

1 **TOWN OF CHESTER**  
2 **DEVELOPMENT REVIEW BOARD**  
3 **DRAFT MINUTES**  
4 *September 25, 2023*  
5

6 **BOARD MEMBERS PRESENT:** Robert Greenfield, Harry Goodell, Scott MacDonald and  
7 Gary Coger all at the Town Hall.

8 **STAFF PRESENT:** Zoning Administrator Preston Bristow and Cathy Hasbrouck, Recording  
9 Secretary, at the Town Hall.

10 **CITIZENS PRESENT:** Douglas Adams and Don Stein at Town Hall. Arthur D. Traylor and  
11 Alexandra Zullo on Zoom.

12 **Call to Order**

13 Chair Bob Greenfield called the meeting to order at 7:30 PM. He led the group in the Pledge of  
14 Allegiance. He introduced the members of the Development Review Board and staff.

15 **Agenda Item 2 Citizen's comments**

16 There were no citizen comments.

17 **Agenda Item 1 Review minutes of the July 24 and September 11, 2023 meetings**

18 Harry Goodell moved to accept the minutes of the July 24 and September 11, 2023 meetings.  
19 Gary Coger seconded the motion. There was no discussion. A vote was taken and the minutes  
20 were accepted as written.

21 **Agenda Item 3 Boundary Adjustment Hearing for Arthur Traylor, 286 Eddy Road. DRB**  
22 **Case #598**

23 Bob Greenfield recused himself from the hearing. Gary Coger took over as Chair. Gary Coger  
24 opened the hearing and asked the board members if they had any conflict of interest to report or  
25 any ex-parte communication with the applicant. None had.

26 These exhibits were entered into evidence:

27 The first document was an application for a Boundary Line Adjustment. Gary Coger read  
28 information from the application. The applicant was Arthur D. Traylor. Land from a parcel  
29 belonging to Zullo was being moved to a parcel belonging to Traylor. Harry Goodell moved to  
30 accept the application as Exhibit A. Scott MacDonald seconded the motion. A vote was taken,  
31 and the application was accepted as Exhibit A.

32 The second document was a Town of Chester Notice of Hearing for Boundary Line Adjustment  
33 from Zoning Administrator Preston Bristow, dated August 31, 2023. Harry Goodell moved to  
34 accept the Notice as Exhibit B. Scott MacDonald seconded the motion. A vote was taken and  
35 the motion passed unanimously.

1 The third document was a portion of the tax map displaying the parcel at 286 Eddy Road and the  
2 100-foot abutting parcels. Harry Goodell moved to accept the tax map as Exhibit C. Scott  
3 MacDonald seconded the motion. A vote was taken and the motion passed unanimously.

4 The fourth document was a 100-foot abutters report, mailed on September 11, 2023. Harry  
5 Goodell moved to accept the list as Exhibit D. Scott MacDonald seconded the motion. A vote  
6 was taken and the motion passed unanimously.

7 The fifth document was a letter from Arthur D. Traylor to Zoning Administrator Preston Bristow  
8 explaining the reason for the Boundary Adjustment dated September 19, 2023. Harry Goodell  
9 moved to accept the letter as Exhibit E. Scott MacDonald seconded the motion.

10 The sixth exhibit was three sizes of the survey map of the boundary adjustment, 8 ½” by 11”,  
11 11” by 17”, and a full-size copy. Harry Goodell proposed to make Exhibit F the full-size copy of  
12 the map which was distributed at the meeting. Gary Coger asked to have all 3 copies of the map  
13 included as Exhibit F. Harry Goodell moved to accept the 3 copies as Exhibit F. Scott  
14 MacDonald seconded the motion. A vote was taken and the 3 maps were accepted as Exhibit F.

