###### Minutes

Grafton Development Review Board

Tuesday, November 15, 2022, at 4:30 PM upstairs in Tow Hall and on Microsoft Teams

DRB Member Present: Chair Christopher R. Wallace, John Gregory, John Plummer, Steve Fisher sand (alternate) Joe Pollio (for Eric Stevens)

Also present were Applicant Scott Jensen, abutters Cathy Siano Goodwin and Kirk Goodwin, and Administrative Officer Bill Kearns.

The Chair called the meeting to order at 4:30 pm. He stated the only order of business is the public hearing on the application of Scott and Tina Jensen for a minor subdivision. The Chair declared a quorum of the DRB was present and opened the Public Hearing @ 4:30 pm with the reading of the Notice: “A request by Scott and Tina Jensen and Dale Wyman for the classification as a minor subdivision and for subdivision approval to subdivide the 36.35+ acres in Parcel No. 009060 into 2 parcels: Lot 1 consisting of 23.35+ acres, Lot 2 consisting of 13+ acres, located at 557 Parker Hill Road, Grafton, VT.” He further stated the address of Lot 2, if created, will be 696 Parker Hill Road.

The Chair then administered the oath to all who were to testify, namely Scott Jensen, Cathy Siano-Goodwin, Kirk Goodwin and Administrative Officer, Bill Kearns.

The Chair then called on Bill Kearns, Administrative Officer, who testified:

* Notice published in Grafton News – November 2022 edition and posted and mailed to abutters on October 20, 2022.
* Dale Wyman joins Scott and Tina Jensen, applicants, in this request. The Jensens are purchasing Lot 2 from Dale Wyman.
* Subdivision Regulations allow for one hearing if the matter is a minor subdivision. As this is a two-lot subdivision, it is a minor subdivision. The access to the to be created Lot 2 is directly off Parker Hill Rd. and needs no Right of Way to access this parcel off the Town public highway.
* Application states the proposed use is for a single-family residence, owners’ primary residence.
* Drawing is, in the opinion of the AO, adequate for this hearing. A formal survey drawing and mylar will be produced at a later date.

Applicant:

* He and his wife Tina are buying this parcel from Dale Wyman who is his brother-in-law.
* Drawing showing Lots 1 and 2, Pins are not set. They will be placed before the plat is finalized and recorded.
* The actual survey will have the name of the subdivision and location of the Lots properly set forth and show where pins will be set. All corners will be properly set and marked.
* Driveway access is direct from Parker Hill Rd.
* Single family home, primary residence of owner. The house will be less than 200 sq. ft. with a walkout. At some later date there might be an attached garage.

The Chair asked if the abutters had any questions of the applicant or the Administrative Officer. Cathy Siano-Goodwin asked for a better description of the location, she was provided with a plat, which the Applicant went over with her, show her details as she requested, for instance the entry driveway location. Cathy commented that the house would not be visible from their parcel, and Scott commented that the location for the house was picked with that in mind. There were no more comments or questions.

At this point Joe Pollio moved, second John Gregory, to find that based on the facts presented this is a minor subdivision. Motion passed unanimously.

The Chair closed the hearing at 4:40 pm.

The members of the DRB went into Deliberative Session to decide on Findings of Fact and Adopt a Decision in this matter.

Findings of Fact:

Motion by John Gregory, second Joe Pollio to make the following findings.

1. Notice of the hearing of November 15, 2022, was published in the November 2022 edition of the Grafton News, posted on the bulletin boards and on the property as required on October 20, 2022, and sent to the abutters on that same date.
2. All interested persons were given the opportunity to testify. Those testifying were Applicant Scott Jensen, abutter Cathy Siano-Goodwin, and Administrative Officer Bill Kearns.
3. Scott Jensen presented the rough drawn Plat which shows 36.35+/- acres being divided into two Parcels: Lot 1 consisting of 23.35+ acres, and Lot 2 consisting of 13+ acres.
4. The pins shown on the Plat have not been placed but would be placed once the Plat and subdivision as proposed were approved.
5. The applicants propose to use the newly created lot for their owner-occupied single-family residence.
6. This subdivision was, by motion of the Board, declared to be a Minor Subdivision.
7. The Plat presented met all the criteria required of a Plat of a minor subdivision.

Motion Passed unanimously.

Decision of the Development Review Board:

Motion by Joe Pollio, second John Gregory as follows: The request by Scott and Tina Jensen and Dale Wyman for the classification as a minor subdivision and for subdivision approval to subdivide the 36.35+ acres in Parcel No. 009060 into 2 parcels: Lot 1 consisting of 23.35+ acres, Lot 2 consisting of 13+ acres, located at 557 Parker Hill Road, Grafton, VT. is approved subject to the following conditions:

1. All pins shall be set as depicted on the Plat before the Plat is recorded; and
2. The applicant at its expense shall cause a mylar of the Plat, properly executed by the Chair of the Development Review Board to be filed in the public records of the Town of Grafton within one hundred and eighty (180) days of the date of final plan approval, that is, from the date of this decision, or the approval expires.

Other Business. There was none.

Adjournment. There being no other business, on motion by Steve Fisher, Second John Gregory to adjourn, which passed unanimously, the Meeting was adjourned at 4:47 pm.

Respectfully submitted,

William G. Kearns, Administrative Officer.