

**RICHMOND DEVELOPMENT REVIEW BOARD  
 REGULAR MEETING  
 APPROVED MINUTES FOR APRIL 9, 2014 MEETING**

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Members Present: David Sunshine, Chair; Anne McLaughlin; Stephen Ackerman  
 Members Absent: Vice-Chair, Mike Donohue, Fred Fortune; Marvin Carpenter (DRB Alternate)  
 Others Present: Clare Rock, Town Planner/Staff to the DRB; Ruth Miller, taping for MMCTV  
 Comcast 15; *see attached list*

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Sunshine called the meeting to order at 7:10 PM.

It was brought to the attention of the Board that public notice requirements for at least two of the scheduled Hearings were not fulfilled. Sunshine stated that, in addition, there would be no quorum for the Grapevine (Application #14-020) and Bakerville (Application 14-019) Hearings as he would recuse himself to ensure no conflict of interest. Lastly, representatives for Application 14-015 were not present. Lack of notice may have been in part due to the lack of staff during the transition between the previous and new town planner.

Motion by Sunshine, seconded by McLaughlin to continue to the hearings for Applications 14-015, 14-020, 14-019 to 7 p.m. to April, 30, 2014. Voting: 3 In favor: Sunshine, McLaughlin and Ackerman.

Rock shall follow up with the applicants and ensure appropriate notice is fulfilled for the rescheduled Hearings.

Other Business

Patricia Gilbert – Subdivision Sketch Plan Review: Palmer Road, Richmond

Doug Goulette, consultant for Gilbert, provided an overview of the proposed 4-lot subdivision on a 57 acre property on Hinesburg-Richmond Town Line.

In 1995 the applicant received a 3-lot subdivision approval which created the 57 acre parcel. The property is located within A/R zone. The proposed new house lots were designed to meet the dimensional requirements and lot sizes exceed the minimum requirements. The new house lots will total 47.45 acres and the remaining 9.9 acres will be merged with the applicant’s property which is adjacent to the 57 acre property. A boundary line adjustment approval will be required to the approval of merging the 9.9 acres.

The proposed house lots will have on-site mound wastewater systems, individual drilled wells and shared driveways. The location of the house sites were located in order to take advantage of the views.

The original subdivision is covered by Act 250 permit, the Board asked about whether original Act 250 permit allows for further subdivision. Goulette will research previous subdivision permit.

Wetlands specialist has delineated wetland boundaries and building zones are proposed outside of the wetland buffer (50’). The Board asked the applicant to investigate the presences of deeryards.

Existing logging road exists where driveways are proposed. Lots 1 and 4 will have frontage on Palmer Road, internal lots 2 and 3 do not have frontage and will have easement for accesses which will be via a shared driveway. A discussion followed about requirements for the size of the ROW and town requirements for existing class 4 road as the driveway. The grade of driveways range from 8 to 10 %. Lot 3 is 10 – 12 %. The Board recommends they should not go over 12%.

The Town of Hinesburg is currently maintaining the road and there is a road maintenance agreement in place from original subdivision for the private section of the road. Homeowners are responsible for maintaining the private road.

Upon formal submission of the subdivision application the Board requests: a letter from fire and rescue regarding accessibility, copy of the proposed covenant (which will include the applicants desire to prohibit mobile homes.)

Discussion followed about the procedure of approving the boundary line adjustment. Should the BLA be done separately? Before the submittal of the subdivision plan? Check with Act 250 about if this would be part of the Act 250 review/approval. The applicant and consultant will talk with the Planning & Zoning Office about this procedure.

1 The consultant is considering identifying two building envelopes on lot 2 and 3, or should plan show one  
2 large building envelope to allow the prospective purchaser greater flexibility of house location? I.e. wants  
3 to provide flexibility to purchaser to have house on either side of the driveway.

4 Discussion ended at 7:48 p.m.

5 Decision for 14-011 – discussion about quorum for decision. Sunshine will need to get together board for  
6 deliberation for decision. Clare will coordinate the meeting for before April 25, 2014.

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9 6. ADJOURNMENT

10 At 8:25 PM, Motion by Sunshine seconded by McLaughlin to adjourn the meeting. So voted.

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13 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB