



DEVELOPMENT REVIEW BOARD MEETING MINUTES

Meeting Type: **Regular Meeting**
Date: **Thursday, February 25, 2016**
Time: **7:00 p.m.**
Place: **Municipal Building Community Room**
Address: **47 Bombardier Road, Milton, Vermont 05468-3205**
Contact: **802.893.1186**
Website: **miltonvt.org**

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 7:03 p.m.

3
4 **2. ATTENDANCE**

5 **Members Present:** Bruce Jenkins, Chair; David Conley, Vice-Chair; Henry Bonges, Clerk; Clayton Forgan

6 **Members Absent:** None

7 **Staff Present:** Jeff Castle, Town Planner

8 **Public Present:** See attached sign in sheet.

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10 **3. AGENDA REVIEW**

11 None.

12
13 **4. PUBLIC FORUM**

14 None.

15
16 **5. OLD HEARINGS**

17 None.

18
19 **6. NEW HEARINGS**

20 **6(A). Minor Conventional Subdivision Sketch Plan - 165 Railroad Street - Gordon LaFountain Sr.,**
21 **Owner / Gordon LaFountain Jr. & Jenna LaFountain, Applicants.**

22
23 The Chair read the following summary to open the hearing:

24
25 Gordon LaFountain Sr., Owner/Gordon LaFountain Jr. & Jenna LaFountain/Applicants request Sketch Plan
26 approval for a proposed 2-lot Minor Conventional Subdivision located at 165 Railroad Street, described as Tax
27 Map 31, Parcel 98 and SPAN #11903. A single family home currently exists on the lot. The subject property
28 contains approximately 5.67 acres and is located within the "MCMP Center" (M1) Zoning District and Town
29 Core Planning Area.

30
31 The Chair administered the Oath to Interested Persons. Representing the Applicants were Gordon LaFountain
32 Sr., Gordon LaFountain Jr. and Jenna LaFountain, hereafter referred to as "Applicant(s)."

33
34 In response to the following numbered items within the Staff Report:

- 35 1. The Applicant stated that they propose to use Lot 2 for a single-family residence.
- 36 2. The Applicant agreed to submit an application for final approval of a subdivision plat within 6 months
37 of DRB approval, if such approval is granted.
- 38 3. The Applicant agreed that the Final plat application shall include all items listed in Subdivision
39 Regulations 610.
- 40 4. The Applicant agreed that the Final application shall include Section 700 responses, submitted by email
41 to the Town Planner.

5. The Applicant agreed that the DRB may require street trees be planted along Railroad Street in accordance with SR830.
6. The Applicant agreed that if street trees are required by the DRB, the location of the trees will be shown on the Final plan application.
7. The Applicant agreed to escrow \$500 for the Town attorney's legal review of the deeds and any other required legal instruments.
8. The Applicant agreed to submit draft deeds and any other required legal instruments for all impacted lots for review by the Town Attorney and that any requested revisions will be completed before recording of the Final plat.
9. The Applicant agreed that the Final application shall include the location of the proposed access to Lot 2.

Hearing no further questions or comments, the Chair closed the Hearing at 7:10 p.m.

6(B). Boundary Line Adjustment - 901 & 917 Lake Road - Janet Dooley, Sharon Meroa & Leslie LaPointe, Owners/Applicants.

The Chair read the following summary to open the hearing:

Janet Dooley and Sharon Meroa and Leslie LaPointe, Owners/Applicants are requesting a Boundary Line Adjustment approval to adjust the property boundary between two adjacent lots located at 901 Lake Road and 917 Lake Road described as SPAN #s 10979 and 13397, Tax Map 13 and 18, Parcels 16 and 37. The proposal would exchange a total of 0.33 acres between the two lots. The subject properties contain a total of approximately 21.5 acres and are located within the "Agricultural/Rural Residential" (R5) Zoning Districts.

The Chair administered the Oath to Interested Persons. Representing the Applicants were Janet Dooley, Sharon Meroa and Leslie LaPointe, hereafter referred to as "Applicant(s)."

