

**Town of Waitsfield
DEVELOPMENT REVIEW BOARD
Meeting Minutes
March 24, 2026**

1. CALL TO ORDER: The meeting was called to order at 7:09 pm, and was held in person at the Waitsfield Town Offices and online via Zoom.

DRB Members Present: Chris Cook, Gib Geiger, Rudy Polwin, Jim Tabor
Staff: Zoning Administrator JB Weir
Others: Mark Bannon, Jeff Murawski, Otto Magdanze, Abby Pope

2. REVISIONS TO AGENDA, IF ANY

No changes were made to the agenda.

3. PUBLIC FORUM

Nobody in attendance requested time to comment.

4. Sketch Plan Review by Otto Magdanze and Annie Murawski for a two-lot subdivision of an existing 19.6-acre lot into two lots of 10.3-acres and 9.3-acres. The parcel is identified as #03014.100 and is located in the Agricultural-Residential District.

Mr. Bannon reviewed the subdivision plans, which are to divide the parcel currently occupied by Mr. Magdanze and Ms. Murawski in order to provide a home site for Mr. Murawski and Ms. Pope, with an extension of the existing driveway to serve both lots. Mr. Bannon explained that the house site depicted for the new parcel, in the northwest corner of the lot, was chosen to satisfy Scenic Road requirements and avoid creating impact to the near or broad view of the area from North Road. He also pointed out the wetland area, stream corridor, and existing tree line, explaining that the wetland and stream also impacted the proposed building site.

It was confirmed that the total driveway length as planned is 1400 feet, qualifying the proposal as a Major subdivision, and that a separate, shorter driveway for the new lot would create wetland impacts as well as need to be located directly adjacent to the neighboring house which is surrounded by the parcel being subdivided.

MOTION: *Mr. Geiger moved to designate the application as being for a Major Subdivision. The motion was seconded by Mr. Polwin, and passed unanimously.*

Mr. Weir explained that this requires two hearings, but that a waiver can be requested so that both hearings may be held at the same meeting, noting that this precludes the opportunity for the Board to offer further feedback before considering approval of the application.

The following was noted during further discussion:

- Both lots would have sufficient frontage along North Road
- Topography helped to determine the house site on the new lot, placing it closer to the new lot boundary in order to shorten the driveway would make it more prominent from the scenic roadway
- The new house would not be very visible from Route 100, due to distance and the existing tree line

- Pull-offs for emergency vehicle access have been depicted on the plans
- There is currently no intent to cut the conifer block on the new lot, but this is scrubby wetland and would serve a buffering purpose even if some of the trees die/are removed
- Each parcel will have an individual septic system
- There is a stone foundation on the site, which is partially collapsed. There are currently no plans to do any work on this foundation, but Mr. Magdanze would plan to ensure that any related safety issues are addressed

Mr. Weir recommended that the DRB schedule a site visit to the property. He outlined that the roadway should be staked, the wetlands delineated, and the building envelope for the new lot indicated in preparation for the visit.

Mr. Weir explained that it may be planned to leave the stone foundation in its current condition, and a subdivision amendment applied for in the future if it is determined that changes to the foundation are necessary/desired.

Mr. Weir indicated that a hearing could be scheduled for the May 12 DRB meeting.

5. APPROVAL OF MINUTES

This item was postponed.

6. PZA UPDATE

Mr. Weir outlined the upcoming DRB hearing schedule.

7. ADJOURNMENT – The meeting was adjourned at 7:40 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary