

Town of Underhill
Development Review Board Minutes
June 20, 2016

Board Members Present:

Charles Van Winkle
Karen McKnight
Mark Green
Matt Chapek
Penny Miller
Will Towle

Others Present:

Phil Jacobs, Applicant (23 Upper English
Settlement Road)
Paul O'Leary PE, O'Leary-Burke Civil Associates
(Jacob's Engineer)
Dori Richiedei (12 Harvest Run)

6:40 PM- 6/20/16 DRB Public Hearing

- DRB members convened at Town Hall at 6:40 PM. Chair Van Winkle called the meeting to order.
- Chair Van Winkle asked for public comment. No public comments were provided.

6:41 PM- Preliminary Subdivision Review (16 Harvest Run) Docket# DRB 16-01 [CONT'D]

- Chair Van Winkle began the hearing by explaining the procedure for preliminary subdivision review and referenced the definition of interested party. The Applicant Phil Jacobs and his representative Paul O'Leary, PE were before the Board for a proposed subdivision of five lots -- phase two of Jacob's previously subdivided parcel in Underhill Flats. Tonight's hearing was a continuation of the 6/6/16 Preliminary Subdivision hearing.
- Chair Van Winkle swore in hearing participants. There were no conflicts of interest or ex parte communications reported by DRB members.
- Chair Van Winkle summarized the Preliminary hearing to-date, including the 6/13/16 site visit.
- The Applicant's engineer O'Leary provided an overview of the project and reviewed the topics discussed at large at the 6/13/16 site visit - proposed creation of an enlarged shallow swale on Lot 6 to offset currently proposed and future impervious surface runoff; a compiled list of suggested road improvements for the homeowners to execute as they choose; definition of a 25 year storm.
- Vice chair Towle suggested that O'Leary-Burke document the origins of the Harvest Run ditch's stormwater in the Hydraulic Report Summary.
- Discussion ensued on hours of construction traffic and how they can be regulated.
- Discussion ensued on the ownership of roads and stormwater infrastructure associated with a development and when they are typically conveyed to the Road Association.
- Chair Van Winkle explained the process for driveway approval from the Selectboard.
- Chair Van Winkle read through the Subdivision Review criteria relative to this project.
- Discussion ensued on whether it would be advisable to have the Harvest Run residents join the Road Association.
- 7:52pm: On a motion by W.Towle seconded by M.Chapek, the DRB voted to close the evidentiary period and deliberate in open session until 8:00pm. All were in agreement & open deliberation ensued.

- 7:59pm: On a "straw vote," all members of the DRB voted in favor of the approving the Preliminary subdivision review application.
- 8:00pm: On a motion by K.McKnight seconded by M.Chapek, the DRB entered closed deliberative session.

8:05 PM- DRB Work Session

- Discussion & review of past subdivision decisions.

The DRB adjourned at 8:20pm.

These Meeting Minutes reflect a summary of the topics discussed at the Monday, June 20, 2016 hearing. An audio recording of the hearing is available to the public.

Submitted by:
Penny Miller, clerk

These minutes of the 6/20/16 meeting of the DRB were accepted
This _____ day of _____, 2016.

Charles Van Winkle, Chairperson

Note: These draft minutes are subject to correction by the Underhill Development Review Board. Changes, if any, will be recorded in the final minutes of the DRB.