

TOWN OF CHESTER
DEVELOPMENT REVIEW BOARD
DRAFT MINUTES

December 14, 2020

BOARD MEMBERS PRESENT: Carla Westine, at Town Hall via Zoom. Harry Goodell, Robert Greenfield, Gary Coger and Phil Perlah via Zoom teleconference.

STAFF PRESENT: Cathy Hasbrouck, Recording Secretary, at the Town Hall. Jill Barger, Zoning Administrator via Zoom.

CITIZENS PRESENT: Timothy Robertson, Hannah and Russ Monier, Jeff Holden via Zoom teleconference. The name Borja Ruiz de Arbulo appeared on the teleconference screen, but communication was never fully established. Voices could be heard from the session, but video was never opened and no answer was made to Carla Westine's attempt to greet the person.

Call to Order

Carla Westine called the meeting to order at 6:00 PM via Zoom conference. She introduced the members of the Development Review Board and staff. She read the meeting agenda. She said site visits had taken place at 3:45 that afternoon at across from Colburn Road on Route 103 North and at 4:14 PM at 3306 Green Mountain Turnpike. She greeted the citizens attending the meeting.

Agenda Item 1 Review draft minutes from the November 23, 2020 meeting.

Harry Goodell moved to accept the minutes from the November 23, 2020 meeting. Phil Perlah seconded the motion. Carla Westine had 2 corrections: an extra letter t on page 1 and words that described an exhibit were missing on page 3. No other changes were requested. A vote was taken and the minutes were accepted as amended.

Agenda Item 2 Citizen comments.

There were no citizen comments.

Agenda Item 3 Monier Preliminary Plat Review (application # 561)

Carla Westine began by asking the Board members if they had a conflict of interest to report or if they had had any ex-parte communication on this matter. None had. She then swore in Hannah and Russ Monier and Timothy Robertson to give testimony.

The documents submitted into evidence were examined as follows.

The first document was an application for a Sub-division, Preliminary Plat phase. Carla Westine read several items aloud. The location of the property was 791 Trebo Road, the zoning district was R-120 and the parcel number was parcel 29-20-11.100, The total acreage before the subdivision was 79.25 acres, the number of lots was 1. The acreage by lot after the subdivision was Lot 2, 72.61 acres, Lot 3, 3.28 acres and Lot 4, 3.35 acres. The application was signed by then Zoning Administrator Cathy Hasbrouck and Hannah and Russell Monier. Harry Goodell moved to accept the application as Exhibit A. Gary Coger seconded the motion. A vote was taken and the application was accepted as Exhibit A.

The second document submitted was a Notice of Public Hearing before the Development aloud. The property owners and applicant were Hannah and Russell Monier, the location was 791 Trebo Road, the district was Residential 120. The action requested was “Subdivide parcel 29-20-11.100, 79.24 acres, into lot 2 with 72.61 acres, Lot 3 with 3.28 acres and lot 4 of 3.35 acres. A 50-foot right of way from Route 103 North provides access. “The Notice was signed by Zoning Administrator Catherine A. Hasbrouck. Harry Goodell moved to accept the notice as Exhibit B. Gary Coger seconded the motion. A vote was taken and the notice was accepted as Exhibit B.

The third document was a letter dated November 24, 2020 from Russell and Hannah Monier to the Chester Development Review Board, explaining why the Moniers were subdividing their land. Carla Westine read the letter aloud. Harry Goodell moved to accept the plan as Exhibit C. Gary Coger seconded the motion. A vote was taken and the plan was accepted as Exhibit C.

The fourth document was a 9-page document from the State of Vermont Planning and Intermodal Development Division on 5 sheets of paper dated December 2, 2020. The document began with a letter from Brian R. McAvoy to Hannah and Russell Monier, discussing their permit to upgrade an existing highway access to Vermont Route 103 North. Carla Westine read parts of the letter aloud. Harry Goodell moved to accept the letter as Exhibit D. Gary Coger seconded the motion. A vote was taken and the letter was accepted as Exhibit D.

