

DRAFT MINUTES
TOWN OF MARLBORO ~ DEVELOPMENT REVIEW BOARD MEETING
Tuesday, May 20, 2025, 7:00 PM

Permit #25-05 LD

Permit #25-06 LD

Attending:

DRB:

Steven John, Chair
Jean Boardman, Vice Chair
Brent Seabrook, Clerk
Gail MacArthur, Member
Eva Grimaldi, Member (*Zoom*)
John Marinelli, Scribe

Applicants:

Brian Whitehouse (*Zoom*)
Matthew Tell

Zoning Administration:

Mary Sargent, Zoning Administrator

Abutters & Interested Parties:

Paul Stello, Abutter
Carol Ann Johnson, President to the Board of
the Marlboro Volunteer Fire Co.
Evan Wyse, Representative of the Marlboro Fire
Co. & Assistant town Clerk

Call to Order:

The meeting was called to order at 7:07 PM.

Four (4) of five (5) DRB Members were present in person at the Marlboro Town Office. Eva Grimaldi attended via *Zoom*.

Applicant Brian Whitehouse, and Abutter Paul Stello were sworn in at 7:09 PM. Brian attended via *Zoom*. Representative Carol Ann arrived late and was sworn in at 7:10 PM.

Permit Application #25-05 LD

Applicants: Brian & Suzanne Whitehouse, PO Box 346, Marlboro, VT 05344-0346;

Location: South Road, Marlboro, VT; Tax Map # 11-02-02 & 11-02-03;

Proposal: Boundary Line Adjustment; Shift 0.33 acres from Parcel 11-02-02 to Parcel 11-02-03.

The hearing for Permit Application #25-05 LD was convened at 7:09 PM.

Applicant Brian Whitehouse explained the details of the proposal to adjust the property line between his parcel and the Fire Department's. Carol Ann Johnson added that the Department had been unknowingly parking their vehicles on Brian's land because the property lines had not been well marked. Brian's proposed transfer of land would provide the Fire Department additional land for expanded parking and should enhance safety. Brian & Carol Ann also confirmed the easement would be maintained by the Fire Department.

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Gail MacArthur asked who conducted the Land Survey for the Department. Carol Ann Johnson said it was conducted by Brad Lackey.

Abutter Paul Stello shared a concern with the proposal that the property line on the Tax Map is incorrectly displayed. Paul Stello was also concerned that the fill on the south-facing side may not actually be crossing Brian Whitehouse's property, and so there would be no need for the Fire Department to own the southern panhandle.

Mary Sargent clarifies that the lines on the Town View map do not always reflect the exact boundary lines because they are flat overlays. Mary Sargent also clarifies that the provided materials were preliminary surveys.

Steven John clarified that the board has no authority to settle a dispute on the purpose of the adjustment because the hearing is only to discuss the current Permit proposal between the two agreeing parties. Steven John recognized the concerns of Abutter Paul Stello and urged the three parties to discuss the matter outside of the hearing.

Brian Whitehouse clarified that the Fire Department had overshot their easement and the fill was spilling across the original boundary. The purpose of the panhandle in this proposed Boundary Line Adjustment was to correct for that and to give that land to the Fire Department.

Steven John asked Mary Sargent if they would be creating a lot that is non-buildable. Mary Sargent and Evan Wyse answered that the parcel would be in the Village Zone and would only need to be ¼ acre, with 50 ft of road frontage, and setback of 50 ft in order to be compliant. Mary Sargent confirmed that the proposal would not create a non-compliant lot.

Steven John asked whether or not there was a survey suitable for recording, and Carol Ann Johnson & Evan Wyse confirmed that the survey provided was a preliminary survey and would be sufficient for recording when they received the final copy.

Brent Seabrook asked Paul Stello and Brian Whitehouse if the preliminary survey was clear enough and displayed the property lines accurately. Paul and Brian confirmed that it does.

Steven John asked if Brian Whitehouse had any further comments. Brian said he appreciates and acknowledges Paul Stello's statements, and said the proposed agreement was deemed to be the cleanest and best path forward to clarify the property line. Brian is happy to discuss a separate agreement with Paul Stello to satisfy his concerns. Steven John asked if Brian and Paul Stello have any other concerns to disputes on their shared property lines, and neither did.

Jean Boardman motioned to approve Permit Application #25-05 LD as proposed for the Boundary Line Adjustment to shift 0.33 acres from Parcel 11-02-02 to Parcel 11-02-03. Seconded by Gail MacArthur. No further discussion. The motion passes unanimously with no conditions.

The Hearing was concluded at 7:52 PM.

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Permit Application #25-06 CU

Applicants: Matthew & Lucy Tell, PO Box 232, Marlboro, VT 05344-0232;

Location: 168 Potters Hill, Marlboro, VT; Tax Map # 04-00-16.3;

Proposal: Conditional Use; Accessory Structure (garage/storage shed) located within Wildlife Habitat Overlay District.

The hearing for Permit Application #25-06 CU was convened at 7:54 PM.

Applicant Matthew Tell was sworn in at 7:54 PM.

Matthew Tell described the proposal was to build a garage within a Wildlife Habitat Overlay District. Steven John asked if the door was on the south or north side, and Matthew clarified it was on the north side, despite the original Permit Application saying it was the south. Matthew Tell adjusted the Permit Application to say north.

Mary Sargent included she could not approve the permit on her own as it was in the Wildlife Habitat Overlay District. Mary also clarified that since the Conservation Report had approved the building, the Development Review Board could not stipulate any building requirements. Steven John noted, however, that the Board could remind the Applicant about any conservation regulations.

Gail MacArthur moved to approve Permit Application #25-06 CU as proposed for a Conditional Use to build an Accessory Structure (garage/storage shed) located within Wildlife Habitat Overlay District. Jean Boardman seconded. No further discussion. The motion passed unanimously with no conditions.

The hearing concluded at 8:07 PM.

REVIEW AND APPROVAL OF MINUTES OF PRIOR HEARINGS

Moved by Eva Grimaldi, seconded by Brent Seabrook, the Draft minutes of April 15th, 2024, were approved with no corrections or revisions. The motion passed unanimously.

Moved by Brent Seabrook, seconded by Gail MacArthur, the meeting adjourned at 8:13PM.

Respectfully Submitted, 29 May 2025, John Marinelli, Scribe