

**Town of Underhill
Development Review Board Minutes
September 21, 2020**

BOARD MEMBERS PRESENT:

Stacey Turkos, Vice Chair*
Shanie Bartlett, Alternate
Mark Green*
Karen McKnight*
Penny Miller*
Daniel Lee*

Victor Veve, Applicant (DW032)*
William Veve, Applicant (DW032)*
Marty Baslow, Applicant (WC037)*
Richard Hamlin, Applicant's Rep. (WC037)*
Allen Bugbee, Adjoining Neighbor (WC014)*
Thomas Cota, Adjoining Neighbor (WC018)*
Albert Abdinoor, Adjoining Neighbor (WC022)*
Diana Abdinoor, Adjoining Neighbor (WC022)*
Lindsay Reid, Adjoining Neighbor (WC024)*
Nathan Reynolds, Adjoining Neighbor (WC024)
Nate Perham, Neighbor (WC013)*
Pete Grenier, Unknown*

STAFF/MUNICIPAL REPRESENTATIVES PRESENT:

Andrew Strniste, Zoning Administrator*

OTHERS PRESENT:

*Attended the meeting via the Go-To-Meeting Platform

^Attended the meeting via Phone

RECORDING:

This meeting was digitally recorded, and can be found at the following website:

<https://archive.org/details/underhill-drb-09212020>.

6:34 PM – 09/21/2020 DRB Public Meeting

- Members of the Board convened on the Go-To-Meeting platform around 6:25 PM.
- [6:34] Vice Chair Turkos called the meeting to order. No general public was provided, as all of the attending parties were in attendance with the evening's sketch plan review meeting and public hearing. No adjustments to the agenda were made.

**6:35 PM – VRV Living Trust Sketch Plan Review
32 Downes Road (DW032), Underhill, Vermont**

Docket #: DRB-20-10

- [6:35] Vice Chair Turkos began the sketch plan meeting, an informal meeting with the Board, by explaining the meeting procedures. The application pertains to a 2-lot subdivision of land located at 32 Downes Road (DW032). The Applicant, VRV Living Trust, being represented by William and Victor Veve, was before the Board to discuss the application. No other parties relating to the sketch plan review application were in attendance to comment about the application. No ex parte communications between the Board and the Applicant were identified, nor were any conflicts of interest identified. No additional exhibits were submitted into the record.
- [6:39] William Veve provided the Board an overview of the proposed project, as well as how the proposed project relates to a previously approved project in 2018 relating to the impacts a driveway would have to steep slopes. William Veve addressed and provided responses to all of Staff's comments provided in the staff report distributed before the Board's meeting. Specifically, amongst other responses, the Veves had requested a frontage waiver, responded to concerns about frontage, as well as responded to issues relating to Grant's Landing, the proposed driveway and steep slopes. The Applicant also requested that preliminary subdivision review be waived.

- [7:00] Staff Member Strniste provided an overview of his outstanding concerns relating to his comments and questions within the Staff Report. Board Member Bartlett confirmed that two Road Maintenance Agreements would be required – one for the shared driveway for the two proposed lots and another for Grant’s Landing, which would serve three lots. Board Member Bartlett also inquired about the stormwater infrastructure.
- [7:08] Board Member Green inquired about the identification of a building envelope for the proposed Lot 1, while Board Member Lee inquired about the width and setbacks of the driveway and development road. Board Member McKnight asked clarification questions relating to proposed development, as well as to information pertaining to deer yards, wildlife corridors and rear species. Board Member Miller expressed her reservations about waiving preliminary subdivision review. She then inquired about the stormwater previously proposed infrastructure and how the new development will impact that infrastructure, as well as inquired driveway and development road specifications. The Applicant agreed to submit a certification letter, as well as submit the documentation they have been compiling relating to storm events.
- [7:30] A discussion pertaining to the frontage issued ensued. Board Member Lee expressed his concern relating to the infrastructure being impacted by potential development.
- [7:41] The Board agreed they had enough information to make a decision regarding the Application. Board Member McKnight made a motion to waive preliminary subdivision review and proceed directly to final subdivision review. Board Member Lee seconded the motion, and it was approved unanimously. Board Member McKnight made a motion to accept the application and deliberate in closed session. Board Member Bartlett seconded the motion, which was approved unanimously.

**7:48 PM – Baslow Combined Preliminary & Final Subdivision Review Docket #: DRB-19-10
37 Warner Creek (WC037), Underhill, Vermont**

- [7:48] Vice Chair Turkos began the evening’s hearing by explaining the hearing procedures for the combined preliminary & final subdivision review hearing. The application pertains to a 2-lot subdivision of land located at 37 Warner Creek (WC037), which is owned by Marty Baslow. The Applicant, Marty Baslow, and his engineer, Richard Hamlin, were before the Board to discuss the application. Members of the public were in attendance to comment about the application. No ex parte communications between the Board and the Applicant were identified, nor were any conflicts of interest identified. The following exhibits were entered into the record:
 - A. Exhibit Q – MMU Ability to Serve Letter
 - B. Exhibit R – Access Permit (A-18-16)
 - C. Exhibit S – UJFD Memorandum

Richard Hamlin commenced with providing an overview of the subject lands and the project proposal. Subsequently, Mr. Hamlin addressed and provided responses to all of Staff comments provided in the staff report distributed before the Board’s hearing. He advised that an AOT permit is not required and then proceeded by providing a summary of the infrastructure relating to the wastewater systems.

- [8:20] Mr. Hamlin then opined that additional stormwater infrastructure improvements relating to the proposed driveways were not required since there were no proposed changes to those driveways. Subsequently, the he elaborated on the Homeowners’

Associations and Road Maintenance Agreements, as well as the turnaround areas. After providing more detail about other comments within the staff report, a discussion ensued about stormwater & erosion, as well as road widths.

- [9:03] Board Member Bartlett sought clarification relating to access, and then inquired about building envelopes and screening. Further discussion ensued about what the limits of the building envelope should be.
- [9:39] Due to the length of the meeting, and with many board members still wanting to ask questions, as well as public comment still needing to be had, Staff Member Strniste recommended that the meeting be continued to a later date. After inquiring about all attending parties' availability on October 5, 2020, Board Member McKnight made a motion to continue the hearing to October 5, 2020 at 7:00 PM. The motion was seconded by Board Member Green and approved unanimously.

9:45 PM – Other Business

- [9:45] Due to the length of the meeting, minutes from previous meetings will be approved at the next meeting.
 - [9:47] Board Member McKnight made a motion to enter into closed deliberation to discuss the Diffenderffer and VRV Living Trust applications. The motion was seconded by Board Member Lee and approved unanimously.
 - [10:23] Board Member Lee made a motion to exit closed deliberation. The motion was seconded by Board Member Bartlett and approved unanimously.
 - [10:24] Board Member McKnight made a motion to adjourn. The motion was seconded by Board Member Bartlett and approved unanimously.
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Respectfully Submitted by:
Andrew Strniste, Planning Director & Zoning Administrator

These minutes of the 09/21/2020 meeting of the DRB were accepted
this _____ day of _____, 2020.

Charles Van Winkle, Development Review Board Chair

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