15 Gary Coger then swore in Arthur Daniel Traylor, Alexandra Zullo, Douglas Adams, and Don  
16 Stein to give testimony. Gary invited Dan Traylor to explain the goal or reasons for the  
17 Boundary Line Adjustment. Dan Traylor said the goal or intent of the adjustment was to  
18 preserve the property for future generations of his family. He said he and his wife had tried to  
19 purchase a home for his family that would last many generations. Since his neighbors, Alex and  
20 Bob Zullo, did not have a use for the parcel next to the Traylor property, Dan Traylor bought it  
21 to prevent any development on the parcel.

22 Gary Coger then turned to Section 4.13 of the Chester Unified Development Bylaws to look at  
23 the standards to be met for a Boundary Adjustment. He read the 7 standards to be met aloud:

- 24 1. **It meets the definition of a Boundary Line Adjustment;**
- 25 2. **It does not create any new lot as a result of the adjustment;** Gary said it was clear  
26 there was no new parcel being created.
- 27 3. **The Plan must show the requirements of Section 4.12(F) of these Bylaws;** Gary  
28 said those standards would be addressed next.
- 29 4. **It does not substantially change the nature of any previous subdivision;** Gary and  
30 another Board member agreed this was true.
- 31 5. **It will not adversely impact access to any parcel;** Gary and other Board members  
32 agreed that this is true.
- 33 6. **It will not result in the development on any portion of a parcel that has been**  
34 **designated as open space as the result of a prior municipal permit or approval,**  
35 **or allow for the acreage of any open space parcel to be applied to the maximum**  
36 **density or minimum lot size for another parcel; and,**
- 37 7. **It will not create any nonconformities.** Gary and other Board members agreed that no  
38 nonconformities were created.

39

40 Gary Coger moved to Section 4.12(F) Required Submissions. He began with 1.a.

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

- 7 a. Proposed subdivision name or identifying title and the name of the Town.  
8 b. Name and address of record owner, subdivider, and designer of  
9 Preliminary Plat.

10 The Board members found the address of the record owner, subdivider and the  
11 designer of the Preliminary Plat. The Board agreed that all those items were  
12 present.

- 13 c. Number of acres within the proposed subdivision, location of property  
14 lines, existing easements, buildings, water courses, and other essential  
15 existing physical features. Harry Goodell located 22.97 acres, the acreage of  
16 the Traylor lot after the Boundary Adjustment. Gary Coger cited property lines  
17 visible. Harry Goodell said an easement was brought up at the site visit. The  
18 Traylor's have an easement to access their property from Eddy Road over the  
19 Semones property. Dan Traylor confirmed that was true and Harry Goodell asked  
20 to have the easement added to the survey.

21 Gary Coger and Harry Goodell noted that the Traylor house was not shown on the  
22 survey and asked to have it added. Gary asked if the Zullo house needs to be  
23 added and Harry Goodell said it did not because that part of the map was not  
24 changing. Don Stein said the portion of land where the Traylor house is located  
25 was not portrayed on the survey. Harry Goodell said the Traylor house, well and  
26 septic system should be included on the map, as well at the location of the  
27 driveway easement.

28 Gary Coger asked if there were any streams or brooks on the property. Dan  
29 Traylor said there was runoff from the Semones property above, but there were no  
30 streams or brooks on the property.

31 Scott MacDonald asked to confirm that the house location, well and septic were  
32 only needed for the Traylor property. Harry Goodell said his original thought was  
33 that it was only needed for the Traylor property, but it might as well be done for  
34 the Zullo property too.

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

36 Gary Coger saw the abutter's names and tax map parcel numbers in the upper left  
37 corner of the survey.

- 38 e. The provisions of the zoning standards applicable to the area to be  
39 subdivided and any zoning district boundaries affecting the tract. This  
40 information was in the lower left quadrant of the survey.

