

Shaftsbury Development Review Board
August 2, 2017

- 1) The meeting came to order at 7 pm. Present were board members Tom Huncharek (chair) and Michael Biddy, and alternate Jay Palmer. Absent were Michael Day and Chris Ponessi. Also present was zoning administrator Shelly Stiles.
- 2) No conflicts of interest were reported.
- 3) Sign in and testament sheets were shared with the applicant.
- 4) Mr. Huncharek moved to adopt the July 5, 2017 minutes. Mr. Palmer seconded the motion. A misspelling was noted and corrected. The motion passed 3-0-0.
- 5) Application #127-9836: Owners Philip and Julie Hoar, parcel # 02 01 38, 486 Birch Hill Road. Final plat review, two lot major subdivision.
 - Mr. Hoar submitted a certificate of service to all adjoining for the evening's hearing. The board confirmed that all items requested at the July 5 meeting had been provided, with one exception. Since the property line cuts the existing driveway down the middle, the future driveway will not be shared. No maintenance agreement is needed. (The list of those items, found in the July 5 2017 minutes, is incorporated in these minutes by reference.)
 - The Board went through subdivision bylaw 5.6 items 1-9.
 - It asked that Note #5 be struck.
 - Re the driveway: Mr. Hoar said he'd like to discuss its final location with the new owner. If necessary, it can be moved. The board asked the zoning administrator to ask the Highway Foreman to visit the property and issue an opinion to the ZA re the functionality of the driveway.
 - Mr. Huncharek moved to close the hearing on #17-9836. Mr. Biddy seconded the motion, which passed 3-0-0.
 - Mr. Huncharek described to the applicant the process that would follow and its schedule.
- 6) The zoning administrator reported that there were no applications to review for the August 16 meeting. The board agreed to cancel the meeting.
 - Mr. Huncharek moved to enter private deliberative session on #17-9836. Mr. Biddy seconded the motion, which passed 3-0-0.
 - Mr. Huncharek moved to leave deliberative session. Mr. Palmer seconded the motion, which passed 3-0-0.
 - Mr. Huncharek moved to approve the final plat for #17-9836 with the following conditions:
 - Note # 5 be removed.
 - The Town Highway Foreman will visit the site and issue an opinion on the driveway's functionality.
 - Mr. Biddy seconded the motion, which passed 3-0-0.

Mr. Huncharek moved to adjourn at 7:35 pm. Mr. Biddy seconded the motion, which passed 3-0-0.

Notes by ZA Stiles