

Monkton Development Review Board
Meeting Minutes
Monkton Town Hall & via Zoom
November 11th, 2024

(Approved: December 9th, 2024)

Attendance:

DRB Members Present: Curtis Layn, Jaime Schulte, Mark Boltz-Robinson, Scott Gordon, Vicky Stern, Michael Brennan (alternate)

DRB Members Absent: Chris Acker, Stephen Pilcher

Others in Attendance: Andrew Peterson (Interim Zoning Administrator)

- **Call to order and determine quorum**
 - The meeting was called to order at 7:37 by C. Layn.
- **Public Comment** - questions and Comments from the Public Not Related to Agenda
 - None offered.
- Minutes of 9/9/2024: M. Boltz-Robinson moved the minutes as written, M. Brennan seconded. So moved 5-0-1 (V. Stern abstained - not present at the meeting on 9/9).
- **ZA update**
 - Lynne Caulfield is ready to move forward on Final Plat. A. Peterson would like the DRB to review what requirements we had. We will review prior minutes.
 - Conditional Use is coming soon for a shipping container. ZA will grant a temporary permit as there isn't an obvious reason why the CU wouldn't be eventually approved.
 - There is an ADU off of Cedar Ln located in a wetland buffer and a primary residence being constructed. The primary can be constructed and receive a certificate of occupancy conditioned on the ADU being moved to a satisfactory location. The ADU cannot be permitted until it is in full compliance with the state Wetlands Division and the UPD rules.
 - There was a brief review of projects in our folder that might not be completed.
 - C. Layn has a Sketch Plan that he will probably bring forward on the 9th.
- **Old Business**
 - Michael Casey reached out regarding his email of August 13th that we appended to the minutes of September 9th. He did not expect the email to be put in the minutes, but the Board thought the email was a reasonable input to the Board and should remain. There was a brief discussion of the status of the case, which is before the Supreme Court.
- **New Business**
 - We will cancel our next meeting on November 25th, due to availability of members and a likely lack of time-sensitive business.
 - The Board completed a 2025 budget request. J. Schulte will submit the request to the Select Board.
 - Reviewed a draft of the 2024 annual report for the Town Report. It needs numbers added and will be finalized in December.

Adjournment - M. Boltz-Robinson moved to adjourn the meeting at 8:48pm. So Voted (6-0-0).

Minutes taken by Jaime Schulte