

**Town of Underhill
Development Review Board Minutes
March 2, 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:

Antoine Catudal (73 N. Underhill Station Road)
Jason Guymon (73 N. Underhill Station Road)

6:30 PM – 03/02/2020 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 general public were in attendance to provide general public comment.

**6:34 PM – Guymon/Catudal Prelim. & Final Subdivision Plan Review Docket #: DRB-19-08
73 North Underhill Station Road (NU073), Underhill, Vermont**

- [6:34] Chair Van Winkle began the evening's hearing by explaining the meeting procedures for a combined preliminary & final subdivision review hearing. The application pertains to a 2-lot subdivision of land located at 73 North Underhill Station Road (NU073). The Applicants, Jason Guymon and Antoine Catudal, were before the Board to discuss their application. No other parties were in attendance to comment about the application. No ex parte communications between the Board and the Applicants were identified, nor were any conflicts of interest identified. No additional exhibits were submitted into the record.
- [6:39] Board Member Miller informed the Board prior to commencing that only herself and Board Member Chapek, in addition to Antoine Catudal, were in attendance at the site visit, which was held at 8:30 AM on Saturday, February 29, 2020. Chair Van Winkle recalled the subject property, as it was the subject of a previous application to construct a bridge. Jason Guymon clarified that the structure on the new lot was a garage and not a barn.
- [6:42] The Board confirmed that the Applicants proposed to subdivide the land into two lots by placing the property line between the constructed garage and the existing single-family dwelling. Both lots will be accessed via a shared driveway. Board Member Miller confirmed that there were no steep slopes. Chair Van Winkle verified that both lots already obtained their wastewater permits. A discussion ensued about the driveway, shared driveway, as well as the proposed building envelope. A subsequent discussion ensued about the Town's policies pertaining to building envelopes and rural character of the Town.
- [6:55] Clarification by Staff Member Strniste was provided about the lot's wetlands. He also confirmed that no deeryards were present.
- [6:56] The Board confirmed they had enough information to make a decision about the application. Board Member McKnight made a motion to close the evidentiary portion of the hearing. The motion was seconded by Board Member Turkos and approved unanimously. Board Member Turkos made a motion to approve the application and enter into closed deliberation to craft the decision. The motion was seconded by Board Member McKnight

and approved unanimously. Chair Van Winkle informed the Applicants of the process moving forward.

7:00 PM – Other Business

- [7:00] The Board opted to review the Rules of Procedure and decision drafting procedures at the next meeting.
 - [7:04] Board Member Turkos made a motion to approve the minutes of February 3, 2020. The motion was seconded by Board Member McKnight and approved unanimously.
 - [7:05] Staff Member Strniste informed the Board of their upcoming schedule:
 - March 16, 2020 – continued Diffenderffer (PV015) Conditional Use Application
 - April 6, 2020 – McLaughlin (CH414) Conditional Use Application
 - [7:13] Board Member Turkos made a motion to adjourn. The motion was seconded by Board Member Miller and approved unanimously.
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Submitted by:
Andrew Strniste, Planning Director & Zoning Administrator

These minutes of the 03/02/2020 meeting of the DRB were accepted
this 16 day of MARCH, 2020.



Charles Van Winkle, Development Review Board Chair