The fifth document presented was a Wastewater System and Potable Water Supply Permit (number WW-2-4545-3) from the State of Vermont for parcel 292011.100. The document was 4 pages on 2 sheets of paper. Carla Westine read the acreage of the lots listed on the permit. They did not exactly match the acreage of the lots shown on the plat. Carla Westine asked Hannah Monier if the application had been made before the survey was complete and if the two smaller lots were simply estimated to be 3 acres each, as shown on the document. Hannah confirmed that the acreage figure on the permit was an estimate, made before the survey was final. Harry Goodell moved to accept the permit as Exhibit E. Gary Coger seconded the motion. A vote was taken and the permit was accepted as Exhibit E.

The sixth document presented was an Innovative/Alternative System Approval for General Use issued by the State of Vermont Department of Environmental Conservation. The document was 4 pages on two sheets of paper. Carla Westine read some items aloud. The approval number was 2004-20-R7. The approval date was September 20, 2019, the expiration date was September 20, 2021. The document confirmed that the Advanced Enviro-Septic and Enviro-Septic wastewater systems could be used as a part of a subsurface wastewater disposal system. Harry Goodell moved to accept the document as Exhibit F. Gary Coger seconded the motion. A vote was taken and the document was accepted as Exhibit F.

The last document was the site plan for Hannah and Russell Monier prepared by Paton Land Surveying. The survey is dated November 11, 2020. Harry Goodell moved to accept the site plan as Exhibit G. Gary Coger seconded the motion. A vote was taken and the site plan was accepted as Exhibit G.

Carla Westine asked the Board members to examine the plat and verify that the requirements listed in Section 4.13.F Required Submissions of the Chester Unified Development Bylaws were met.

F. Required Submissions

1. **Preliminary Plat.** The Preliminary Subdivision Plat shall consist of a pdf copy as well as seven (7) copies of one or more maps or drawings which may be printed or reproduced on paper with all dimensions shown in feet or decimals of a foot, drawn to a scale or not more than one hundred (100) feet or more to the inch, showing or accompanied by information on the following points unless waived by the Development Review Board:

- a. Proposed subdivision name or identifying title and the name of the Town.

These items were found in the lower right corner of the plat. Carla Westine read several items from the title block aloud: Russell and Hannah Monier 791 Trebo Road Chester, VT 05143, and Vermont Route 103 and Trebo Road Chester VT.

- b. Name and address of record owner, subdivider, and designer of Preliminary Plat.

This information was all found in the lower right corner of the plat. Carla Westine read the surveyor's name and address, Paton Land Surveying, P O Box 581 Springfield, VT and noted that the surveyor's stamp was also present in the title block.

- c. Number of acres within the proposed subdivision, location of property lines, existing easements, buildings, water courses, and other essential existing physical features.

Carla Westine found the number of acres in the subdivision in Note 5. She noted pins marking the boundaries of the new lots and the existing and proposed property lines on the plat. She read Note 9 which said easements along Trebo Road were listed in the Chester land records.

Timothy Robertson asked if he could see the plat in question. Recording Secretary Cathy Hasbrouck e-mailed a .pdf of the plat to him.

Carla Westine pointed out the house and barn belonging to the Moniers on the Trebo Road side of the lot.

No brooks or other water courses were shown on the property. Carla Westine asked Hannah Monier if that was correct. She said it was.

- d. The names of owners of record of adjacent acreage.

The names and addresses of fourteen abutters were found on the plat. Carla Westine read the names aloud.

- e. The provisions of the zoning standards applicable to the area to be subdivided and any zoning district boundaries affecting the tract.

Carla Westine read the dimensional standards for the R-120 district which were found in Note 4. She noted that the two new lots were both over 3 acres and that one of the new lots had 277 feet of frontage on Route 103. The second lot had 345.13 feet of frontage on Route 103.

- f. The location and size of any existing sewer and water mains, culverts, and drains on the property to be subdivided.

Carla Westine said she saw a leach field for the Monier's home on the Trebo Road side of the property and proposed sites for leach fields for the two proposed lots on the Route 103 side of the property. She also pointed out a 15" by 4 feet culvert under Route 103 in front of Lot 3 and a proposed 30-foot, 15" diameter culvert parallel to Route 103 where the proposed right of way meets Route 103. Carla Westine noted culverts at intervals crossing Trebo Road.

Timothy Robertson asked if this hearing was the only opportunity he had to lodge an objection to plans being presented for this property. Carla Westine explained that the hearing was only considering the sub-division of land. It did not address any buildings that may be placed on the lots in the future.