- 1 f. The location and size of any existing sewer and water mains, culverts,  
2 and drains on the property to be subdivided.  
3 Harry Goodell said this standard is not applicable.
- 4 g. The width and location of any existing roads within the area to be  
5 subdivided and the width, location, grades, and road profiles of all roads  
6 or other public ways proposed by the Subdivider.  
7 Harry Goodell said this standard is not applicable.
- 8 h. Contour lines at intervals of five (5) feet of existing grades and of  
9 proposed finished grades where change of existing ground elevation will  
10 be five (5) feet or more.  
11 Harry Goodell suggested this requirement be waived. The waiver was approved.
- 12 i. Date, true north point, and scale.  
13 Gary Coger said those items were in the center of the survey.
- 14 j. Deed description and map of survey of tract boundary made and certified  
15 by a licensed land surveyor tied into established reference points, if  
16 available.  
17 Harry Goodell said this standard is not applicable.
- 18 k. Location of connection with existing water supply or alternative means of  
19 providing water supply to the proposed subdivision.  
20 Harry Goodell said this standard is not applicable.
- 21 l. Location of connection with existing sanitary sewage system or  
22 alternative means of treatment and disposal proposed.  
23 Harry Goodell said this standard is not applicable.
- 24 m. Provisions for collecting and discharging storm drainage, in the form of  
25 drainage plan.  
26 Harry Goodell suggested a waiver for this requirement. The waiver was  
27 approved.
- 28 n. Preliminary designs of any bridges or culverts which may be required.  
29 Harry Goodell said this standard is not applicable.
- 30 o. The proposed lots with surveyed dimensions, certified by a licensed land  
31 surveyor, numbered and showing suggested building locations.  
32 Harry Goodell said this standard is not applicable.
- 33 p. The location of temporary markers adequate to enable the Development  
34 Review Board to locate readily and appraise the basic layout of the field.  
35 Unless an existing road intersection is shown, the distance along a road  
36 from one corner of the property to the nearest existing road intersection  
37 shall be shown.

1 Harry Goodell said this standard is not applicable and Gary Coger agreed.

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

4 Gary Coger asked Dan Traylor if any lands were dedicated to public use. Dan  
5 said there were none.

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

8 Harry Goodell said the roads were on the survey.

- 9 s. **The Preliminary Plat shall be accompanied by:**

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

18 Harry Goodell noted the location map was in the upper left quadrant of the  
19 survey. Don Stein said the scale of the map was 1 inch equals 300 feet.

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

24 Gary and Harry felt this requirement was not relevant to this boundary line  
25 adjustment.

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

28  
29 **"Approved by the Development Review Board of the Town of Chester,**  
30 **Vermont as per findings of fact, dated \_\_\_\_day of \_\_\_\_\_, \_\_\_\_ subject to all**  
31 **requirements and conditions of said findings.**

32 **Signed this \_\_\_\_day of \_\_\_\_\_, \_\_\_\_\_ by**

33 \_\_\_\_\_

34 \_\_\_\_\_, **Development Review Board"**

35 Harry Goodell and Preston Bristow explained that Don Stein would make the changes requested  
36 to the survey and Preston would review them. When the changes were complete, Don would  
37 produce the mylar and Preston would get the DRB members to sign it.

1 Dan Traylor asked if he could get a print of the survey after the changes were made. Don Stein  
2 said he would receive a copy.

3 Gary Coger asked if anyone had any more questions. Harry Goodell moved to close the hearing.  
4 Scott MacDonald seconded the motion. A vote was taken, and the hearing was closed.

5 Don Stein asked about the location of the septic system. Dan Traylor said he would show Don  
6 where the D-box was.

7 Harry Goodell asked about the parcel between Potash Brook Road and the stream to the east of  
8 it. He wanted to know how big it was. Doug Adam's answer was inaudible.

9 Harry Goodell moved to enter Deliberative Session at 7:57 PM. Scott MacDonald seconded the  
10 motion. A vote was taken, and the board entered Deliberative Session. They returned from  
11 Deliberative Session at 8:30. The meeting was then adjourned.