

Town of Monkton
Development Review Board
DRAFT MEETING MINUTES
Tuesday, February 23th, 2021 7:30pm

Regular Meeting via Zoom/Phone & in-person at the Firestation

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

Board Members Absent:

Others Present: Kristi Johnson, Jason Barnard

S. Gordon called the meeting to order at 7:33pm.

B. Brown moved to approve the minutes of February 9th, 2021 as written. J. Schulte seconded. No additional discussion. **All were in favor (6-0-0).** P. Russell joined the meeting just after the vote to see if we had a quorum and then asked to depart since everyone else was present.

There was no Public Comment.

Continued discussion on how to fill the Clerk role and what to call an assistant to the board.

7:45 PM PUBLIC HEARING: Preliminary Plat Application #2020-07-MIN of the Leland T. Cunningham Trust for a two (2) lot subdivision. The tax parcel ID is 06.206.063.005, is located in the RA-5 Zoning District and is located at 894 Mountain Road.

S. Gordon called the hearing to order.

J. Barnard presented the project. He proposes to keep the lot designations of 5A and 5B, for consistency and state permits currently refer to those. There was discussion of lot numbering. It was noted that Lot 5B would not meet the 300' road frontage requirement, as there is only about 596' of total frontage available on the existing single lot and 163' proposed for Lot 5B. J. Schulte noted the current subdivision boundary at the seasonal stream/drainage is the logical place for the split, however. J. Barnard noted the existing arrangement of setbacks between the lots provide some protection for that stream.

Discussed the possibility of a PUD to increase the flexibility around frontage and such. C. Layn noted the proposed solution seems most in line overall with what the town is looking for, aside from the frontage. Otherwise we end up with strange lot shapes and building closer to wetlands, etc. J. Schulte noted that the proposed site plan preserves, or even creates, some habitat connectivity across Mountain Rd, which is a topic coming into focus as part of Act 171. East/west connectivity across Mountain Rd. is particularly scarce now, so there is some public benefit to this arrangement vs. one that technically meets the road frontage requirement.

C. Johnston noted a variance or waiver would be needed to approve the road frontage requirement. It appears that a waiver is the correct path to follow for this question. Can be done as part of the Final Plat.

B. Brown asked if there has been a conversation with the road foreman about a curb cut. Not yet, but J. Barnard will proceed on that front. Another option might be to obtain a ROW to use the existing gravel drive on the neighboring property as an access point rather than a new curb cut.

C. Johnston asked about the orthophoto in the site plan. May be best to remove the photo background for clarity as the older photo behind the new plan can be confusing/misleading.

S. Gordon noted the lot numbers would need to be fixed. J. Barnard clarified that lot 5 should be removed and replaced by lots 6 and 7.

C. Johnston asked if the proposed septic is fully on the property, based on the appearance of the site plan. The more detailed site plan view was reviewed and all system components will be located on the lot.

C. Acker moved to approve the Preliminary Plat Application #2020-07-MIN of the Leland T. Cunningham Trust for a two (2) lot subdivision with conditions that a waiver is needed for the road frontage requirement, an approved curb cut or other ROW access is needed, and that the lot numbers be changed to 6 and 7. C. Layn seconded. All were in favor (6-0-0).

Hearing closed.

Continued discussion of an Administrative Assistant position. We would prefer to locate someone without needing to advertise. It would be ideal to have a mention of this role at Town Meeting.

Discussed a request from the Planning Commission for overlay map feedback. The Natural Heritage District is defined to include the things appearing on the the map of "Important Resource Areas and Wildlife Habitat" on the last page of the UPD, such as the ANR Natural Heritage Sites, Deer Wintering Areas, etc. It would be cleaner to relabel that map as the "Natural Heritage Overlay District".

On the "Zoning Districts" map there is a layer for the "FD Forest District", which is only mentioned in the definition of the "CON-P Conservation District, Prohibited". The CON-P district is defined to consist of Wetlands District and the Forest District, which are shown separately on the map. Perhaps these descriptions on the map could be updated to read "FD Forest District (CON-P)" and "WLD Wetlands District (CON-P)". J. Schulte noted there will likely be further changes needed as work on an Act 171 map progresses.

C. Acker moved to adjourn. C. Layn seconded. All were in favor (5-0-0). Meeting adjourned at 8:40pm.

Respectfully submitted,

**Betsy Brown
DRB Clerk**