

**Town of Underhill
Development Review Board Minutes
July 15, 2019**

Board Members Present:

Charles Van Winkle, Chair
Stacey Turkos, Vice Chair
Mark Green
Daniel Lee
Karen McKnight
Penny Miller

Staff/Municipal Representatives Present:

Andrew Strniste, Zoning Administrator

Others Present:

Michael Kramer (3 Acer Ridge)
Eliza Kramer (3 Acer Ridge)
Suzanne Kusserow (4 Acer Ridge)
John Gay (5 Acer Ridge)

6:33 PM – 07/15/2019 DRB Public Meeting

- DRB Members convened at Town Hall around 6:20 PM, after visiting 3 Acer Ridge prior to the evening's hearing.
- [6:33] Chair Van Winkle called the meeting to order and added the following item to the agenda: discussion of the upcoming schedule.
- [6:33] No general public was in attendance, and therefore, no public comment was offered.

**6:34 PM – Kramer Subdivision Amendment
3 Acer Ridge (AR003), Underhill, Vermont**

Docket #: DRB-19-06

- [6:36] Chair Van Winkle began the evening's hearing by explaining the hearing procedures for a subdivision amendment hearing. The applicants, Michael & Eliza Kramer, were before the Board to discuss the application, which pertains to a road width waiver located within the Acer Ridge Planned Residential Development Subdivision, the subject portion of the road/driveway located on property at 3 Acer Ridge in Underhill, Vermont, which is owned by the aforementioned applicants. Two other parties were in attendance. No ex parte communications between the Board and the applicants were identified, nor were any conflicts of interest identified. No additional exhibits were added to the record.
- [6:40] Landowner, Michael Kramer, provided an overview of the project and the intent for the road width waiver request – to retain the trees on both sides of the shared portion driveway. The Board agreed that a 16 ft. shared driveway width seemed reasonable, as measured during the site visit, and acknowledged as acceptable to the Underhill-Jericho Fire Department (UJFD). Mr. Kramer informed the Board that he intends to build up and crown the road base to allow for water to sheet off the sides of the road, rather than run down the shared driveway and Acer Ridge onto Beartown Road. Staff Member Strniste informed the Board that the Road Foreman, Nate Sullivan, advised that UJFD also wished to see the fork where the two shared driveways meet be made into a "U" shape to allow for easier maneuverability for bigger trucks. Lastly, Staff Member Strniste informed the Board of the justification of granting a waiver as it relates to a Planned Residential Development, as well as provided a history of the application and future implications.
- [6:51] Ms. Suzanne Kusserow provided background for the Acer Ridge development, as well as her vision and intent of the original subdivision. The Kramers respectfully asked for specific details in the Board's decision to assist in satisfying the requirements.
- [6:58] The Board advised that they had enough information to make a decision about the

application. Board Member Miller made a motion to close the evidentiary portion of the hearing. The motion was seconded by Board Member McKnight and approved unanimously. Board Member Miller made a motion to approve the decision and craft the decision in deliberation. The motion was seconded Board Member Turkos and approved unanimously. Board Member Turkos made a motion to enter into deliberation, which seconded by Board Member McKnight. The motion was approved unanimously.

7:06 PM – Other Business

- [7:06] The Board advised that they would approve the minutes of March 18, 2019 and June 3, 2019 at their next meeting. Board Member Miller made a motion to approve the April 15, 2019 minutes, as amended. The motion was seconded by Board Member Turkos and approved unanimously. Board Member Turkos made a motion to approve the minutes of May 6, 2019. The motion was seconded by Board Member Lee and approved unanimously.
 - [7:11] Staff Member Strniste advised that a conditional use review hearing pertaining to 43 Ellsworth Meadow Land (EM043) and a sketch plan review meeting pertaining to 73 North Underhill Station Road (NU073) were formally scheduled for Monday, August 5, 2019. He then informed the Board that Mr. Duval's court ordered hearing is likely to be scheduled for August 19, 2019.
 - [8:38] Board Member Turkos made a motion to adjourn. The motion was seconded by Board Member Green and approved unanimously.
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Submitted by:
Andrew Strniste, Planning Director & Zoning Administrator

These minutes of the 07/15/2019 meeting of the DRB were accepted
this 7 day of October, 2019.



Stacey Turkos, Development Review Board Vice Chair