huizenga gave the board a run-down of the proposal. Kris Perlee will contact the Road Foreman to look into whether or not a road/curb cut will be needed.

Curtis Layn made a motion to approve Sketch Plan Application # \_\_\_\_\_ of David & Robin Huizenga for a 2-lot subdivision, Nichols Road. Peter Close seconded. All voted in favor. Motion passed. Alan Huizenga stated that he will submit preliminary application by July 23<sup>rd</sup>.

**Continued Public Hearing #2017-14-MAJ of Broadview Estates, LLC for an 8 lot subdivision, Bear Pond Road.**

Ron LaRose presented modified plans to the Board per feedback from the last meeting on June 26<sup>th</sup>. Ron met with David Layn to discuss fire protection plan. Mr. LaRose stated that David Layn felt it is adequate as proposed and will write a letter to the Board stating so.

Betsy Brown asked about an easement to access the cemetery. Stan Livingston noted that by law people have a right to visit the cemetery.

John Winsor noted that the width of Hidden Meadow Lane should show 18' instead of 16' on the plan. Peter Close asked about the culvert between lots 17 & 13 and where does that water go. Stan Livingston noted that he's never seen water there but the topography of the land makes it seem necessary to put in a culvert.

John Winsor noted concern about the proposed culvert and runoff running over a buried pipe, thus possibly exposing the pipe. Stan Livingston stated he's never seen water there and that it won't be a problem. The pipe will be buried 5-6 feet deep.

Scott Gordon moved to approve Preliminary Plat Application # 2017-14-MAJ. Peter Close seconded. Discussion ensued.

Betsy Brown asked if a condition should be made to amend the plan to show the 18' road width on Hidden Meadow Lane. John Winsor said no. It can be submitted on the final plat. More discussion ensued regarding the cemetery. Stan Livingston's lawyer will be consulted and will ask for something in writing regarding whether or not to put a note on the plan regarding access to the cemetery. All voted in favor of approving Preliminary Plat Application #2017-14-MAJ with no conditions. Motion carried.

**New Business continued:**

Stamp for myler. DRB needs a new one. Kris Perlee stated that Sharon Gomez (Town Clerk) needs to know the verbage. Scott Gordon noted that it should be exactly as it is in the Unified Planning Document (UPD). Kris will also confirm with Stephen Pilcher.

Kris Perlee and the Board discussed the filing system and revamping it.

**Old Business:**

None.

**Adjourn:**

Peter Close moved to adjourn the meeting. Scott Gordon seconded. All voted in favor. Motion carried. Meeting adjourned at 9:01pm.