

Town of Starksboro
DRB meeting minutes
July 16, 2018
Unapproved

Board members present: Marjorie Dickstein, Dan Nugent, Ben Campbell, Jon Fenner, Rob Liotard, Arnell Paquette, Richard Warren

Others present: Rebecca Elder (ZA)

The meeting was called to order at 7:28 p.m.

Dan Nugent started with a summary of the conversation at the previous meeting regarding the decision on the Snelling subdivision application DRB-2018-01-SD. The board discussed the issue, which is regarding the parcel ID used to identify the property in this application. The board might reframe the conversation and could condition the acreage to adequately describe the lot and ensure the final decision reflects the correct parcel. The final mylar will need to show the boundary line adjustment that was incorporated into the subdivision application and that the appropriate amount of acreage exists to support the subdivision request.

The board discussed parcel IDs, how they are assigned, some of the history of how these numbers used to be retired but now there is a different practice in place. Rich pointed out that parcel IDs are based on the tax department's work and this conversation and decision is about land. The board needs to ensure the correct identification of the land. The DRB has never required people come in and verify acreage before decisions were made. The intent of the project is applicable and accurate.

The parcel ID used is one that was merged for tax identification purposes. There are two deeds to property that combined under one parcel ID with the Town. One of the lots owned by the Snellings had a parcel ID that was retired in the late 1990s when the lots were merged for tax purposes. If the boundary line adjustment had been done prior to the application, all the same parties would have been warned of the project (neighbors and abutting landowners).

Jon stated that the Land Use Regulations (Bylaws) use "parcel" and "lot" interchangeably. The deed level is more effective and accurate. Marjorie said she wants to ensure all parties are warned appropriately. The group concurred.

Motion: Ben Campbell made a motion to request that the Board Chair call for final comments. Rich Warren seconded. **Vote:** All in favor

Chair Dan Nugent asked for final comments. Arnell asked to include items that define the parcel more accurately. Rich said the warning issue re: lot identification is important but he also does not want to delay the process with no compelling need.

Motion: Rich made a motion that the Board resolves to concur that all appropriate parties were properly warned of this project. Jon Fenner seconded.

Discussion: Arnell said that the clarification about the deed vs. parcel/lot issue should be addressed for future decisions.

Vote: 5 yes, 2 no

Motion: Arnell Paquette made a motion to approve the Snelling subdivision DRB-2018-01-SD as it was presented with the boundary line adjustment and including conditions on acreage and standard boilerplate conditions including lighting. Rich Warren seconded.

Discussion:

- Rich requested a condition that the survey map reflect at least 15 acres;
- Jon asked to reflect the deed identification not the parcel number;

Vote: All in favor

Motion: Jon made motion that all DRB applications be identified by book and page reference instead of parcel ID. Ben Campbell seconded.

Vote: All in favor

Going forward, the ZA will consider all boundary line adjustments prior to subdivision applications whenever possible to streamline the process.

Approval of minutes from 6/28/18

No changes

Motion: Jon Fenner made a motion to approve the minutes of 6/28/18 as presented. Rob Liotard seconded.

Vote: All in favor.

Motion to adjourn: Jon Fenner moved and Arnell Paquette seconded.

Vote: All in favor

Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Rebecca Elder
Zoning Administrator

Approved: _____

DRAFT