Carla Westine continued. She said if a private residence is built on the property, the zoning administrator will check that the plans meet standards such as setbacks and lot coverage and issue a building permit without holding a public hearing. If someone proposes to establish a business on the new lot, a public hearing would be held for a conditional use permit. All the abutters would receive a notice that a conditional use permit had been applied for and that a hearing is being held to consider it. Abutters could object to the proposed business at that hearing.

Timothy Robertson verified that the present hearing was the moment for him to object to the sub-division. Carla Westine said that was true and objections to the sub-division must be based on a failure to meet some provision of the bylaw requirements. She helped Timothy Robertson find the on-line copy of the Chester Unified Development Bylaws and guided him to page 81, where the list of plat requirements is found.

Carla Westine explained that the applicants, Hannah and Russell Monier had already applied to the State of Vermont for a highway access permit along Route 103 and Wastewater System and Potable Water Supply permits for the 2 new lots. Timothy Robertson asked if there would be any notice given before construction of the highway access begins. Carla Westine said no notice would be given to the abutters about that construction. The highway access permit has a great deal of detail on requirements for construction, including not disrupting traffic during construction. Timothy Robertson asked how he could see the highway access permit. Carla Westine said he would need to contact the Zoning Administrator and copies of the documents could be sent to him.

- g.** The width and location of any existing roads within the area to be subdivided and the width, location, grades, and road profiles of all roads or other public ways proposed by the Subdivider.

Carla Westine noted that the proposed shared driveway that will provide access to Route 103 for the two new lots has been approved by VTrans. She noted that there are no proposed roads within the area of the sub-division.

- h.** Contour lines at intervals of five (5) feet of existing grades and of proposed finished grades where change of existing ground elevation will be five (5) feet or more.

Carla Westine asked Hannah and Russell Monier if they planned to change the contour of the land at all. Russell and Hannah said they did not. Carla Westine noted that the contour lines on the plat were at an interval of 20 feet. She asked the Moniers if they wanted to waive the 5-foot interval contour line requirement in favor of 20-foot interval lines. They said that they did. Phil Perlah moved to waive the 5-foot contour line requirement. Harry Goodell seconded the motion. A vote was taken and the 5-foot contour requirement was waived.

- i.** Date, true north point, and scale.

Carla Westine pointed out true north indicated in the upper left corner of the plat and the digital and graphic scale and date in the lower right corner the plat.

- j.** Deed description and map of survey of tract boundary made and certified by a licensed land surveyor tied into established reference points, if available.

Carla Westine said deed descriptions and reference plans are found on the right-hand side under the heading Plan References.

- k.** Location of connection with existing water supply or alternative means of providing water supply to the proposed subdivision.

Carla Westine said the existing well on the Monier's lot was shown and the proposed wells on the proposed lots were drawn in on the plat.

- l.** Location of connection with existing sanitary sewage system or alternative means of treatment and disposal proposed.

Carla Westine said the leach field on the Monier's lot was shown and the proposed lots each showed a site for a septic system on the map.

- m.** Provisions for collecting and discharging storm drainage, in the form of drainage plan.

Carla Westine asked Hannah and Russell Monier if there were any drainage ditches on the property. Russell Monier said there were not. Carla Westine said that because the Moniers had testified that there were no plans to re-grade anything and no drainage ditches in place, the Moniers could request a waiver of the storm drainage plan requirement. Russell Monier made the request. Phil Perlah moved to waive the formal drainage plan requirement. Harry Goodell seconded the motion. A vote was taken and the motion passed. The drainage plan requirement was waived.

- n.** Preliminary designs of any bridges or culverts which may be required.

Carla Westine said she saw no proposed bridges on the plat. She noted the proposed culverts between Route 103 and the 50-foot right of way. She asked the Moniers if any other culverts were proposed. Hannah Monier said there were not.

- o.** The proposed lots with surveyed dimensions, certified by a licensed land surveyor, numbered and showing suggested building locations.

Carla Westine said she could see proposed boundary lines for lots 3 and 4, their acreage and the suggested building locations on the plat.

- p.** The location of temporary markers adequate to enable the Development Review Board to locate readily and appraise the basic layout of the field. Unless an existing road intersection is shown, the distance along a road from one corner of the property to the nearest existing road intersection shall be shown.

Carla Westine said the Moniers had pointed out the boundaries of the lots at the site visit. Phil Perla said the distance to the intersection of Trebo Road with Route 103 was shown in the in the location map which was in the upper right corner of the plat.

