

**Town of Waitsfield
DEVELOPMENT REVIEW BOARD
Meeting Minutes
September 27, 2022**

1. CALL TO ORDER: The meeting was called to order at 7:00 pm, and was held in person at the Waitsfield Town Offices and online via Zoom.

DRB Members Present: Duncan Brines, John Donaldson (Chair), Jonathan Ursprung, Steve McKenzie, Rudy Polwin, James Tabor

Staff: Planning & Zoning Administrator JB Weir

Others: Charley Burbank

2. REVISIONS TO AGENDA, IF ANY

No revisions were made to the agenda.

3. PUBLIC FORUM

Nobody was present for the public forum portion of the meeting.

4. Sketch Plan Review for Subdivision Application by the Estate of Donald. W. Joslyn for a 2-lot subdivision of an existing 79-acre parcel located off Common Rd. Applicant proposes to create two lots of 3-5-acres and 74-76-acres. The property is identified as #04013.000, located in the Agricultural - Residential District.

Mr. Burbank explained the plans for the proposed subdivision; he is seeking to subdivide off one 3-5-acre lot for purposes of sale. He noted that Lot 2 would be retained and used as for a maple sugaring operation and some logging activities. Mr. Burbank acknowledged that he will defer all development on the remainder parcel (lot 2).

Per request by the Board after the February sketch plan hearing, the applicant was asked to have site visits from both a State wetlands ecologist as well as a State wildlife official. Both provided assessments of the proposed new 2-lot subdivision. Each assessment noted the preferred area of development on the proposed lot 1 to avoid or minimize impacts to either jurisdictional wetlands or wildlife habitat (DWA).

The applicant had previously requested one waiver in his initial sketch plan review held on February 8, 2022. Per Table 2.07 (D) for the Agricultural-Residential district, the minimum road frontage for a scenic road is 200 feet. Common Road is designated a scenic road in its entirety. The existing parcel has approximately 197 feet of frontage on Common Road. The Board granted the waiver for the 200-foot minimum road frontage at the February 8, 2022 sketch plan hearing. The Board reaffirmed the waiver grant at this meeting.

Applicant proposes access to the 3-5-acre lot off of Common Road. There would be a 50-foot right-of-way along the driveway in order to reach the remainder parcel.

The Board stresses that all Plan/Plat Mapping Requirements for Final Plat Review set forth in Table 2.2's Subdivision Application Requirements must be satisfied for the proposed 3-5-acre lot on the subdivision plat submitted for Preliminary/Final Plan review.

MOTION: Mr. McKenzie moved that the proposed subdivision be considered a minor subdivision, conditioned upon no construction of a roadway longer than 800 feet. Mr. Tabor provided the second. All voted in favor.

7. APPROVAL OF MINUTES – September 13, 2022.

Mr. Brines moved to approve the minutes and Mr. Ursprung provided the second. The minutes of September 13, 2022, were approved.

8. OTHER BUSINESS

Mr. Weir reviewed the upcoming DRB schedule.

9. DELIBERATIONS

MOTION: Mr. McKenzie moved that the public portion of the meeting be adjourned to move into deliberations. Mr. Brines provided the second. All voted in favor.

10. ADJOURNMENT

The public portion of the meeting was adjourned at 7:51 pm to move into deliberations.

Respectfully submitted,

JB Weir

Planning & Zoning Administrator