

**Monkton Development Review Board**  
**Meeting Minutes**  
**Monkton Town Hall & via Zoom**  
**April 22nd, 2024**  
(Approved: TBD)

**Attendance:**

DRB Members Present: Curtis Layn, Jaime Schulte, Stephen Pilcher, Philip Russell

DRB Members Absent: Scott Gordon, Mark Boltz-Robinson, Chris Acker, Vicky Stern  
(alternate)

Others in Attendance: Steven True (Zoning Administrator), Jeramy Broderick, Thomas Steadman, Michael Brennan.

The meeting was called to order at 7:35pm by C. Layn.

**Regular Business**

- Review Agenda - no changes made
- Review of meeting minutes
  - The board did not meet in March or early April, due to lack of business to conduct.
  - **S. Pilcher moved the minutes of February 12th, 2024 as written. J. Schulte seconded.** There was no further discussion. **All were in favor (4-0-0).**
  - **S. Pilcher moved the minutes of February 26th, 2024 as amended. J. Schulte seconded.** Corrected two typos. **All were in favor (4-0-0).**
- Questions and Comments from the Public Not Related to Agenda - none offered
- Zoning Administrator Update - postponed until later in the meeting.

**New Business**

- 1. Sketch Plan Review of Application 24-902: 5-Lot Planned Unit Development, Jeramy C. Broderick, 4863 Silver Street, Parcel ID# 13.101.038.001**
  - a. Reviewed the plat showing the proposed PUD. Determined that we need more information from the Planning Commission on whether the existing parcel boundary between the two adjacent lots under the same ownership can be dissolved and new parcels created from the entirety of both lots in a way that conforms to the PUD regulations. S. True will consult with the Planning Commission at their next meeting and we will revisit the Sketch Plan in two weeks.
  
- 2. Sketch Plan Review of Application 24-401: 2-Lot Subdivision, Thomas & Christine Steadman, 4588 Monkton Road, Parcel ID #07.101.197.001**
  - a. Reviewed the proposed plat, splitting off about 9.29 acres from the existing 14.47. The project would be as a Minor Subdivision, although the process of

Preliminary and Final is the same. J. Schulte reviewed the parcel against the new Natural Resource Inventory maps from Arrowwood. There is a possible wet field on the map in the back part of the parcel, adjacent to the pond. T. Steadman confirmed it is an old wet field. There is also a larger connectivity zone between nearby forest blocks that crosses the parcel and others to the north. There are no zoning regulations related to the connectivity at this time although J. Schulte would like to see fragmentation of the zone minimized as part of this project. No other concerns noted for the Sketch Plan. Reviewed the Preliminary Plat checklist to see if there are any missing pieces and gave some related feedback to T. Steadman regarding Preliminary.

### **Other Business**

- Phil Russell let us know he is stepping down from the Board.
  - He indicated that Michael Brennan, who is in attendance and observing the meeting tonight, is interested in replacing him. S. Pilcher clarified that the Selectboard's process is to advertise open positions to the community. Interested candidates then make their interest known to the Selectboard, which meets with the candidates and then appoints one of them to the open seat.
  - P. Russell indicated that the board has been having difficulty reaching quorum at times, including tonight, so he would like to remain in the position until the Selectboard appoints his replacement.
  - The board discussed P. Russell's long service on the DRB and expressed its appreciation.

### **Adjournment**

P. Russell moved to adjourn the meeting at 9:44pm. So Voted (4-0-0).