

Town of Underhill
Development Review Board Minutes
Chairperson Scott Tobin

March 16, 2009

Board Members Present:

Scott Tobin, Chair
Chuck Brooks
Matt Chapek
Charlie Van Winkle
Peter Seybolt
Penny Miller
Stan Hamlet

Also Present:

Kari Papelbon, Zoning Administrator

6:20 PM: Chairman Scott Tobin called the work session/organizational meeting to order.

- Zoning Administrator Kari Papelbon announced that the Selectboard has reappointed Charlie Van Winkle (3 years), Chuck Brooks (3 years), and Deb Shannon (1 year) to the DRB.
- Board Member Stan Hamlet made a motion to reappoint Scott Tobin as Chair and Chuck Brooks as Vice Chair/Clerk. After a brief discussion of offices, Board Member Hamlet made a motion, seconded by Board Member Peter Seybolt, to reappoint Scott Tobin as Chair, Charlie Van Winkle as Vice Chair, and Chuck Brooks as Clerk. The motion passed unanimously.
- ZA Papelbon noted that there are 2 open alternate positions on the DRB. A discussion of potential candidates ensued.
- The Board reviewed the Rules of Procedure adopted October 20, 2008. Board Member Peter Seybolt suggested clarifying the wording of Section III (H), Public Deliberations, and removing the phrase “so help me God” from Section VII (G). It was during this discussion that Board Member Charlie Van Winkle arrived. The changes were discussed and accepted by the Board.
- A brief discussion of site visits and ex parte communication ensued.

- Chairperson Scott Tobin made a motion, seconded by Board Member Chuck Brooks, to accept the Rules of Procedure as amended. The motion passed unanimously.
- In an open forum, the Board discussed the Tatro, MU038 site visit scheduled for 9:00 AM on Saturday, March 21. It was agreed that the Board would meet at the Town Hall and leave at 8:30 to view the site. The upcoming hearing schedule was also discussed.
- A discussion of the definition of lot lines and frontage as they pertain to subdivisions ensued.
- It was noted by ZA Papelbon that a draft copy of the new unified bylaw would be provided to the DRB for their review at the hearing scheduled for March 23.

7:30 PM: Meeting adjourned.

These minutes of the 3-17-09 meeting of the DRB were

Accepted

This _____ day of _____, 2009.

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.