

Town of Monkton
Development Review Board
DRAFT MEETING MINUTES
Tuesday, July 28th, 2020 7:30pm

Regular Meeting @ Monkton Fire Station

Board Members Present: Curtis Layn (Vice-Chair), Betsy Brown (Clerk), Phil Russell, Jaime Schulte, Chris Acker

Board Members Absent: Charlie Johnston, Joshua Giard, Scott Gordon

Others Present: Matt DuPont, Warren Chase, Jackie Chase

C. Layn called the meeting to order at 7:49pm.

The Board deferred review of the minutes of July 14th, 2020 until the next meeting (lack of paper copies to review).

New Business

The Planning Commission has invited the DRB to a meeting on Tuesday, August 4th. The Planning Commission would like to have some changes to the Unified Planning Document ready for voters in March and would like to have some members of the DRB present. This would be a Zoom meeting. The DRB has provided feedback in the past, which we could revisit. Other feedback could be given as individuals.

8:00 PUBLIC HEARING: Final Plat Application #2019-07-MIN of Warren & Jackie Chase for two (2) lot subdivision. The subject property is located at 3908 States Prison Hollow Road (Tax Parcel ID #05.104.020.003) and is located in the RA 5 and RA 2 Zoning Districts.

C. Layn called the hearing to order at 8:00pm.

Discussed going direct to Final Plat as the first and last hearing. The Unified Planning Document appears to allow for this. We'll clarify with the Planning Commission for the future, but the DRB agrees it is existing interpretation. Reviewed the site plan (which already exists because of review related to the wetlands on the site).

There was discussion of the history of the site and whether it was a First Cut. The timing was around the beginning of First Cuts, so to avoid any question this has been submitted as a minor subdivision.

Reviewed the criteria and confirmed the proposal appears to meet the zoning district requirements. Wetlands permit has been issued. J. Schulte asked about what crosses the wetland. Driveway with culvert, power, and septic line (through to a mound system).

Would need a curb cut as a condition of approval. Will need details on driveway, culvert, etc., on the mylar.

Discussed whether to do a site visit, but as it happens the site was clearly visible from the fire station parking lot (where the hearing was being held). W. Chase pointed out the location in the field where the house would be and the topography of the site, etc., was visible to the board.

Hearing opened to public comment.

M. DuPont noted his support for the project and his new neighbors.

No further public comment.

B. Brown moved to approve the Final Plat Application #2019-07-MIN of Warren & Jackie Chase for two (2) lot subdivision with the condition that the site plan be amended to show the driveway and culvert and that a curb cut be granted by the Selectboard. C. Acker seconded. No further discussion. All were in favor (5-0-0).

Hearing closed.

Discussed whether the DRB will meet every two weeks as scheduled, in light of Covid-19 and a low volume of applications to review. We will cancel the meeting for August 11th and meet as there are applications/requests going forward. We will post to the town website and provide contact info for the Clerk and the Zoning Administrator.

P. Russell made a motion to adjourn. B. Brown seconded. All voted in favor (5-0-0). Meeting adjourned at 8:37pm.

Respectfully submitted,

**Betsy Brown
DRB Clerk**