

Town of Monkton
Development Review Board
DRAFT MEETING MINUTES
Tuesday, April 13rd, 2021 7:30pm

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

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

Board Members Absent: Joshua Giard (Alternate), Curtis Layn (Vice-Chair)

Others Present: None

B. Brown called the meeting to order at 7:37pm.

C. Johnston moved to approve the minutes of March 9th, 2021 as written. S. Gordon seconded. No additional discussion. **All were in favor (6-0-0).**

C. Johnston moved to approve the minutes of March 23rd, 2021 as written. C. Acker seconded. No additional discussion. **All were in favor (6-0-0).**

There was no Public Comment.

New Business

Letter from the Planning Commission re: communication tower on Boro Hill was forwarded to B. Brown by the Selectboard and discussed.

Old Business

Clerk role: B. Brown is working with the Selectboard on a proposal to have a new Clerk position that would cover both Monkton and Starksboro. The Selectboard of both towns will discuss.

PUBLIC HEARING: Waiver Application #2021-01-WAV of the Leland T. Cunningham Trust for a waiver from the 300' lot frontage requirement. The tax parcel ID is #06.206.063.005 and is located in the RA-5 Zoning District, 894 Mountain Road.

B. Brown called the hearing to order at 8:00pm.

J. Barnard met with the road foreman about the proposed access and a curb cut is no longer needed. Easement was obtained for access via an existing gravel drive on the neighboring property.

Reviewed the criteria for a waiver. No concerns were noted. C. Johnston and J. Schulte said that the easement addresses the apparent main purpose for longer road frontage by removing the need for a new curb cut.

C. Johnston moved to approve the Waiver Application #2021-01-WAV of the Leland T. Cunningham Trust for a waiver from the 300' lot frontage requirement. S. Gordon seconded. No additional discussion. **All were in favor (6-0-0).**

Hearing closed.

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

B. Brown called the hearing to order at 8:08pm.

Reviewed the final Survey Plat for the location of a new easement for driveway access. No other changes of note to the plat, except that the orthophoto background was removed as requested. Discussed that the proposed easement for driveway access is fully prepared and ready for signing. Copy of the executed easement will be provided before mylar signing. P. Russell asked whether a curb cut would be needed in this situation, since the existing gravel drive could be unofficial. There was a site visit by the Road Foreman who approved the arrangement and did not ask for a curb cut, according to J. Barnard. J. Schulte said we could ask the Planning Commission to clarify for the future whether a curb cut review should be requested from the Selectboard and/or Road Foreman when additional driveways are added off an existing driveway.

S. Gordon moved to approve Final Plat Application #2020-07-MIN of the Leland T. Cunningham Trust for a 2-lot subdivision with the condition that an executed easement for driveway access be provided to the DRB. C. Acker seconded. No additional discussion. All were in favor (6-0-0).

Hearing closed.

Discussed when to return to fully in-person meetings and noted that there is no scheduled business for our next meeting.

P. Russell moved to cancel the regularly scheduled meeting of the DRB on April 27th. S. Gordon seconded. No additional discussion. All were in favor (6-0-0).

P. Russell moved to adjourn. S. Gordon seconded. All were in favor (6-0-0). Meeting adjourned at 8:32pm.

Respectfully submitted,

**Jaime Schulte
DRB Member**