

TOWN OF THETFORD
DEVELOPMENT REVIEW BOARD

MEETING MINUTES
February 13, 2024. HEARING

Act No. 78 (S.222). General provisions; public information; Open Meeting Law; temporary provisions an act relating to authorizing temporary Open Meeting Law procedures in response to COVID-19 This act provides temporary authority for public agencies to hold meetings through electronic means without designating or staffing a physical meeting location. A public agency that uses this temporary authority must use technology that allows the public to directly access the meeting by electronic means and by telephone. A municipal legislative body or school board that uses the temporary authority provided by this act must record its meetings held by electronic means. This act also permits a public body to extend the deadline for the posting of minutes, provided that the public agency has a staffing shortage due to COVID19. Finally, this act permits a public agency to post meeting notices and agendas in electronic locations.
Effective Date: January 18, 2023

Members/Admin Present:

For Agenda #1-Tim Taylor (Chair), Angela McCanna (Vice Chair), Bill Bridge, Orin Pacht, and Kelly Gardner (ZA).

Attendees/Applicants: Jeffrey Vaughan, and David Goodrich (Selectboard DRB Liaison).

For Agenda #2-Tim Taylor (Chair), Angela McCanna (Vice Chair), Bill Bridge, Orin Pacht, and Kelly Gardner (ZA).

Attendees/Applicants: Harry Kinne, Benjamin Kinne, and David Goodrich (Selectboard DRB Liaison).

1). Warned Hearing on Application (ZP24-05) consider by Jeffrey and Wanda Vaughan to amend the 2004 conditional use at Rock Pine Drive. This property is in the rural residential district.

This parcel is located at Rock Pine Drive, East Thetford, VT. This is in the rural residential district. The parcel number is 0US05A.09 and the Tax Map Number: 11-02-54. This parcel consists of 1. 8 acres per town map.

Meeting is called to order by Mr. Taylor at 7:00Pm.

Mr. Jeffrey Vaughan is invited to the table by the Board. Mr. Taylor states that this hearing is to review the decision of May 25, 2004, where a mother-in-law apartment was built and Mr. Taylor notes that the decision in 2004 states they could have the mother-in-law apartment, but it was only to be for her and no one else in the future. This is how the Board left it. Mr. Vaughan states this is correct.

Mr. Taylor points out that now we have something called an ADU and that it is a permitted use, not a conditional use so really what you need from us is a motion to rescind the 2004 conditional use permit.

Mr. Vaughan states that is all he needs. Mr. Taylor asked if anyone on the Board has any questions about this. There are no questions. Mr. Taylor motions to remove the conditional use of 2004.

All in favor 4/0

1) Continuation of Warned Hearing on Application (TSD701) (ZP23-45) Consider by Harry Kinne III for a subdivision on 7814 Route 113, Thetford, VT. This property is in the Village Residential district.

This parcel is located at 7814 Route 113, Village of Post Mills, Town of Thetford, Vt. This is in the village residential district. The parcel number is 0V113D.43 and the tax map number are 01-02-20. This parcel consists of 12.8 acres per town tax map.

This is a continuation of the pre-subdivision informational discussion on October 24, 2023, a hearing dated November 28, 2023, where a continuance was requested, the continuation dated December 12, 2023, and a continuation on January 23, 2024.

Mr. Harry Kinne and Mr. Benjamin Kinne are invited to the table in front of the board. Ms. McCanna asked the Kinnes if it is alright to participate in the hearing as she was unable to attend the previous hearing. Mr. Taylor informs the Kinnes that Ms. McCanna has read the minutes and is up to date on the hearing, but it takes the applicants to approve her attendance. Mr. Harry Kinne agrees to let Ms. McCanna be present as a board member.

Mr. Taylor reviews the updated survey, stating that he does not think much of the signature line, but the location of the house, the 30' wide unrestricted easement and the possible well location look great. Mr. Taylor discusses the Carl Fuller's (Agency of Natural Resources) email and asks if the Board has read the email. Mr. Taylor notes that this email seals the deal for him. Mr. Taylor points out there is a acknowledgement of the wetlands on the survey and a warranty deed that has been drafted with the septic easement on it. Mr. Taylor notes that some surveyors would have put notes referencing a deed on the survey and that this hearing process would have been faster had this taken place.

Mr. Taylor states that the survey looks great, and he has no questions. He asks the Board if they have any questions. None are found.

Mr. Pacht makes a motion to approve the survey.

All in favor 4/0

Mr. Taylor requests that a copy of the wastewater permit needs to be brought in to the Zoning Administrator when completed and the finished plat will be brought in so Mr. Taylor can sign it.

Administrative

1. The discussion of scheduling time with all members of the board to discuss the understanding of the new bylaws. The discussion of section 6.04 referencing wildlife habitats, was noted that this was regarding subdivisions but not entirely. Ms. Gardner's questions are we now looking for wildlife habitats in the same manner that we check wetlands and are we now contacting the wildlife department. Mr. Taylor notes that there are a lot of maps available, including the website. Mr. Pacht talks about the town plan and how this works with the town plan. Mr. Bridge asks who makes the designation of the areas. Mr. Taylor discusses the state mapping sites. Mr. Goodrich (Thetford Selectboard Liaison) discusses this future quorum and it may need to be warned. Mr. Taylor will investigate the procedure for this.

2. Mr. Bridge brought up the wall located on Five Corners Road. Mr. Bridge and Ms. Gardner agreed it is not compliant with the Thetford Zoning Bylaws. A notice of violation will be sent to the landowner. The landowner may appeal and will be given instructions of how to, if desired.


3. December 12, 2023, and January 23, 2024, minutes are approved and signed and the written decision for Macs Way is approved and signed.
4. Bound Zone Bylaws Booklets will not be printed. The Zoning Administrator states it was not in the budget at this time. Mr. Taylor notes that some changes need to be made in the bylaws as well.
5. Mr. Taylor discusses as it is a new year, we need to elect a new chair and a new vice chair. Ms. McCanna states her term expires in 2024. This expiration is in March at the town meeting. Ms. McCanna is to send an email to the Assistant Town Clerk in this matter. Mr. Taylor asked if anyone else would like to be chair. An agreement was made that Mr. Taylor would remain Chair and Ms. McCanna would remain Vice Chair. Official vote to make Mr. Taylor Chair again and Ms. McCanna Vice Chair was made. All in favor 4/0
6. Mr. Taylor asks David Goodrich (Thetford Selectboard Liaison) about perhaps getting on the Selectboard agenda for the new sign bylaws. It is decided that this will happen after the town meeting.
7. There is a discussion about a business that may not have applied for a permit. The Zoning Administrator did not see a permit in the file and has sent a letter enquiring, with an application, to the business owner.

Adjourn- 8:15pm

Please note: Hearings will be called in the order they appear above. If more than one hearing is scheduled and the applicant does not appear, the next applicant should be prepared to begin their hearing.

Respectfully submitted,
Kelly Gardner, Zoning Administrator

Approved on the 5 day of March, 2024.



Timothy Taylor (Chair)