

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE DEVELOPMENT REVIEW BOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE  
DEVELOPMENT REVIEW BOARD  
MINUTES OF MEETING  
April 19, 2023**

**MEMBERS PRESENT:** Mark Sammut (Chair); Allyson Myers, Bob Glover, David Hillman, Mike Major, Anne Bentley. (Steve Kredell was absent.)  
**STAFF PRESENT:** Kit Luster, DRB Coordinator.  
**OTHERS PRESENT:** Keller McKenzie, Scott Homsted, Jerry Guilmette, Media Factory.

**AGENDA:**

1. Call to Order and Agenda
2. Public Comment
3. Minutes (4/5/23)
4. Applications:
  - Amendment, Final Plan, Boundary Line Adjustment, 0 Scott Farm Road/2156 Route 116, Chittenden & Venner/Milne Golf Too, LLC (SUB04-10R3)
5. Annual Reorganization/Election of Officers
6. Other Business
7. Adjournment

---

**1. CALL TO ORDER and AGENDA**

Chair, Mark Sammut, called the meeting to order at 7 PM.

**2. PUBLIC COMMENTS**

None.

**3. MINUTES**

*April 5, 2023*

**MOTION** by Allyson Myers, **SECOND** by Bob Glover, to approve the minutes of 4/5/23 as presented. **VOTING:** 4 ayes, two abstentions (Mike Major, Anne Bentley); motion carried.

**4. APPLICATIONS**

**SUB04-10R3: Amendment to the Final Plan for a .48-acre boundary line adjustment from 0 Scott Farm Road (Lot 2 of the Jay Desautels subdivision) to 2156 Route 116 in the Rural District by R. Chittenden & M. Venner and Milne Golf Too, LLC**

Scott Homsted with Krebs and Lansing Engineers appeared on behalf of the application.

**STAFF REPORT**

The DRB received a written staff report on the application, dated 4/19/23. Kit Luster reported the original subdivision was approved in 2018 and a condition of approval was

included relative to amendment to the PUD which requires DRB review. The boundary line adjustment is an amendment to the PUD.

#### APPLICANT COMMENTS

Scott Homsted explained there are small pieces of land with a tee box and cart path being transferred to Milne Golf (a/k/a Rocky Ridge Golf Course) so users of the golf course will be on the golf course property.

#### PUBLIC COMMENT

None.

#### DELIBERATION/DECISION

Amendment, Final Plan, Boundary Line Adjustment, 0 Scott Farm Road/2156 Route 116, Venner and Milne Golf Too, LLC (SUB04-10R3)

**MOTION by Mark Sammut, SECOND by Mike Major, to finalize the record, close the hearing, and direct staff to prepare a decision for SUB04-10R3, amendment to the Final Plan for a .48-acre boundary line adjustment from 0 Scott Farm Road to 2156 Route 116 by R. Chittenden & M. Venner and Milne Golf Too, LLC, with the following conditions:**

- 1. All legal documents stipulated in the Final Plan approval of SUB04-10R1 and the legal documents that require revision in the approval of the PUD Amendment application SUB04-10R3 must be recorded in the Shelburne Land Records within 180 days of the signed approval.**
- 2. A mylar depicting the updated plat proposed in the application SUB04-10R3 must be recorded within 180 days of the DRB approval.**
- 3. Conditions not addressed in the application are not altered by this decision.**

**VOTING: unanimous (6-0); motion carried.**

#### 5. ANNUAL REORGANIZATION/ELECTION OF OFFICERS

Staff facilitated the election of Chair, Vice Chair, and Clerk of the Shelburne Development Review Board (DRB).

##### *Chair*

**MOTION by Bob Glover, SECOND by Mike Major, to nominate Mark Sammut as Chair of the Shelburne DRB.** There were no other nominations. **VOTING: unanimous; motion carried.**

Mark Sammut is Chair of the Shelburne DRB.

##### *Vice Chair*

**MOTION** by Anne Bentley, **SECOND** by Bob Glover, to nominate Allyson Myers as **Vice Chair of the Shelburne DRB**. There were no other nominations. **VOTING: unanimous; motion carried.**

Allyson Myers is Vice Chair of the Shelburne DRB.

*Clerk*

**MOTION** by Mark Sammut, **SECOND** by Mike Major, to nominate Bob Glover as **Clerk of the Shelburne DRB**. There were no other nominations. **VOTING: unanimous; motion carried.**

Bob Glover is Clerk of the Shelburne DRB.

## **6. OTHER BUSINESS**

*DRB Meeting Schedule*

No meetings on 5/3/23 or 5/17/23 due to lack of applications. The DRB may meet on 5/24/23 to hear a report on the progress of the bylaw rewrite by the Planning Commission.

*Administrative Approval(s)*

The DRB noted the following administrative approval(s):

- BLA23-02, Boundary Line Adjustment, Champlain Housing Trust, 3229 Shelburne Road, to Atlas Gunworks, 135 Northside Drive

## **7. ADJOURNMENT**

**MOTION** by Allyson Myers, **SECOND** by Mike Major, to adjourn the meeting. **VOTING: unanimous (6-0); motion carried.**

The meeting was adjourned at 7:17 PM.

*RScty by tape: MERiordan*