

Town of Underhill
Development Review Board Minutes
Chairperson Scott Tobin

August 20, 2007

Board Members Present:

Scott Tobin, Chairperson
Chuck Brooks
Stan Hamlet
Matt Chapek
Pete Seybolt
Charlie Van Winkle
Penny Miller

Also Present:

Chris Murphy, Zoning Administrator
Kari Papelbon, Zoning Assistant

6:15 PM: Meeting called to order

Chairperson Scott Tobin began the meeting by reading the procedure for sketch plan meetings. Since the sketch meeting is the first step in the subdivision process and is not a hearing it was not necessary to swear in attendees.

6:21 PM: Kathy and Michael Simanskas sketch plan meeting commenced.

Simanskas
425 Poker Hill Road

Applicants Present:

Kathy and Michael Simanskas

Other Participants:

Scotte Mason
61 Highland Rd.
Underhill, VT

Ellen Goodman
35 Highland Rd.
Underhill, VT

Jeff Moulton
49 Highland Rd.
Underhill, VT

Bob Cieri
46 Highland Rd.
Underhill, VT

Identifier: Contents:

ZA-1	Copy of the application for subdivision
ZA-2	Copy of the sketch plan for PH 425
ZA-3	Copy of the parcel map with abutters

- Chairperson Tobin read the Sketch Meeting Checklist.
- Kathy and Michael Simanskas provided a sketch drawing and explained their proposed subdivision. The property is in the Rural Residential District.
- ZA Murphy provided an explanation of Highland Road and read neighbor submitted comments. She also explained that the deed for all of the houses in the subdivision have covenants to which all future subdivisions would be subject.
- A discussion of the wetlands on the Simanskas property ensued and the requirements for a delineation survey were mentioned.
- Chairperson Tobin asked if there were any public comments or questions.
- Scotte Mason spoke, raising the question of the placement of driveways and access from Poker Hill Road as opposed to Highland Road. ZA Murphy explained that driveway placement is not necessary at sketch.
- A question of the zoning was raised. The zoning is 3 acres.
- Chairperson Tobin explained that the sketch meeting is simply a preliminary process to determine basic requirements.
- Ellen Goodman spoke, wondering about legal rights for abutting neighbors. Chairperson Tobin and ZA Murphy explained interested party status.
- Jeff Moulton spoke, wondering what the next steps were. ZA Murphy explained that all documents would be available to the public at Town Hall as they arrive.
- Bob Cieri spoke, stating that he cannot see the road and wondered if the impact of construction could be placed on the contractor.
- Board Member Chuck Brooks then read the sketch plan requirements for subdivision.
- Chairperson Tobin asked if the Board had enough information to make a decision.

6:45 PM: Board Member Stan Hamlet made a motion, seconded by Charlie Van Winkle, to accept the sketch plan and approve moving to the next step in the

subdivision process. The motion was approved by all Board Members present. Chairperson Tobin then explained the preliminary hearing process.

6:49 PM: Charles and Ashley Alexander sketch plan meeting commenced.

**Alexander
348 Irish Settlement Road**

Applicant Present:

Charles Alexander

Other Participants:

Jeff and Angela Moulton
49 Highland Rd.
Underhill, VT

Identifier: Contents:

ZA-1	Copy of the application for subdivision
ZA-2	Copy of the sketch plan for IS 348
ZA-3	Copy of the parcel map with abutters

- Chairperson Tobin began by explaining the sketch plan process.
- Charles Alexander explained his plan for subdivision.
- Board Member Charlie Van Winkle asked if the septic system would be a combined system. Charles Alexander explained that the septic would share a common area with a leach field on the farthest end of the property.
- ZA Murphy explained that there are significant wetlands present on the property.
- A question was asked if Mr. Alexander would be able to make the 10% grade for the proposed driveway since the land is steep. Mr. Alexander stated that there is enough land to do so.
- Chairperson Tobin asked if the proposed two lots were not suitable what Mr. Alexander's plans would be. Mr. Alexander explained that he would keep the lot at 5 or more acres for one lot and prevent an extra lot from being subdivided on the end.
- Board Member Van Winkle asked about the Cranebrook Natural Area sign. Mr. Alexander explained that the sign is placed where the driveway would be.
- Jeff Moulton spoke, asking to be notified for future meetings.
- Angela Moulton spoke, asking if the road would need to be widened. ZA Murphy explained that it would not.
- Board Member Chuck Brooks read the sketch plan requirements for subdivision.

