

**Monkton Development Review Board**  
**Meeting Minutes**  
**Monkton Town Hall & via Zoom**  
**August 12th, 2024**

(Approved: September 9th, 2024)

**Attendance:**

DRB Members Present: Curtis Layn, Jaime Schulte, Stephen Pilcher, Scott Gordon, Vicky Stern, Chris Acker, Michael Brennan (alternate)

DRB Members Absent: Mark Boltz-Robinson

Others in Attendance: Steven True (Zoning Administrator), Thomas Steadman

- **Call to order and determine quorum**
  - The meeting was called to order at 7:32 by C. Layn.
- **Public Comment** - questions and Comments from the Public Not Related to Agenda
  - None offered.
- **PUBLIC HEARING:** Application #24-401 Final Plat Review 2-Lot Subdivision, Thomas & Christine Steadman, 4588 Monkton Road, Parcel ID #07.101.197.001
  - C. Layn called the hearing to order at 7:33pm.
  - Reviewed the conditions of Preliminary Plat approval:
    - Need a Site Plan showing contours - this has now been provided, although not labeled. They do appear to be 1 or 2-ft intervals and better than the minimum 5-foot intervals.
    - Wastewater permit application - is being applied for
    - Existing septic and water/well - now shown on the site plan
    - The easement on/over Orlandi property shown on the map - now shown
    - Location of the proposed building envelope - now shown
    - ZA to provide a letter of conformance with section 584 - provided
  - Reviewed the Final Plat and Site Plan and ran the checklist.
  - The proposed curb cut has been approved by the Selectboard already.
  - **S. Pilcher moved to approve Final Plat #24-401 subject to the following conditions prior to signing the mylar:**
    - Need the Site Plan to show scaling (labeling) of the contours and removal of the Draft stamp.
    - Need a completed and approved wastewater permit
  - **J. Schulte seconded. There was no further discussion. All were in favor (7-0-0).**

- **Regular Business**

- Review Meeting Minutes
  - **S. Pilcher moved the minutes of July 8th, 2024 as written. S. Gordon seconded.** There was no further discussion. **So moved (6-0-1)**, C. Acker abstained (not present at the meeting).
- Zoning Administrator Update
  - S. Pomarico - 7-unit PUD on Pond Rd. will be coming up for Final Plat at our next meeting on the 26th.
  - L. Caulfield - has obtained a state stormwater permit and is working on being ready for Final Plat by October.
  - J. Broderick - moving toward a Preliminary Plat in the coming month, having solved for the question of a 50% PUD set aside.
  - Conditional Use permit is coming from the Monkton Central School for a pavilion in the Pond Overlay District. Also a likely after-the-fact permit for an existing shed adjacent to the parking lot.
  - K. Kimball is considering how to proceed with her project on Boro Hill Rd.
  - S. True met with the Planning Commission and they were interested in the number of permits and building lots created and such year-to-date. They discussed First Cut subdivisions. Also the RA5V district came up - does it appear on any maps? The Ridgeline District was discussed, to see how it might be clarified using new data obtained from the Arrowwood Mapping.
  - C. Layn asked about the status of the Guillemette/Casey matter. Both parties had appealed an aspect of the Environmental Court's action, which remanded the matter to the Monkton DRB. At least one of those actions has been resolved, but the other may not have been. We anticipate scheduling a hearing related to this in the next couple of months. **(Note: see the minutes of September 9th, 2024 for a clarification from Casey regarding the status).**

- **Old Business - None**

- **New Business - None**

**Adjournment** - S. Pilcher moved to adjourn the meeting at 8:16pm. So Voted (7-0-0).

Minutes taken by Jaime Schulte