

DRB Meeting Minutes  
March 10, 2014

**Town of Underhill  
Development Review Board Minutes  
March 10, 2014**

**Board Members Present:**

Charles Van Winkle, Chairperson  
Mark Hamelin  
Matt Chapek  
Karen McKnight  
Penny Miller  
Will Towle  
Shanie Bartlett (Alternate)

**Staff/ Municipal Representatives Present:**

Sarah McShane, Zoning & Planning Administrator

**Others Present:**

None

The Development Review Board Meeting was called to order at 6:40 PM at the Old School House -32 Pleasant Valley Road in Underhill. *(The meeting was relocated to the Old School House due to space issues at the Town Hall. PZA posted the new meeting location on the Town of Underhill website, as well as posted signs on the door and bulletin board at the Town Hall, and on the door of the Old School House.)*

DRB members discussed old business and the upcoming DRB meeting schedule. Members decided to review the February 3<sup>rd</sup> & 24<sup>th</sup> meeting minutes, as well as elect officers and re-adopt the Rules of Procedure at the next DRB meeting.

DRB members excused S. McShane at 6:50 PM.

DRB members entered deliberative executive session at 6:51 PM to discuss DRB 13-13 (Allendorf Appeal). DRB members exited executive session at 8:35 p.m. Deliberation to continue.

Meeting adjourned at 8:40 p.m.

The next DRB Meeting will be held on March 17<sup>th</sup> at 6:30 PM at Town Hall.

Respectfully submitted by:

Sarah McShane, PZA  
Karen McKnight, DRB Clerk

These minutes of the 03-10-14 meeting of the DRB were accepted:

This 7 day of APRIL, 2014.



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Charles Van Winkle, Chairperson, DRB