

**Town of Monkton
Development Review Board
Tuesday, October 8, 2019
7:30pm. Monkton Town Hall
DRAFT MINUTES**

J. Winsor called the meeting to order at 7:34pm.

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

Members Absent: Curtis Layn, Chris Acker

Others Present: Chelsea Smiley, Jaime Schulte, Matt Baldwin, Anne Guillemette, Mark Guillemette, Ward Butler, Margaret Butler

Minutes of September 24, 2019: S. Gordon made a motion to approve the minutes of September 24, 2019 as amended. P. Russell seconded. Motion passed by a vote of 4-0-1 (P. Close abstained).

8:00pm Public Hearing: Boundary Line Adjustment Application #2019-10-BOU of Matt Baldwin & Willowell Foundation. The parcels involved are Tax Parcel ID #05.104.020.000 and Tax Parcel ID #05.103.013.000.

M. Baldwin was present and represented the application. The applicants are proposing to transfer 2.48 acres from the Willowell Property to Matt Baldwin. P Close asked how wet the land is. M. Baldwin will use some areas as a cow lane (not the wet area by the front). B. Brown read through the 4 criteria for boundary line review.

P. Close made a motion to approve the boundary line adjustment. B. Brown seconded. Discussion ensued. S. Gordon mentioned that the plan should be amended to show and/or make a note of the lines that are being dissolved. P. Close made an amended motion that Boundary Line Adjustment Application #2019-10-BOU be approved with a condition that the plan be amended to show dotted lines with a note showing which lines will be dissolved. B. Brown seconded. All voted in favor. Motion passed by a vote of 5-0-0.

8:30pm Public Hearing: Final plat application #2018-08-MAJ of Ward & Margaret Butler for a 3-lot subdivision, Silver Street (Tax Parcel ID #02.101.029.004.

B. Brown gave a quick overview of what the conditions were for preliminary approval and noted that the conditions were met. A board member thought that deed descriptions of the proposed lots were supposed to be provided but a check of the regulations does not show that. B. Brown questioned whether or not the Board needs a copy of any road maintenance agreements. The Board reviewed the definitions of 'driveway' and 'street' in UPD. It was noted that since this proposed subdivision will have more than 3 houses on the driveway, the driveway falls under the definition of a "street" as per the Unified Planning Document. J. Winsor asked about the new deeds for the new lots.

M. Guillemette then made some comments. The existing road through the right-of-way is built partially on the Guillemette's property outside of the 25' right of way. The Guillemette's would like that corrected. A copy of a letter from the Guillemette's attorney regarding this issue was then shared with the Board. Mr. Butler said it will be taken care of and the ditch will be put into the correct 25' right of way. Mr. Guillemette is concerned about site lines with a street sign. The Board suggested working with the road commissioner. Mr. Guillemette is also concerned that the site plan shows 53' at Silver Street when it should be 50'. He also asked about the references to Lot 4 in the deeds. J. Winsor noted that it should carry over in the new deeds.

M. Guillemette also is concerned about some changes that are in the land records. The Board suggested that he contact the land surveyor involved with said changes. Mr. Guillemette also noted that he wants to make sure that he won't lose access to Lot 3 via the right-of-way. It was noted that some of the issues raised by Mr. Guillemette are outside of the Board's scope of review and to work with the neighboring land owner(s).

P. Close made a motion to approve Final Plat Application #2018-08-MAJ of Ward & Margaret Butler. S. Gordon seconded. Motion passed by a vote of 5-0-0.

Discussion with members of Conservation Commission

J. Schulte came representing the Conservation Commission. The Board has been newly reformed and wanted to chat with the DRB on how our committees can work together. Mr. Schulte gave an overview of the Commission's scope and goals (will be attached to approved minutes). It was discussed what types of projects the Commission would like to see that comes before the DRB and at what point in the review process would be best for them to be involved.

New Business

B. Brown shared information about the 2019 Municipal Day put on by the VT Agency of Natural Resources.

B. Brown asked the Board if they would be ok if she had a conversation with the DRB liason to the Selectboard about the Clerk position and what it could look like in the future. The Board had no problem with this.

Old Business

Miranda Fisk would like to change the shape/location of the set-aside land for her previously approved subdivision. The Board discussed the issue and noted that in order to do this the final plat will need to be re-opened/warned and have a hearing. B. Brown will check in with Kris Perlee (ZA) to see if he has had any contact with the applicant and then will contact Ms. Fisk and/or Jason Barnard.

J. Winsor recused himself from the Board and went and sat in the "audience". The Board reviewed a draft letter that B. Brown wrote regarding what was discussed at the 9/24 meeting. S. Gordon made a motion to approve the letter as amended. P. Russell seconded. Discussion ensued. P. Close wants to see the mylar as he wasn't at the 9.24 meeting. P. Close feels that the mylar should be re-drawn to comply with the Environmental Court decision that granted this subdivision. Motion failed by a vote of 3-1. P. Close made a motion to continue this dicussion to the next meeting. B. Brown seconded. Motion passed 4-0-0.

P. Close made a motion to adjourn. P. Russell seconded. Motion passed 4-0-0. Meeting adjourned at 10:46pm.

The next DRB meeting is on Tuesday, October 22, 2019 at 7:30pm at the Monkton Town Hall.

Respectfully Submitted,

Betsy Brown
Clerk