

TOWN OF THETFORD
DEVELOPMENT REVIEW BOARD

MEETING MINUTES
June 11, 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:

Agenda # Angela McCanna (Vice Chair), Bill Bridge, Orin Pacht, Sue Howard, and Kelly Gardner (ZA).

Attendees/Applicants: Steve and Sarah Holzer, David Goodrich (Selectboard DRB Liaison).

For Agenda #1

- 1. Informal Preliminary Plan Review (ZP 24-40 TSD-705) considered by Sarah and Steven Holzer for a subdivision of property located at 52 Old Strong Road, Thetford Center, VT. This property is in the rural residential district.**

7:00 PM:

The Informal Preliminary Plan Review is called to order by Ms. McCanna at 7:02 Pm. This is an informal discussion of a subdivision for tax ID number 0T0078.01 consider by Sarah and Steven Holzer for a subdivision of property located at 52 Old Strong Road, Thetford Center, VT. This property is in the rural residential district. Mr. and Ms. Holzer are invited to the table by Ms. McCanna. Ms. McCanna explains to the Holzer's saying, "this is an informal discussion, and we can answer questions and give you guidance."

Mrs. Holzer's explains they have completed a boundary line agreement to complete conforming lots and while showing the proposed survey she states she is intending in making one lot into two. Mrs. Holzer discusses a boundary line completed earlier and asks if that has been recorded. Ms. Howard states it has been recorded.

Mrs. Holzer shows the board the proposed subdivision and where lot one and two will be. Ms. Holzer says, "a 5.36-acre parcel will become a 2.18 acre and a 3.18 acres parcel." She goes on to show the roads and right of way. Ms. Howard and Mrs. Holzer discuss the town tax maps and how they work and how the acreage is listed in the town.

Ms. McCanna notes where the house and the barn are located at this time and confirms with the Holzer's that the structures are still there. Mr. Holzer also notes that he is working on an ADU. There are also two outbuildings. Mrs. Holzer's states, "the Lawyers are drafting the deeds, and we are waiting for a new septic design as the line is now within 500 feet of our septic." They show where the leach field needs to go. Mr. Pacht confirms where the boundary lines are. Mr. Bridge states you are looking at a simple subdivision of making one parcel into two.

Mr. Pacht states that they would like the right of ways listed on the survey.

Ms. McCanna asks, "why did you want to come tonight just for informal discussion and not apply for that?" Ms. Gardner states to Ms. McCanna, "it is my fault they are here. The zoning guidelines advise everybody that's going to do subdivision, an informal meeting with the board is strongly advised." Mr. Holzer states that he was hoping if missing anything it could be pointed out.

Mr. Pacht stated it would be nice to show the well and have the right of way written out in the notes. He goes on to explain that the neighbors could change and more information on the survey is better. Ms. Howard states, "we would like to see the driveway mentioned in the notes and the well also marked."

Mr. Pacht would like to see where the wastewater is preserved. There is discussion of the ponds and if they are manmade. Ms. McCanna reiterates, "the survey should show the ponds and the driveway." Ms. McCanna says, "are you proposing to build anything else?" Mrs. Holzer says, "not yet."

Mr. Pacht asks about the utility poles. Mr. Holzer shows the board where the poles are located. Mr. Pacht says, "all easements should be shown." Mr. Holzer says, "they tried to keep the septic on the property, but it had to be 500 feet from the neighbors dug well so it did not work."

The board discusses with the few revisions that the survey would look fine, and they will see them for the hearing on the second weekend of July.

Administrative

Minutes from prior hearing are reviewed and edited along with decisions. Discussion is made of some type of sharable document for everyone to use and edit in the future.

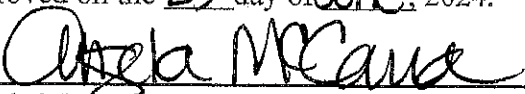
Discussion was made of an appeal of the Zoning Administrators decision for property at 1550 and 1318 Stevens Road. The Board may accept or reject this appeal within 10 days, or a hearing needs to be held within 60 days of the appeal. After reviewing the file briefly, the board states that they would like to continue with the hearing and would also like a site visit.

Adjourn- 8:00 pm

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 25 day of June, 2024.



Angela McCanna (Vice Chair)