

Town of Underhill
Development Review Board Minutes
Chairperson Scott Tobin

January 3, 2011

Board Members Present:

Will Towle
Matt Chapek
Penny Miller
Peter Seybolt
Charles Van Winkle, Vice Chair

Also Present:

Kari Papelbon, Zoning & Planning Administrator

6:35 PM: Deliberative sessions on the Netelkos (PH295) and Shapiro (PH647) subdivisions continued.

8:20 PM: The Board, upon unanimous consent, moved into open session. Board Member Peter Seybolt made a motion, seconded by Board Member Will Towle, to approve the Shapiro 2-lot subdivision. No votes were cast in the affirmative. Application denied.

Board Member Will Towle made a motion, seconded by Board Member Penny Miller, to approve the Netelkos 2-lot subdivision with the following conditions:

1. The Development Review Board does not reach a decision as to the boundary line in dispute; however, the subdivision shall conform to local regulations. The building envelope for Lot 2 shall be located no closer than 50 feet from both the "Netelkos Line" and the "Francis/Cummings Line." The driveway for Lot 2 shall be located no closer to both the "Netelkos Line" and the "Francis/Cummings Line" than 20 feet. All setbacks or similar relevant to this permit shall comply with both the "Netelkos Line" and the "Francis/Cummings Line."
2. Per the Underhill Subdivision Regulations, final approval of the subdivision is granted upon filing of the final subdivision plat in the Underhill Land Records. No transfer or sale of property may occur prior to recording the final plat and all applicable permits in the Town of Underhill Land Records.
3. The survey plat shall be revised to reflect the correct landowner last name of Pilo for parcel PH298.
4. The shared driveway maintenance agreement shall be recorded in the Land Records. The agreement, or a reference to the agreement, shall appear in the deeds to Lots 1 and 2.

5. The deeds to Lots 1 and 2 shall include reference to the septic easement on Lot 2 for the Lot 1 replacement leachfield.
6. All required State and local permits shall be recorded in the Land Records.
7. All building envelopes and septic areas shall be staked out by the surveyor/engineer prior to any construction, and off-set stakes shall be held in place until completion of construction.
8. A copy of the engineer's letter to the State certifying that the septic system for Lot 2 has been installed per the approved plans shall be filed with the Zoning Administrator.
9. In lieu of a performance bond, prior to issuance of a building permit to Lot 2, an engineer shall provide a letter to the Zoning Administrator certifying that the driveway has been "roughed in" per the approved plan. "Rough-in" means that the driveway area is cleared and stumped, the driveway is shaped to subgrade with required ditches and culverts (as applicable), and the subbase is in place.

Driveway top treatment may be installed at the end of the construction period. All erosion prevention, sediment control, and stormwater measures shall be installed per the approved plans.

Upon completion of construction, the designer/engineer must certify by letter to the Zoning Administrator that the driveway has been constructed as designed.

10. Prior to recording the final Mylars, the applicant shall submit a copy of the plat and Sheet 1 in digital format. The format of the digital information shall require approval of the Zoning Administrator.
11. Lot 2 shall have its 911 code (PH297) posted prior to issuance of any building permit.
12. Applicant shall obtain approval of the driveway design and culvert size, underground utilities, and waiver request for the bonding requirement from the Selectboard prior to filing the final plat. (See January 6, 2011 Selectboard minutes).
13. All subdivision fees shall be paid in full to the Zoning Administrator prior to filing of the final plat.

The motion was passed by all Board Members present.

The Board discussed their upcoming schedule.

8:31 PM: End of meeting.

These minutes of the 1-3-11 meeting of the DRB were accepted

This _____ day of _____, 2011.

Vice Chairperson Charles Van Winkle

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.