



DEVELOPMENT REVIEW BOARD

Meeting Type:.....Regular
Date:.....Thursday, September 8, 2016
Time:.....7:00 p.m.
Place:.....Municipal Building Community Room
Address:.....43 Bombardier Road Milton, VT 05468
Contact:.....(802) 893-1186
Website:www.miltonvt.org

MEETING MINUTES

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 7:05 p.m.

3
4 **2. ATTENDANCE**

5 **Members Present:** Bruce Jenkins, Chair; David Conley, Vice-Chair; Bob Brisson; Julie Rutz.

6 **Members Absent:** Henry Bonges, Clerk.

7 **Staff Present:** Jacob Hemmerick, Planning Director.

8 **Public Present:** James Steller; Tom Hayden; Joyce Hayden.

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10 **3. AGENDA REVIEW**

11 None.

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13 **4. PUBLIC FORUM**

14 None.

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16 **5. ELECTION OF OFFICERS**

17 TABLED by unanimous consent until all members are present; meeting conducted according to
18 the prior fiscal year officers.

19
20 **6. OLD HEARINGS/BUSINESS**

21 None.

22
23 **7. NEW HEARINGS/BUSINESS**

24 **7(A). J&M Sand/Applicant & Jenkins Family Trust/Owner -- Minor Conventional**
25 **Subdivision Sketch Plan - 297 McMullen Road.**

26
27 The Chair read the following summary to open the hearing:

28
29 **J&M Sand/Applicant & Jenkins Family Trust/Owner** request **Sketch Plan** approval for a **Minor**
30 **Conventional Subdivision** located at **297 McMullen Road**. The proposal would result in three (3)
31 lots. An existing residence would remain on one lot, one lot is proposed as a non-residential lot,
32 and the final lot has no proposed use at this time. The property is described as SPAN number
33 11702, Tax Map 8, Parcel 4. The subject property contains approximately 78 acres and is located
34 within the "Agricultural/Rural Residential" (R5) Zoning District and East Milton Planning Area.

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36 The Chair administered the Oath to Interested Persons. Representing the Applicant were Scott

1 Homstead of Krebs & Lansing Consulting Engineers Inc., and Paul Jarvis and Kevin Murdoch of
2 J&M Sand, hereafter referred to as "Applicant(s)."

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4 Staff noted that items 4-5 were both erroneously labeled as item number "1" on page 9 of the Staff
5 Report.

6
7 In response to the following numbered items within the Staff Report:

- 8 1. The Applicant agreed that the Final Subdivision Plat shall be presented on one sheet,
9 showing the entire parent parcel, and include the owners of record of contiguous
10 properties per SR300.2.
- 11 2. The Applicant agreed that the Final Subdivision Plat shall clearly show existing and
12 proposed layout of property lines per SR300.4.
- 13 3. The Applicant agreed that the Final Subdivision Plat shall show Zoning District
14 boundaries for the two zoning districts within which the properties are located.
- 15 4. The Applicant agreed that, if granted, approval of sketch plan shall not constitute
16 approval of a subdivision plat and is merely an authorization for the applicant to file a
17 final plan application.
- 18 5. The Applicant agreed that, within six (6) months of classification by the DRB of the sketch
19 plan as a minor subdivision, the subdivider shall submit an application for approval of a
20 subdivision plat. The application shall contain those items set forth in Section 610 of these
21 regulations, and shall conform to the layout shown on the sketch plan plus any
22 recommendations made by the DRB.

23
24 Hearing no further questions or comments, the Chair closed the Hearing at 7:16 p.m.

25 26 **8. PLANNING STAFF REPORT**

27 Staff shared a brief update of Planning Department and Planning Commission activities. Also
28 discussed were upcoming DRB Hearings and applications that have been submitted.

29 30 **9. OTHER BUSINESS**

31 **9(A). Bylaw Review**

32 TABLED by unanimous consent, until all members are present.

33 34 **10. MINUTES**

35 **10(A). Minutes of July 28, 2016**

36 MOTION by Conley to APPROVE the Minutes of July 28, 2016 as written; SECOND by Brisson.
37 Rutz abstained. Motion APPROVED.

38 39 **11. DELIBERATIVE SESSION**

40 MOTION by Conley to enter Deliberative Session at 7:28 p.m. SECOND by Rutz. Unanimously
41 APPROVED.

42
43 MOTION by Rutz to exit Deliberative Session at 7:52 p.m. SECOND by Conley. Unanimously
44 APPROVED.

45 46 **12. ADJOURNED**

47 MOTION by Rutz to adjourn at 7:52 p.m.; SECOND by Brisson. Unanimously APPROVED.

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

Bruce Jenkins, Chair /kt

Draft filed with the Town Clerk this 13th day of September, 2016.

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