- q.** Locations of all parcels of land proposed to be dedicated to public use and the conditions of such dedication.

The Moniers said no parcels are being dedicated to public use.

- r. Names identifying roads and streets; locations of street name signs and description of design of street name signs.

Carla Westine said this was not applicable because no new roads or streets are proposed.

- s. The Preliminary Plat shall be accompanied by:

- 1. A vicinity map drawn at the scale of not over four hundred (400) to the inch to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area. The vicinity map shall show all the area within two thousand (2,000) feet of any property line of the proposed subdivision or any smaller area between the tract and all surrounding existing roads, provided any part of such a road used as part of the perimeter for the vicinity map is at least five hundred (500) feet from any boundary of the proposed subdivision.

Carla Westine pointed out the vicinity map in the upper right corner of the plat.

- 2. A list or verification of the applications for all required State permits applied for by the Sub-divider. Approval of the subdivision application by the Development Review Board may be conditioned upon receipt of these permits.

Carla Westine said the approved highway access permit, the Wastewater System and Potable Water Supply permits and the approval of the waste disposal system had been included in the exhibits.

- t. Endorsement. Every Plat filed with the Town Clerk shall carry the following endorsement:

"Approved by the Development Review Board of the Town of Chester, Vermont as per findings of fact, dated ____ day of _____, ____ subject to all requirements and conditions of said findings.

Signed this ____ day of _____, _____ by

_____, Development Review Board"

Carla Westine pointed out the endorsement block was found at the bottom of the plat to the left of center.

Carla Westine asked if the Board members had any questions. Harry Goodell asked about the 50-foot right of way shown between the two new lots. It was established that the Moniers will own the 50-foot strip of land and that the strip will serve as a driveway and right of way for the two lots.

Bob Greenfield pointed out that Note 4 had a misspelling of the word residential.

Carla Westine asked Timothy Robertson had any further questions and recapped the progress of the project so far. Timothy Robertson said receiving a copy of the plat had been very helpful and he had no further questions. The Moniers had no questions or statements to make.

Phil Perlah moved to close the hearing. Harry Goodell seconded the motion. A vote was taken and the hearing was closed.

Carla Westine said the Development Review Board had 45 days to issue the Findings and Conclusions for the hearing. Copies of the Findings and Conclusions will be sent to the Moniers and Timothy Robertson.

Agenda Item 4 Holden Preliminary Plat Review (application # 560)

Carla Westine began the hearing by asking the members of the Board if they had any conflict of interest to report or had had any ex-parte communication about the boundary line adjustment. Harry Goodell recused himself because he was representing the interest of RDVT properties, at the hearing. RDVT is an abutter to the property. The applicant, Jeff Holden, and Harry Goodell, representing RDVT, were sworn in to give testimony.

She then began accepting the documents offered as exhibits. The first document was a Town of Chester Application for a Sub-Division, assigned number 560. Carla Westine read several items aloud. The applicant name was Jeff Holden. The location of the property was 3055 Green Mountain Turnpike. The zoning district was R40. The total acreage before adjustment was 31.1. The number of lots after division was 3. The acreage for Lot 4 after division was 17.88. The acreage for lot 3 after division was 7.95 and the acreage for lot 5 after division was 5.27. The application was signed by Jeff Holden and Catherine Hasbrouck, Zoning Administrator. Bob Greenfield moved to accept the application as Exhibit A. Phil Perlah seconded the motion. A vote was taken and the application was accepted as Exhibit A.

The second document was a Town of Chester Notice of Public Hearing Before the Development Review Board dated November 13, 2020. Carla Westine read several items aloud. The property owner and applicant were Jeff Holden. The location was 3096 Green Mountain Turnpike, and the district was Residential 40. The action requested was, "Re-subdivide tax parcel 58-50-19.5 and the portion of tax parcel 58-50-19.8 that is on the east side of Green Mountain Turnpike into 3 lots. Lot 3 will be 7.95 acres; Lot 4 will be 17.88 acres and Lot 5 will be 5.27 acres." The notice was signed by Zoning Administrator Catherine Hasbrouck. Bob Greenfield moved to accept the Notice as Exhibit B. Phil Perlah seconded the motion. A vote was taken and the Notice was accepted as Exhibit B.

