

**Town of Underhill**  
**Development Review Board Minutes**  
**March 2, 2015**

**Board Members Present:**

Charles Van Winkle  
Penny Miller  
Matt Chapek  
Will Towle

**Others Present:**

Arnold Baizley, Applicant (PV623)

**Staff/ Municipal Representatives Present:**

Sarah McShane, PZA

**6:30 PM- 3/2/2015 DRB Public Hearing**

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- DRB members convened at Town Hall at 6:30 PM. Chair Van Winkle called the meeting to order.
- Chair Van Winkle asked for public comment. No public comments were provided.

**6:35 PM- (DRB 14-04) Baizley- Final Subdivision Review (623 Pleasant Valley Road)**

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- Chair Van Winkle began the hearing by explaining the procedure for final subdivision review and the definition of interested party. He stated that the Applicant, Arnold & Paula Baizley, are before the board for final subdivision approval for a 2 Lot subdivision of property at 623 Pleasant Valley Road.
- Chair Van Winkle swore in hearing participants and exhibits A through P and asked if board members had any conflicts of interest or ex parte communications. There were no conflicts of interest or ex parte communications reported.
- Applicant Arnold Baizley provided an overview of the proposal. He stated that they are proposing to subdivide a 28.3 acre parcel off their existing 84.3 acre parcel. He reported that the property has a deed restriction to only allow one additional subdivided lot.
- Chair Van Winkle updated the board regarding previous discussions during preliminary and sketch plan review. He stated that the board had previously determined that a site visit was not necessary given the size of the property.
- Applicant Arnold Baizley stated that they obtained access approval from the Selectboard for the driveway. He stated that the revised plans indicate a 10' x 30' pull off area located outside of the mapped floodplain as required by the DRB's preliminary decision.
- Board members reviewed the revised plans and the locations of septic systems.
- Board member W.Towle asked the applicant if there was a reason why the septic replacement area for Lot 1 is located on Lot 2. The applicant responded that they had only performed soil test pits in the open area of the property and did not test in the wooded area.
- Board members discussed property lines. Board member W.Towle stated that he would rather not see a property burdened by an easement if a property line could simply be redrawn. Board

members reviewed the easements on Lots 1 and 2. The proposal includes a 40' wide access and utilities easement from Lot 1 to Lot 2, and the wastewater system easement from Lot 2 to Lot 1.

- PZA S.McShane provided comments. She reported that the applicant fulfilled the conditions of the DRB's preliminary decision and she had not identified any outstanding items.
- Board members discussed frontage and determined that a waiver was not required since the existing shared driveway has frontage on Pleasant Valley Road.
- PZA S.McShane asked the board for clarification regarding not designating a building envelope. She asked whether or not the applicant would simply need to demonstrate compliance with the required setbacks and relevant zoning regulations when applying for a building permit. Chair Van Winkle stated that the board could condition the approval to require that permitted structures meet the setbacks and relevant zoning regulations in effect at the time of submitting a building permit application.
- Board members discussed frontage and access to town highways. Majority of board members felt that the general intent of the frontage requirement is to provide separation of driveways along town highways.
- Chair Van Winkle asked if the board had any final comments or questions. Hearing none, Chair Van Winkle asked if the board had enough information to make a decision. Board members indicated they had enough information.
- At 7:35 PM board member W. Towle made a motion, seconded by M.Chapek to close the evidentiary portion of the hearing. The motion passed by all board members present.
- Board member W.Towle made a motion, seconded by P.Miller, to deliberate in open session until 8:00 PM. The motion passed by all board members present.
- Board members discussed the application and conditions of approval.
- Board member W.Towle made a motion, seconded by M.Chapek to approve the proposal for a 2-lot subdivision at 623 Pleasant Valley Road. The motion passed by all board members present.
- PZA S.McShane will draft a decision for DRB approval. The board will provide a written decision to the applicant within 45 days of closing the hearing.

#### **8:00 PM- Old Business**

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- Board members reviewed the minutes from 2-16-2015. Board member W.Towle made a motion, seconded by P.Miller to approve the minutes of 2-16-2015 as submitted. The motion passed by all board members present.
- Board members discussed scheduling upcoming meetings. PZA S.McShane reported that there are no applicants scheduled for the March 16<sup>th</sup> DRB meeting, however board members should be prepared to meet on April 6, 2015 for review of a preliminary subdivision application on Poker Hill Road.
- The next DRB meeting will be Monday April 6<sup>th</sup>, site visit at 6:00 PM, public hearing to begin at 6:30 PM.
- Meeting adjourned at 8:10 PM.

Submitted by:  
Sarah McShane

DRB Meeting Minutes  
March 2, 2015

These minutes of the 3/2/2015 meeting of the DRB were accepted  
This 2 day of April, 2015.



Charles Van Winkle, Chairperson

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