- Chairperson Tobin asked if the Board had enough information to make a decision.

7:06 PM: Board Member Charlie Van Winkle made a motion, seconded by Chuck Brooks, to accept the sketch plan and approve moving to the next step in the subdivision process. The motion was approved by all Board Members present. Chairperson Tobin then explained the preliminary hearing process.

7:08 PM: Marcy Gibson sketch plan meeting commenced.

**Gibson
50 New Road**

Identifier: Contents:

ZA-1	Copy of the application for subdivision
ZA-2	Copy of the sketch plan for NR050
ZA-3	Copy of the parcel map with abutters

Applicant Present:

Marcy Gibson

- Chairperson Tobin began by explaining the sketch plan process.
- Marcy Gibson explained her plan for subdivision. The existing driveway would be shared.
- Board Member Peter Seybolt asked about electricity on the property. Ms. Gibson explained that there is an existing box at the end of the property that brings power to the house.
- Board Member Matt Chapek asked about the frontage and ROW. It was explained that enough frontage exists.
- Board Member Penny Miller asked why there is an Act 250 permit on land. ZA Murphy explained that there used to be a gravel pit on the property. The Act 250 permit would be amended.
- Ms. Gibson stated that she has hired Peter Lazorchak of McCain Consulting.
- Board Member Chuck Brooks read the sketch plan requirements for subdivision.
- Chairperson Tobin asked if the Board had enough information to make a decision.

7:18 PM: Board Member Chuck Brooks made a motion, seconded by Peter Seybolt and Charlie Van Winkle, to accept the sketch plan and approve moving to the next step in the subdivision process. The motion was approved by all Board Members present. Chairperson Tobin then explained the preliminary hearing process.

7:20 PM: Sue Kusserow sketch plan/boundary line adjustment meeting commenced.

**Kusserow and Lewis
37 Beartown Road and
Kusserow and Lair
39 Beartown Road**

Applicant Present:

Sue Kusserow

Identifier: Contents:

ZA-1	Copy of the sketch plan for BE 037
ZA-2	Copy of the parcel map with abutters

- Sue Kusserow began by explaining that her property at 37 Beartown Road does not connect to her property at 53 Beartown Road except over Adrie Kusserow and Robert Lair's property at 39 Beartown Road. She also explained that she pays extra taxes since the properties are not connected. Her plan is to make a boundary line adjustment with 39 Beartown Road to make a walking corridor between 37 Beartown Road and 53 Beartown Road.
- ZA Murphy explained that she spoke with Lister Pam Shover about the taxes on the two properties and advised Ms. Kusserow to speak with her.
- Ms. Kusserow added that she would also like to deed approximately 1 acre to Adrie Kusserow and Robert Lair at 39 Beartown Road from the 53 Beartown Road property to ensure the 53 Beartown Road property would not be subdivided.
- A discussion of the merging of the parcels for tax purposes occurred and ZA Murphy explained that there would be 3 deeds and 3 surveys for the land since a new lot would not be created.
- Chairperson Tobin asked if the Board had enough information to make a decision.

7:35 PM: Board Member Stan Hamlet made a motion to accept the theoretical sketch plan. Board Member Charlie Van Winkle made an amendment to the motion to state that the proposed land resulting from the boundary line adjustment to be used for a walkway between BE037 and BE053 would not be for development. The amended motion was seconded by Chuck Brooks and passed by all Board Members present.

8:22 PM: Meeting adjourned.

These minutes of the 8-20-07 meeting of the DRB were

Amended as noted below and accepted

Amended 9-17-07 to state "Board Member Stan Hamlet made a motion to accept the theoretical plan."

Amended 11-6-07 to state "Board Member Chuck Brooks (then) read the sketch plan requirements for subdivision." Amended 11-6-07 to state "Board Member Stan Hamlet made a motion to accept the theoretical sketch plan."

This 17th day of September, 2007.

Chairperson Scott Tobin

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