

June 2, 2020

DRB Members Present: Steve Kappel (Chair), Jeff Cueto, Steve Justis, Mark Lane, Norman Hill, Lauren Oates, Clarice Cutler

DRB Members Absent: Kim Watson, Glenn Weyant

Others Present: Bruce Johnson (Zoning Administrator), Kristi Flynn (Recording Secretary), Casey Northrup, Bruce Fitch, Claudia Fitch, Craig Chase

**Call to Order:** 7:03pm

The Chair read the official statement regarding the DRB meeting remotely.

**Public Comment:** None

**Additions to Agenda:** None

**Final Plat Review of Application #20-013, submitted by Casey & Amanda Northrup**

The Chair opened the hearing at 7:03pm by reading the warning: "Final plat review of Application #20-013, submitted by Casey & Amanda Northrup, for a boundary adjustment and access alteration between their 3.16-acre residential parcel at 4379 US Route 2 and the abutting 1.95-acre K&A Leasing, LLC commercial parcel at 4423 US Route 2. The intent is to add 0.74 acres to the business property and shift the access to the residential property from frontage on US Route 2 to a 60-foot-wide easement over the business parcel. The property is in zone a – Commercial District, where the minimum lot size is 1 acre." Mr. Northrup stated that they are in the process of selling two properties, which may be sold to two different entities, and the intent is to clean up the division of the boundary line. In the past, the two properties have been under common ownership. Mr. Chase noted that this division is how the subdivision should have been done in the first place. There will be a standard 60-foot easement to the residential lot over the commercial lot.

**Motion: I move to approve the Application #20-013 as presented.** Made: Mr. Cueto, second: Mr. Lane

**Vote on Motion:** Passed 7-0

**Sketch Plan Review for Fitch Subdivision**

The Chair opened the hearing at 7:11pm by reading the warning: "Sketch plan review of a proposed 2-lot subdivision of the 226.8-acre Fitch property located at the end of Fitch Road. The intent is to separate off 16.04 acres with the existing residence at 440 Fitch Road. The remainder lot will contain 210.8 acres along with the existing 450 Fitch Road residence. The property is in Zone E – Agricultural & Forest Conservation District, where the minimum lot size is 7 acres." The applicants were sworn in at 7:12pm. Ms. Fitch stated that the intent is to sell their current dwelling to their son, Robert. Part of the plan will be a boundary adjustment to make the lot lines cleaner. Mr. Chase noted that this clears up some issues as the deed was somewhat ambiguous. This plan will avoid non-conforming lots and road frontage. The ZA stated that the access is currently through the farmyard and it must be shown as an easement on the final plat if that is the access that is proposed. The Kathy Doner lot will need to be surveyed in order to make sure that all parties are on the same page. The ZA asked the applicants if they have any issues with the town using their dooryard as the snowplow turnaround as Fitch Road is a dead-end. The Fitches noted that it works well now; it might be a concern if the property is sold out of the family.

**Motion: I move to approve a large lot survey waiver per Section 6.2(B) for the remainder lot except around the Kathy Donner lot.** Made: Mr. Lane, second: Mr. Cueto

**Vote on Motion:** Passed 7-0 by roll call vote

**Sketch Plan Review for Rogers Subdivision**

The Chair opened the hearing at 7:21pm by reading the warning: "Sketch plan review for a proposed 3-lot subdivision of the 86-acre Rogers property located along VT Route 214. The intent is to separate off two lots with existing residences: 1.68 acres with 200 feet of road frontage at 1657 VT Route 214; and, 10.48 acres with 900 feet of frontage at 1307 VT route 214. The 74-acre undeveloped remainder lot has 800 feet of VT Route 214 frontage. The property is in Zone C – Residential & Commercial District, where the minimum lot size is 1 acre." Mr. Chase noted that this is a large parcel with two residences. The intent is to create boundaries around the residences with a third undeveloped Lot #1. The property has a community well and will include a proposed easement. The applicants are proposing a drilled well on Lot #2 as the community well serves other properties. Lot #1 is buildable but there are no plans to develop; it is in the river corridor and the flood plain. The ZA noted there are a number of issues and it would be great to have the whole parcel surveyed but realizes that might not be possible; the town would like to have the old town dump noted on the survey. Mr. Chase will research the locus map as it shows round figures for the acreage.

**Motion: I move to approve a large lot survey waiver per Section 6.2(B) for the remainder lot.** Made: Mr. Lane, second: Ms. Oates

**Vote on Motion:** Passed 7-0 by roll call vote

**Review of Minutes**

March 10, 2020

**Motion: I move to approve the minutes as written.** Made: Mr. Cueto, second: Mr. Lane

**Vote on Motion:** Passed 7-0

**ZA Report**

The applications are slow so far this year, mostly small projects. Some subdivisions might be coming but not sure of the timeline.

**Other Business**

The meeting is being recorded and there is a long retention time for the town; request from ZA if you would like to see it Mr. Cueto asked that documents be shared on the screen for subsequent meetings; Ms. Oates volunteered to do this going forward

For in-person meetings, per the Governor's restrictions, only 1.75 people would be allowed in the Town Office meeting room; the fire department is not yet open but could hold up to 15 people

The SB has authorized outside meetings for town committees

**Motion to adjourn.** Made by Mr. Hill, second by Mr. Lane. Passed 7-0. Meeting adjourned at 7:42p.m.

*Respectfully submitted by Kristi Flynn, Recording Secretary*