

## Shaftsbury Development Review Board

January 17, 2024

In person at Cole Hall and remotely via Zoom

1) Call to order

The meeting came to order at 6:03 p.m. Present were board members Mike Day (chair), Zoe Contros Kearl, Sarah Costin, Tedd Habberfield, and Denny Browe. Also present was zoning administrator 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 completed and returned to the ZA.

4) Application 23-0101, parcel 14 20 48, address 267 Daniels Road, owner Barth and Elizabeth Vander Els: two-lot subdivision.

Surveyor Eamon Mulligan represented the applicant and presented. He explained that the property has been subdivided at least twice before, and that the proposal is therefore a major subdivision. He said his company is also pursuing a state WWT permit. He noted that the septic system serving the existing residence on the property will encroach somewhat on the new 3.5 ± acre lot. An easement will be imposed to ensure the continued use of that system.

The Board went through section 6.4 of the Town's subdivision bylaw, "Preliminary Plat Requirements." The Board asked for the following changes to the plat. (Note from transcriber: If a section is not listed below, no change was requested.)

6.4.1: a title is needed

6.4.2: the deed is referenced in survey note 4. Mr. Mulligan will stamp and sign the plat when approved.

6.4.4: the septic easement will be added. Proposed septic and potable water systems will be shown.

6.5.5: Mr. Mulligan will submit a certificate of service.

6.4.6: drainage ways will be shown.

6.4.7: the zoning district is listed in survey note 3

6.4.8: the proposed driveway will be shown but is subject to curb cut application approval.

6.4.10: contours will be shown.

6.4.12: WWT elements will be shown on the WWT permit document approved by the State.

Other changes to be made are a) add permit # 23-0101, and add the most recent survey date.

Mr. Habberfield moved to close the hearing. Ms. Contros Kearl seconded the motion, which passed 5-0-0. The hearing on the final plat will be held February 21 and will be warned per bylaw 6.7.

5) Other business

Draft permit documents for applications 23-0092, owners Bruce Knapp, Dawn Evans, and Marlene Camp and for application # 23-0094, owner Priscilla Ludwig (and Wolfgang, dec'd) were approved and signed by the board chair.

Ms. Stiles reported she had no business for the regularly scheduled February 7 meeting. All agreed to cancel it.

Mr. Habberfield moved to adjourn the meeting at 6:45 p.m. Mr. Browe seconded the motion, which passed by acclamation.

Note by ZA Stiles