

Shaftsbury Development Review Board

September 21, 2022

Cole Hall (the Zoom connection was dropped shortly after the meeting began)

1. Call to order

The meeting came to order at 6:03 p.m. Present were board members Mike Day (chair), Tedd Habberfield, and Lon McClintock. Also present was zoning administrator (ZA) Shelly Stiles.

2. Conflict of interest

No one reported a conflict of interest with any item on the agenda.

3. Sign in sheets

Sheets were passed around and completed by John Wright, Eric Williams, and Julie Williams.

4. Approval of minutes

Mr. Habberfield moved to approve the minutes as amended. Mr. McClintock seconded the motion, which passed 3-0-0.

5. Application #22-0072, preliminary and final plat approval, boundary line adjustment, parcels 05 01 38 and 05 01 39, owners Eric and Julia Williams, 86 Bouplon Hollow Road, and James and Anne-Marie Mead, Murphy Hill Road at Bouplon Hollow Road, transfer of 1.5 acres from Mead to Williams; and CONCURRENTLY, Application #22-0073, preliminary and final plat approval, subdivision, parcel 05 01 39, owners James and Anne-Marie Mead, Murphy Hill Road at Bouplon Hollow Road, subdivision of 12.93± acre parcel resulting from boundary line adjustment described above into lot #1, 3.24± acres and lot #2, 9.69± acres.

Mr. Wright presented the project. Although the applications were portrayed on one site plan, the board dealt with each application separately, beginning with the boundary line adjustment.

The board asked the surveyor to monument the existing southeast corner of parcel 05 01 38.

The board went through Subdivision Regulation 5.1 point by point, and found:

- Item "a" is complied with.
- Item "b" will be satisfied by the surveyor's signature on the final plat.
- Item "c" should be addressed: total areas before and after should be shown for both Williams and Mead parcels.
- Item "d" should be further addressed. Well sites should be added.
- Item "e" should be addressed. A beginning point for the metes and bounds description will be added.
- Item "f" is satisfied.
- Item "g" must be addressed. The board asked that new separate forms for each application be created and signed by all applicants. Additionally, a notary public form will be added to the boundary line adjustment application form as notarization is now required by revised section 5.1.

The board went through Subdivision Regulations 5.2 point by point and found that all items were addressed.

The board turned to the subdivision application and went through Subdivision Regulations 6.4 item by item. It found that items 6.4.1-6.4.6, 6.4.9-11, and 6.4.13-17 were satisfied or not applicable. Additional information was requested as follows:

- 6.4.6: the surveyor should change the depictions of the well shield to make it easier to discern them on the plat.
- 6.4.7: "RR80" should be changed to "R80."
- 6.4.8: the surveyor will add existing and proposed culverts to the plat.
- 6.4.12: the surveyor will add the wastewater/potable water permit number when received.

It was noted that proposed lot 1 would not meet the minimum lot width requirement for the zone. The lot line will be moved south about thirteen feet.

Mr. McClintock moved to approve the boundary line adjustment subject to the required changes listed above. Mr. Habberfield seconded the motion, which passed 3-0-0.

Mr. McClintock moved to approve the two-lot subdivision subject to the required changes listed above. Mr. Habberfield seconded the motion, which passed 3-0-0.

Mr. McClintock explained to the Williamses how they will need to secure the help of a lawyer to revise their deed. The ZA will be in touch with Mr. Wright and the Williamses to secure new signatures on new separate applications.

6. Bylaw changes, 3.3.3

The board agreed to pass along to the PC their proposed revisions to bylaw 3.3.2 (along with Mr. McClintock's email describing the rationale for the changes. The ZA will do so.

7. Other business

The October 5 meeting will be cancelled as there is no business to conduct.

The meeting adjourned by acclamation at 7:30 p.m.

Notes by ZA Stiles