

## Shaftsbury Development Review Board

Shaftsbury Town Hall  
61 Buck Hill Road

May 15<sup>th</sup>, 2013

**Members present:** Megan Donckers (Chair) Chris Ponessi (Vice Chair), Tom Huncharek, David Mance, Mitchell Race, Jay Palmer (alternate), Michael Bidy (alternate)

**Members absent:** None

**Others present:** Tyler Yandow (Zoning Administrator), Debra Daley, Joyce \_ (from Item 6),

### 1. Call to order

Megan Donckers called the meeting to order at 7:00 p.m. and established that a quorum was in place.

### 2. Conflict of Interest

Chris Ponessi declared a conflict of interest with Item 5 on the Agenda. David Mance declared a conflict of interest with Item 6 & 7.

### 3. Sign In Sheets

Sign in sheets were made available to the public attendants.

### 4. Approval of Minutes

#### Minutes of April 17<sup>th</sup>, 2013:

There was discussion of errors in the minutes. There was no recording device available for this meeting.

**David Mance motioned to approve the minutes as amended. Mitchell Race seconded. Motion approved 5-0-0.**

### 5. Preliminary and Final Review for 2 lot minor subdivision. Applicant:

**Tillerman Inc./Thomas and Jane Outwater. Location: Tax map # 18-02-21.2, 555 Lower East Rd. Plan review per Subdivision Regulations § 5.01 and 5.02.**

Chris Ponessi recused himself from the board and Jay Palmer joined the board at this time. The board reviewed the materials provided to explain the subdivision. There was a letter sent to the board about access to the property. Debra Daley explained the access to the property. All requirements were met according to Subdivision Regulations. The board asked for removal of the building on the mylar that no longer exists and other minor changes.

**Mitchell Race motions to continue the meeting for this item on June 5<sup>th</sup>, 2013. David Mance seconded. Motion approved 5-0-0.**

**6. Preliminary and Final Plat review for 3 lot Subdivision per Subdivision Regulations section 5.01. Sage City Syndicate, Tax map# 16-23-25.**

David Mance recused himself from the board. Chris Ponessi and Jay Palmer joined the board. There was discussion of the ditch present and a requirement of a culvert. The requirements were reviewed and met according to Subdivision Regulations.

Joyce \_ from the public asked about the plans for the driveway and the affect it will have on the road. David Mance stated there will be 18” culverts to direct water.

**Chris Ponessi motioned to continue the meeting for this item on June 5<sup>th</sup>, 2013. Tom Huncharek seconded. Motion approved 5-0-0.**

**7. Boundary Line Adjustment per Subdivision Regulations section 5.01. Dick and Allyn Lindsey, and Dale and Megan Snide, 164 VT Rt 67. Tax map # 15-20-26 and 15-20-27.**

David Mance recused himself from the board. The board reviewed the materials provided to explain the boundary line adjustment. The board reviewed the boundary adjustment according to section 5.04. The driveway of the Lindsey property and abutting land owners property will be added to the map. The board verified that all other requirements were met.

**Chris Ponessi motioned to approve the boundary line adjustment with conditions of adding the driveway and abutting land owner's property on the mylar. Tom Huncharek seconded. Motion approved 5-0-0.**

**8. Public Comment**

There was no public comment.

**9. Other Business**

**Rules and Procedure regarding alternates:**

There was discussion of revision in the original document of rules and procedures regarding alternates and how that should be recorded. Tom will send Megan a copy of a proposed changes for this procedure.

**Open Space Subdivision:**

Mitchell asked for clarification on this bylaw and the emails that have been

circulated. Tyler explained that they were looking for suggestions. It was the consensus amongst most not to give suggestions for revision of any bylaws although members agreed to disagree on this matter.

### **10. Adjournment**

**Chris Ponessi motioned to adjourn the meeting at 9:15pm. David Mance seconded. Motion approved unanimously.**

Respectfully submitted,

Megan Wick-Albert  
(Recording Clerk)