



DEVELOPMENT REVIEW BOARD

Meeting Type:.....**Regular**
Date:.....**Thursday, September 22, 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 7:07 p.m.
3

4 **2. ATTENDANCE**

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

7 **Members Absent:**

8 **Staff Present:** Jeff Castle, Town Planner.

9 **Public Present:** See attached sign-in sheet.
10

11 **3. AGENDA REVIEW**

12 Agenda Items 5 and 6 were postponed by unanimous consent until the end of the meeting.
13

14 **4. PUBLIC FORUM**

15 None.
16

17 **5. ELECTION OF OFFICERS**

18 As noted above in Item 3, this Item was postponed until the end of the meeting. When it was taken
19 up, the following occurred:
20

- 21 • MOTION by Bonges to elect Jenkins as Chair. SECOND by Conley. Unanimously
22 APPROVED.
- 23 • MOTION by Rutz to elect Bonges as Vice-Chair. SECOND by Conley. Unanimously
24 APPROVED.
- 25 • MOTION by Brisson to elect Rutz as Clerk. SECOND by Conley. Unanimously
26 APPROVED.
27

28 **6. OLD HEARINGS/BUSINESS**

29 **6(A). Bylaw Review & Goals**

30 As noted above in Item 3, this Item was postponed until the end of the meeting. When it was
31 taken up, the group briefly reviewed the bylaw and the goals of the Development Review Board
32 (DRB). The Chair indicated that he'd like some wording changed in number 7 of the
33 "Alternates" section of the bylaw. Staff noted the requested changes and will present a revised
34 copy for approval at the DRB's next meeting.
35

36 **7. NEW HEARINGS/BUSINESS**

1 **7(A). Joseph Blondin/Applicant & Joan Blondin/Owner -- Minor Conventional Subdivision**
2 **Sketch Plan - 860 East Road.**

3
4 The Chair read the following summary to open the hearing:
5

6 The applicant, **Joseph Blondin**, requests **Minor Conventional Subdivision Sketch Plan** and
7 **Variance** approval pursuant to the Town's Zoning and Subdivision Regulations. The 33.76 acre lot
8 located within the Agricultural/Rural Residential (R5) Zoning District and East Milton Planning
9 Area is owned by **Joan Blondin** and described as 860 East Road; Tax Map 4, Parcel 31; SPAN 12711.
10 The proposal would divide the property into three lots served by on-site water and wastewater, as
11 well as create a new private road. A variance is requested from the lot width-to-depth ratio
12 requirement.
13

14 Rutz disclosed that she knows the Applicant, as she used to be his teacher. No one in the room had
15 any objections to Rutz's participation.
16

17 The Chair administered the Oath to Interested Persons. Representing the Applicant was Joseph
18 Blondin, hereafter referred to as "applicant(s)."
19

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

- 21 1. The applicant agreed to schedule a site visit prior to the final plan hearing.
- 22 2. The applicant stated there are no encumbered areas on the property (such as easements,
23 covenants, rights of ways, etc.).
- 24 3. The applicant agreed that the Final Plan application shall include a copy of the recorded
25 plat.
- 26 4. The applicant agreed that the Final Plan application shall include the Zoning District on
27 the survey plat.
- 28 5. The applicant agreed to show a private road to be constructed within the proposed
29 private right of way (meeting the private road standards of ZR592 and the Town of
30 Milton Public Works Specifications), and to provide a full road profile with water
31 management.
- 32 6. The applicant agreed to submit, within six (6) months of classification by the DRB of the
33 sketch plan as a minor subdivision, an application for approval of a subdivision plat, and
34 that the application shall contain those items set forth in Section 610 of these regulations,
35 and shall conform to the layout shown on the sketch plan plus any recommendations
36 made by the DRB.
- 37 7. The applicant agreed that the Final plan shall show a dead end in conformance with the
38 Zoning and Public Work Specification Standards.
- 39 8. The applicant agreed that the Final Plan shall include an adequate stormwater drainage
40 plan.
41

42 The Chair had some questions about the variance requested for Lot 1 and the applicant explained
43 that the width-to-depth ratio could not be met for Lot 1, stating that there is an approximately
44 100-foot drop-off between lots which necessitates the design.
45

1 Bonges asked about open space; the applicant advised they are requesting a conventional
2 subdivision that doesn't require open space because any open space would not be accessible
3 without crossing neighboring property.
4

5 The discussion turned to frontage and road requirements. Questions were asked and answered,
6 and previous applications and decisions for this project were discussed. The applicant does not
7 wish to build a private road and stated it would be a "road to nowhere," but also added that if
8 he had to build it, he would.
9

10 After discussion, it was determined that if the private road was extended so that Lot 3 abuts the
11 road for 400 feet, it would create frontage and also solve the width-to-depth ratio issue, negating
12 the need for a Variance.
13

14 Hearing no further questions or comments, the Chair closed the Hearing at 7:34 p.m.
15

16 **8. PLANNING STAFF REPORT**

17 Staff shared a brief update of Planning Department and Planning Commission activities. Also
18 discussed were upcoming DRB Hearings and applications that have been submitted. Finally,
19 Staff addressed a recently received Notice of Appeal of the DRB's Preliminary Plan approval for
20 a Major Conventional Subdivision on East Road. Staff will keep the DRB updated.
21

22 **9. OTHER BUSINESS**

23 None.
24

25 **10. MINUTES**

26 **10(A). Minutes of September 8, 2016**

27 MOTION by Rutz to APPROVE the Minutes of September 8, 2016 as written; SECOND by
28 Brisson. Unanimously APPROVED.
29

30 **11. ADJOURNED**

31 MOTION by Bonges to adjourn at 7:49 p.m.; SECOND by Rutz. Unanimously APPROVED.
32

33 Minutes approved by the Commission this _____ day of _____, 2016.
34
35

36 _____
37 Bruce Jenkins, Chair /kt

38 Draft filed with the Town Clerk this 27th day of September, 2016.
39

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