The third document was a letter from Jeffery C. Holden to the Development Review Board dated December 8, 2020. Carla Westine read the letter aloud. In the letter Jeff Holden explained that they were seeking to sub-divide the portion of his property that was wooded. The two lots could become residences for his two children or may be sold as building lots. He said he did not intend to sub-divide the property further. Robert Greenfield moved to accept the letter as Exhibit C. Phil Perlah seconded the motion. A vote was taken and the letter was accepted as Exhibit C.

The fourth document was a site plan titled Jeffery Holden Real Estate Trust. The site plan was dated September 16, 2020 and revised November 11, 2020. Gary Coger moved to accept the site plan as Exhibit D. Bob Greenfield seconded the motion. A vote was taken and the site plan was accepted as Exhibit D.

Carla Westine asked Jeff Holden if this was a re-configuration of a sub-division. Jeff said the sub-division had been done earlier by his father and step-mother. He was now sub-dividing for his children. Carla Westine proceeded to examine the requirements of Section 4.12.F, Required Submissions.

F. Required Submissions

1. Preliminary Plat. The Preliminary Subdivision Plat shall consist of a pdf copy as well as seven (7) copies of one or more maps or drawings which may be printed or reproduced on paper with all dimensions shown in feet or decimals of a foot, drawn to a scale or not more than one hundred (100) feet or more to the inch, showing or accompanied by information on the following points unless waived by the Development Review Board:

a. Proposed subdivision name or identifying title and the name of the Town.

This was found in the lower right corner of the plat.

b. Name and address of record owner, subdivider, and designer of Preliminary Plat.

This information was found in the lower right corner of the plat. Carla Westine asked that the address 3055 Green Mountain Turnpike be added to the title block.

c. Number of acres within the proposed subdivision, location of property lines, existing easements, buildings, water courses, and other essential existing physical features.

The total acreage of the sub-division, 31.1 acres, was found in the upper left corner of the plat. Carla Westine noted that there were property lines, stone walls and iron pins marking corners of the parcels. She said Note 5 mentions utility easements of record. Jeff Holden said that the small house at the end of the driveway opening onto the Green Mountain Turnpike got its electricity from Cummings Road, and telephone and cable service via an underground line. Phil Perlah noted a brook crossing Lot 4 more or less parallel to Green Mountain Turnpike.

d. The names of owners of record of adjacent acreage.

Carla Westine read the names of four abutters, not including other land belonging to Jeffery Holden Real Estate Trust.

e. The provisions of the zoning standards applicable to the area to be subdivided and any zoning district boundaries affecting the tract.

Carla Westine said the dimensional standards for the R-40 district were found in the lower right quadrant of the map.

f. The location and size of any existing sewer and water mains, culverts, and drains on the property to be subdivided.

Carla Westine pointed out a culvert at the junction of the property and Green Mountain Turnpike. Jeff Holden confirmed that the house on parcel 58-50-20 has a well and septic system. These are not shown on the map. He said that parcel 58-50-29 is not part of the land being re-subdivided.

g. The width and location of any existing roads within the area to be subdivided and the width, location, grades, and road profiles of all roads or other public ways proposed by the Subdivider.

Carla Westine noted there is an existing driveway serving the house on parcel 58-50-20. Jeff Holden confirmed that an extension of the driveway, in the form of a right of way, will serve Lots 3 and 5 and that the land for the right of way is part of Lot 4.

h. Contour lines at intervals of five (5) feet of existing grades and of proposed finished grades where change of existing ground elevation will be five (5) feet or more.

Carla Westine asked Jeff if any grading or filling will need to be done to create the driveway for lots 3 and 5. Jeff Holden said no grading or cuts will be needed. Jeff requested that the 5-foot contour line interval requirement be waived. Phil Perlah moved to waive the 5-foot requirement in favor of a 20-foot interval. Bob Greenfield seconded the request. A vote was taken and the requirement was waived.

- i. Date, true north point, and scale.

Carla Westine pointed out true north indicated in the upper left corner of the plat. Phil Perlah said the scale and date are found in the lower right corner the plat beneath the title block.

- j. Deed description and map of survey of tract boundary made and certified by a licensed land surveyor tied into established reference points, if available.

Carla Westine said deed descriptions and reference plans are found in Notes 1, 2, 3 and 6 in the lower right quadrant of the plat.

- k. Location of connection with existing water supply or alternative means of providing water supply to the proposed subdivision.

