

Town of Underhill
Development Review Board Minutes
April 4, 2016

Board Members Present:

Charles Van Winkle
Karen McKnight
Penny Miller
Mark Hamelin
Mark Green

Others Present:

Dave Boyden, Applicant representing the L.G.
Rondeau Family Trust (1332 Westman Rd,
Cambridge)
Brad Holden, Land Surveyor (Rondeau Family
Trust surveyor)

Staff/ Municipal Representatives Present:

Brian Bigelow, Interim Zoning Administrator

6:30 PM- 4/4/16 DRB Public Hearing

- DRB members convened at Town Hall at 6:30 PM. Chair Van Winkle called the meeting to order.
- Chair Van Winkle asked for public comment. No public comments were provided.

6:40 PM- Linda G. Rondeau Family Trust - Final Subdivision Review (26 Westman Road)
Docket# DRB 16-02

- Chair Van Winkle began the hearing by explaining the procedure for final subdivision review and referenced the definition of interested party. The Applicant's representatives Dave Boyden and Brad Holden were before the Board for a proposed building envelope modification on Lot 2 of a previously approved 2-lot PRD subdivision.
- Chair Van Winkle swore in hearing participants and exhibits A through P, including the Army Corps of Engineers driveway permit received that day. He asked if board members had any conflicts of interest or ex parte communications. There were no conflicts of interest or ex parte communications reported.
- Chair Van Winkle noted that a warned site visit had occurred just prior to the hearing with DRB members present. No members of the public were in attendance.
- The Applicant's surveyor B. Holden summarized the project and the reason for the modification. The 2-lot Vaughan subdivision, including defined building envelopes, was approved in 2005. Since that time the wetlands on Lot 2 have been re-classified, the wetland regulations and required buffer distances have changed. The applicant proposes a larger building envelope, in compliance with the new wetland's classification and required distances.
- At 6:48pm, a motion was made to close the evidentiary portion of the hearing & deliberate in Open Session - Board member M. Hamlin made a motion, seconded by M. Green.
- At 6:50pm, Board member Hamlin made a motion, seconded by M. Green to approve the modified building envelope. The motion passed by all board members present.

6:55 PM- Discussion

- Discussion on the hiring status of the PZA position ensued.
- It was confirmed the DRB will convene again on Monday, April 18 for two hearings.

At 7:05pm, Board member McKnight made a motion to adjourn, seconded by board member Miller.

Submitted by:
Penny Miller, clerk

These minutes of the 4/4/16 meeting of the DRB were accepted

This _____ day of _____ April, 2016.

Charles Van Winkle, Chairperson

Note: These draft minutes are subject to correction by the Underhill Development Review Board. Changes, if any, will be recorded in the final minutes of the DRB.