

**Town of Underhill
Development Review Board Minutes
January 6, 2020**

Board Members Present:

Charles Van Winkle, Chair
Stacey Turkos, Vice Chair
Matt Chapek
Mark Green
Daniel Lee
Karen McKnight

Penny Miller

Staff/Municipal Representatives Present:

Andrew Strniste, Zoning Administrator

Others Present:

None

6:30 PM – 01/06/2020 DRB Public Meeting

- DRB Members convened at Town Hall around 6:25 PM.
- [6:30] Chair Van Winkle commenced with the evening's meeting. No adjustments to the agenda were made. No public comment was provided.

**6:36 PM – Diffenderffer Conditional Use Review
15 Pleasant Valley Road (PV015), Underhill, Vermont**

Docket #: DRB-19-12

- [6:36] Chair Van Winkle informed the Board that the evening's hearing, which was continued from October 21, 2019, would be continued to a later date, as the applicant was not prepared to present additional information. Board Member McKnight made a motion to continue the hearing to March 16, 2020 at 6:35 PM. Board Member Turkos seconded the motion, and the motion was approved unanimously.

6:45 PM – Other Business

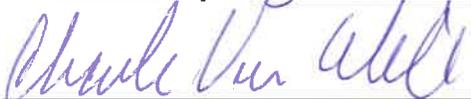
- [6:45] Board Member Chapek made a motion to approve the minutes of August 5, 2019. The motion was seconded by Board Member Miller and approved unanimously. Board Members Van Winkle and McKnight abstained from the vote because they did not participate in the August 5, 2019 meeting.
- [6:46] Board Member Turkos made a motion to approve the minutes of October 21, 2019. The motion was seconded by Board Member McKnight and approved unanimously. Board Member Miller abstained from the vote because they did not participate in the October 21, 2019 meeting.
- [6:47] The Board reviewed the Rules of Procedures. After the discussion, the Board agreed to review the Procedures at home and provide additional feedback at the next meeting – Monday, January 20, 2020. A brief discussion ensued about accessory structures and accessory uses.
- [7:10] The Board reviewed the decision crafting process. Board Member Miller will update the chart for distribution at a later meeting. The Board discussed the effectiveness of the Google calendar.
- [7:16] Staff Member Strniste advised the Board about who was up for reappointment come March 2020: the three alternatives (Board Members Bartlett, Towle and Hamelin), as well as Board Members Green, McKnight and Turkos. The Board's Town Report was briefly discussed. Board Member Miller advised she would complete her analysis of the turning

radii issue that was discussed in the summer/fall of 2019. Board Member Miller informed the Board that she would assume the Board's Clerk role come March. Board Member Van Winkle will continue to serve as the Board's Chair, while Board Member Turkos will continue to serve as the Board's Vice Chair. A discussion about the budget ensued.

- [7:45] Staff Member Strniste provided the Board with an overview of the upcoming schedule:
 - Potvin Sketch Plan Review – January 20, 2020
 - Marias Re-Subdivision Review – January 20, 2020
 - Diffenderffer Continued Conditional Use Review – TBD
 - Catudal/Guymon Preliminary & Final Subdivision Review – TBD
 - McLaughlin Conditional Use Review – TBD
 - Sills Conditional Use Review – TBD
- [8:05] Board Member McKnight made a motion to adjourn. The motion was seconded by Board Member Turkos and approved unanimously.

Submitted by:
Andrew Strniste, Planning Director & Zoning Administrator

These minutes of the 01/06/2020 meeting of the DRB were accepted
this 20 day of January, 2020.



Charles Van Winkle, Development Review Board Chair