Carla Westine asked Jeff Holden if he was going to get wastewater system and potable water supply permits for these lots from the state of Vermont. Jeff said he had applied for a permit and had not yet received an answer from the state. Carla Westine said the wastewater permit number would be needed before the final plat hearing.

- l. Location of connection with existing sanitary sewage system or alternative means of treatment and disposal proposed.

Carla Westine said the potable water supply permit number would be needed before the final plat hearing as well.

- m. Provisions for collecting and discharging storm drainage, in the form of drainage plan.

Carla Westine noted that Jeff Holden had testified that he did not plan to re-grade any of the land for any reason. Jeff Holden requested a waiver for the drainage plan requirement. Phil Perlah moved to waive the formal drainage plan requirement. Bob Greenfield seconded the motion. A vote was taken and the drainage plan requirement was waived.

- n. Preliminary designs of any bridges or culverts which may be required.

Carla Westine said she did not see any proposed bridges. Jeff Holden said he did not expect to add any culverts to support the driveway at this time.

- o. The proposed lots with surveyed dimensions, certified by a licensed land surveyor, numbered and showing suggested building locations.

Carla Westine said she could see dimensions and lot lines and the proposed lot lines. Jeff Holden said he had a general idea where the buildings will go, but he was waiting for the wastewater system and potable water supply permits before he added those to the site plan. Carla Westine said the building locations will be needed for the final plat hearing.

- p. The location of temporary markers adequate to enable the Development Review Board to locate readily and appraise the basic layout of the field. Unless an existing road intersection is shown, the distance along a road from one corner of the property to the nearest existing road intersection shall be shown.

Carla Westine said Jeff Holden had pointed out the boundaries of the lots when the Board members were standing on Green Mountain Turnpike at the site visit. The distance to the intersection of Green Mountain Turnpike and Cummings Road (600 feet) was shown in the lower left quadrant of the plat.

- q. Locations of all parcels of land proposed to be dedicated to public use and the conditions of such dedication.

Jeff Holden said no parcels are being dedicated to public use.

- r. Names identifying roads and streets; locations of street name signs and description of design of street name signs.

Jeff Holden said he hadn't thought of naming the driveway that will serve the 3 lots. It is currently the driveway for 3096 Green Mountain Turnpike. Carla Westine said Jeff Holden should consider how the Fire Department would be dispatched to the new lots. It might be advisable to give the driveway a name.

- s. The Preliminary Plat shall be accompanied by:

3. A vicinity map drawn at the scale of not over four hundred (400) to the inch to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area. The vicinity map shall show all the area within two thousand (2,000) feet of any property line of the proposed subdivision or any smaller area between the tract and all surrounding existing roads, provided any part of such a road used as part of the perimeter for the vicinity map is at least five hundred (500) feet from any boundary of the proposed subdivision.

Carla Westine pointed out the vicinity map in the upper right corner of the plat.

4. A list or verification of the applications for all required State permits applied for by the Sub-divider. Approval of the subdivision application by the Development Review Board may be conditioned upon receipt of these permits.

Carla Westine said she hoped that the permits Jeff Holden had applied for would be received before the final plat hearing.

Bob Greenfield said that Crow Hill Road did not intersect with Cummings Road, as it was shown to do on the location map. The map needed to be corrected to show the name Flamstead Road where Crow Hill Road was shown on the map.

- t. Endorsement. Every Plat filed with the Town Clerk shall carry the following endorsement:

"Approved by the Development Review Board of the Town of Chester, Vermont as per findings of fact, dated ___ day of _____, _____ subject to all requirements and conditions of said findings.

Signed this ___ day of _____, _____ by

_____, Development Review Board”

Carla Westine pointed out the endorsement block found above the mid-line in the right half of the plat.

Carla Westine concluded that most of the requirements of section 4.12 have been met. She noted that permit numbers, the locations of buildings, wastewater system, and potable water supply need to be added. The location map needs to be corrected, the address of the parcel being subdivided needs to be added to the title block and a name for the private driveway road added.

There were no further questions from the Board for the applicant. Jeff Holden had nothing more to add. Harry Goodell had no questions on behalf of RDVT Properties. Phil Perlah moved to close the hearing. Gary Coger seconded the motion. A vote was taken and the hearing was closed.

Agenda Item 5 Deliberative Session to review previous or current matters

At this point the meeting went into deliberative session and was adjourned at the end of it.