

Town of Monkton
Development Review Board
DRAFT MEETING MINUTES
Tuesday, September 22nd, 2020 7:30pm

Regular Meeting @ Monkton Fire Station & via Zoom/Phone

Board Members Present: Scott Gordon (Chair), Betsy Brown (Clerk), Jaime Schulte, Charlie Johnston, Joshua Giard

Board Members Absent: Curtis Layn (Vice-Chair), Chris Acker, Phil Russell

Others Present: Lynn Caulfield, Bryan Rose

S. Gordon called the meeting to order at 7:31pm.

The Board reviewed the minutes of August 25th, 2020. Attendee list amended to note Joshua Giard was absent. **C. Johnston made a motion to approve the minutes as amended. B. Brown seconded. All were in favor (5-0-0).**

The board met with Lynn Caulfield to discuss their Sketch Plan application for a three (3) lot subdivision, 886 Bristol Road. Part of the proposed subdivision is in the RA-2 zoning district (2-acre lot size minimum) and part is in RA-5. Discussed whether there is a way to configure lots and setbacks to allow for three lots or whether only two are possible. Road frontage is 200' currently, but that might not be feasible with a different configuration of lots. B. Brown would like some additional guidance regarding split zoning districts, perhaps from the Zoning Administrator. J. Schulte asked if there is adequate space on the proposed Lot #15 for a building envelope between the road and the wetland buffer. It appears there is. The board discussed the possibility of a Planned Unit Development to allow for more dense development with more open land. In this case a wetland covers much of the acreage and has 50' buffers noted. J. Schulte suggested that the 20% Set Aside area in a PUD should include the 50' setback along each side of the wetland, to provide those buffers with some additional protection. The Class II wetland itself has some state protection, but some of that could be in the 20% Set Aside as well. S. Gordon noted part of the PUD calculation is to determine the acreage in each zoning district to see what the maximum number of lots would be. B. Brown to work with L. Caulfield and K. Perlee (Zoning Administrator) to resolve questions on the split zoning districts. B. Brown asked about the history of subdivision on this site and whether it was part of the subdivision along Saunders Rd. Need to confirm whether Act 250 review is needed.

S. Gordon moved to continue the Sketch Plan of Lynn Caulfield for a three (3) lot subdivision, 886 Bristol Road, to a future date. C. Johnston seconded. All were in favor (5-0-0).

The board met next with Bryan Rose regarding a Sketch Plan for a four (4) lot subdivision at 1187 Davis Road in the RA-2 zoning district. B. Brown noted the number of curb cuts needed should be considered. Currently one exists, but the Selectboard might not approve 3 more in this location by the intersection with Rotax Rd. Reviewed steps needed in preparing for a Preliminary Plat, such as contacting adjacent landowners. No overlay district concerns noted. The Monkton Pond Overlay District is across Davis Rd. but does not overlap this parcel.

B. Brown moved to approve the Sketch Plan of Bryan Rose for a 4-lot subdivision at 1187 Davis Rd. C. Johnston seconded. No additional discussion. All were in favor (5-0-0).

Regarding the Sketch Plan of Bryan Rose it was later noted by J. Schulte that a portion of the proposed Lot 1 might be in the RA-5 zoning district rather than RA-2, but it is unclear from the sketch. That will need to be checked as part of preparing the Preliminary Plat, to make sure lot sizes are valid.

S. Gordon and B. Brown signed the mylar for #2019-07-MIN of Warren & Jackie Chase for a two (2) lot subdivision at 3908 States Prison Hollow Road, previously approved on July 28th, 2020.

B. Brown noted that she will not be able to continue in the role of Clerk after March 2021. She recommends that the Zoning Administrator be part of the DRB and act as Clerk, as happens in many other towns. S. Gordon noted needing to discuss next steps with the Selectboard.

The board briefly discussed an email received regarding a potential zoning violation with a structure in the area of Mountain Rd. At this time there is nothing before the board to review and the concerned party should continue working with the Zoning Administrator to obtain a written opinion. If the concerned party disagrees with that finding it could presumably be appealed to the DRB.

C. Johnston moved to adjourn. J. Giard seconded. All were in favor (5-0-0). Meeting adjourned at 8:59pm.

Respectfully submitted,

**Betsy Brown
DRB Clerk**