In response to the following numbered items within the Staff Report:

1. The Applicant agreed to submit draft deeds and any other required legal instruments for all impacted lots for review by the Town Attorney and that any requested revisions will be completed before recording of the Final plat.
2. The Applicant agreed to submit one version of the revised final plat for staff review prior to submitting the actual Final Plat. The Applicant agreed to submit one full-sized paper Final Plat and one 11x17 paper plat depicting all requested changes, to be maintained in the Planning Office's application file.
3. The Applicant agreed that the Final Survey plat shall be in compliance with SR610 and submitted on mylar, signed by the licensed surveyor and the Chair of the DRB, and recorded in the Land Records within 180 days of the date of the DRB's Final Approval per SR940.
4. The Applicant agreed that no changes, erasures, modifications or other revisions, other than those required by the DRB's decision, will be made on the approved plat without the approval of the Department of Planning and Economic Development.
5. The Applicant agreed that, if approved, the proposal shall be completed, operated and maintained in the manner set forth in the plans and exhibits as approved by the DRB and in accordance with the conditions of the DRB's approval, if such approval is granted.

MOTION by Conley to APPROVE the Boundary Line Adjustment of 901 & 917 Lake Road; SECOND by Bonges. UNANIMOUSLY APPROVED.

Hearing no further questions or comments, the Chair closed the Hearing at 7:20 p.m.

1 **7. OTHER BUSINESS**

2 **7(A). Staff Update**

3 Staff updated the DRB regarding the applications pending for the DRB's March meetings, and briefed the
4 Board members on the progress of the Fee Schedule amendment.

6 **8. MINUTES**

7 **8(A). Minutes of February 11, 2016**

8 MOTION by Bonges to APPROVE the Minutes of February 11, 2016 as written; SECOND by Conley.
9 Unanimously APPROVED.

11 **9. DELIBERATIVE SESSION**

12 MOTION by Conley to enter Deliberative Session at 7:25 p.m.; SECOND by Bonges. Unanimously
13 APPROVED.

14
15 Decision(s) Signed:

16 **9(A). Minor Conventional Subdivision Final Plan, Site Plan & Variance Application -- 947- 951 US Route**
17 **7 South -- General Stannard House Committee, Applicant/Miller Realty Group LLP, Owner.**

18 Bruce Jenkins, Chair yea/nay/abstain/absent/recusal
19 Dave Conley, Vice-Chair: yea/nay/abstain/absent/recusal
20 Henry Bonges, Clerk: yea/nay/abstain/absent/recusal
21 Clayton Forgan: yea/nay/abstain/absent/recusal

22
23 MOTION to exit Deliberative Session; Motion SECONDED and CARRIED.

25 **10. ADJOURNED**

26 MOTION to adjourn; motion SECONDED and CARRIED.

27
28 Minutes approved by the Commission this _____ day of _____, 2016.

29
30
31 _____
32 Bruce Jenkins, Chair /kt

33 Draft filed with the Town Clerk this 2nd day of March, 2016.

34
35 Filed with the Town Clerk this _____ day of _____, 2016.

MEETING SIGN-IN SHEET - Milton Development Review Board

Date: Thursday, February 25, 2016

NAME (PRINT)	SIGNATURE	MAILING ADDRESS	PHONE #
GORDON LAFONTAINE		8 Moss End Dr, Milton	802-363-7854
Joyce Skypal	Joyce Skypal	90 Kingsbury Mill	893-2784
Jenna Lafontaine		8 Moss End Drive Milton	999-3758
Archie Lafontaine		165 Railroad St	893-015
CHIP LAFONTE		97 Lake Rd	89-6148
SHARON MEEGA		"	"
Stacey Barton	Stacey Barton	40 Ketchum Dr, Essex Jct	310-2014
Sam Deoley		87 Herrick Ave Milton	893-7960
Tom Frank		"	"
Laura Ryan		503 Westforded Pkwy ton	324-8314
Denise Mathews	Denise Mathews	P.O. Box 62 Underhill VT	373-3153
Robyn Pratt	Robyn Pratt	3 Pine Grove Ter Winslow VT	(207) 899-6767
Jeff Latta		3 Pine Grove Ter, Winslow, VT	802 384 8082

NOTE: THOSE WISHING TO GAIN INTERESTED PERSON STATUS AND TESTIFY ON AN APPLICATION MUST ALSO SIGN-IN ON THE HEARING SIGN-IN SHEET.