

Town of Underhill
Development Review Board Minutes
June 6, 2016

Board Members Present:

Charles Van Winkle
Karen McKnight
Mark Green
Matt Chapek
Penny Miller
Will Towle

Others Present:

Phil Jacobs, Applicant (23 Upper English Settlement Road)
Paul O'Leary PE, O'Leary-Burke Civil Associates (Jacob's Engineer)
Randy Jewell (14 Jacobs Hill Road)
William Widlund (8 Jacobs Hill Road)
Alan Morse (18B Meadow Lane)
Aaron Brillhart (16 Jacobs Hill Road)
Louise Nichols (4 Sugarhill Road)
Dori Richiedei (12 Harvest Run)

6:30 PM- 6/6/16 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.

6:35 PM- Preliminary Subdivision Review (16 Harvest Run) Docket# DRB 16-01

- Chair Van Winkle began the hearing by explaining the procedure for preliminary subdivision review and referenced the definition of interested party. The Applicant Phil Jacobs and his representative Paul O'Leary, PE were before the Board for a proposed subdivision of five lots -- phase two of Jacob's previously subdivided parcel in Underhill Flats.
- Chair Van Winkle swore in hearing participants and referenced exhibits A through W, identified in the DRB packet. 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.
- The Applicant's engineer O'Leary provided an overview of the project, including background information on the 45 acre parcel and the 6 lots previously subdivided. The current proposal subdivides Lot #6 into 3 new building lots on the new dead-end gravel development road Min Lane and 2 lots reserved for future development. Other intended aspects of the project include on-site septic and water, underground power, and natural gas. Each lot will have a stormwater swale at the lower edge of the lot along the contour lines.
- Engineer O'Leary presented a colored "Slope Map" which indicated slopes > 25% and noted that building envelopes will be adjusted to avoid steep slopes. Additionally he presented a Topo Map and discussed at some length the flow of stormwater within and around the proposed development and the hydraulic report for the culvert crossing at Harvest Run.
- Engineer O'Leary presented the proposed Road Maintenance Agreement. Discussion ensued about the proposed agreement and about what was required by the previous subdivision permit.
- Chair Van Winkle indicated the DRB would appreciate understanding the master plan for the entire subdivision relative to the design of the infrastructure.

- Vice chair Towle raised the issue of nearby landowners' challenges with stormwater and flooding and questioned if improvements can be made as a part of the proposed project. Discussion ensued.
- Neighbor Nichols asked whether our zoning regulations address building aesthetics and asked for confirmation on the location of the leachfields.
- Neighbor Morse discussed ponding in the field.
- Jacobs Hill resident Widlund asked about drainage design and future house sites.
- Jacobs Hill resident Brillhart discussed various issues, including the typical condition of Harvest Run, the road maintenance agreement, the size of and responsibility for the culverts.
- Discussion ensued about the access to Route 15 and the costs and challenges with incorporating that access into the proposed subdivision.
- At 8:45pm, Chair Van Winkle proposed we continue the hearing to next Monday, June 13 at 6:35pm and meet at the site. Further he proposed we meet on Monday, June 20 at 6:35pm at the Town Hall to close the evidentiary period. All were in agreement and the hearing was suspended until June 13.

8:50 PM- DECISION: Potvin- Home Industry/Conditional Use (14 Lap Run) Docket# DRB 16-04

- Closed deliberative session on the Potvin decision proceeded until 9:30pm. Further DRB communication is required to finalize the decision.

9:30 PM- DRB Administrative Business

- Discussion on the ZA position.

The DRB adjourned at 9:40pm.

These Meeting Minutes reflect a summary of the topics discussed at the Monday, June 6, 2016 hearings. An audio recording of the hearings is available to the public.

Submitted by:
Penny Miller, clerk

These minutes of the 6/6/16 meeting of the DRB were accepted
This _____ day of _____, 2016.

Charles Van Winkle, Chairperson

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