

**Monkton Development Review Board**  
**Meeting Minutes**  
**Monkton Town Hall & via Zoom**  
**January 26th, 2026**  
(Approved: TBD)

**Attendance:**

DRB Members Present: Jaime Schulte (Vice-Chair), Stephen Pilcher, Mark Boltz-Robinson, Scott Gordon, Michael Brennan

DRB Members Absent: Curtis Layn (Chair), Chris Acker

Others in Attendance: Mickey Schwarz (Recording Secretary), Susan Gulrajani (Zoning Administrator), Jason Barnard (Barnard & Gervais), Scott Baker (Barnard & Gervais), Derick Read (Krebs & Lansing), Hannah Schwartz (Riverflow), Frank Cioffi (Riverflow), Tracie Cassarino, Paul Cassarino, Amy Moody, Laura Macdonald, Lisa Burns

**1) Call To Order and determine quorum; Review Agenda**

- a) The meeting was called to order at 7:31PM by J. Schulte with 5 members present.
- b) S. Pilcher stated that there were two items to be added to the agenda. Andrew Peterson has filed an appeal regarding the DRB's decision on BEVO, LLC. Briefly discussed that S. Gulrajani and J. Schulte would look at next steps regarding the appeal. Also, there are new maps being considered by the Planning Commission.

**2) Public Comment - Questions and Comments from the Public Not Related to Agenda**

- a) Amy Moody joined the board. A. Moody stated that they did not receive any certified mail as an abutter of the General Store/Cafe and ADU on Monkton Ridge (Bendrienne, LLC). A. Moody had concerns over potential sound levels due to increased traffic. The board discussed that the General Performance Standards manage sound levels. The board also looked up the abutters list and determined that A. Moody should have been sent certified mail as an abutter.

**3) New Business**

- a) **Final Application #2025-01-DRB Riverflow Community, Inc.**, Proposed residences and accessory structures, 57 Cedar Lane, Monkton VT
  - i) Scott Baker and Frank Cioffi joined the board.
  - ii) S. Baker brought an updated site plan. The changes on the site plan relate to landscaping and changing the type of trees to eastern hemlock for the parking area. Additionally, lighting will have a warmer color temperature. Riverflow is looking at splitting the well into two wells for less piping between houses and to minimize impact to neighboring wells.
  - iii) S. Pilcher, M. Boltz-Robinson, and J. Schulte conducted a site visit on 1/13/26 and noted that site visits are important to better appreciate the facts on the ground. M. Boltz-Robinson and J. Schulte discussed viewing the proposed parking area on the site inspection. It was possible to see

portions of the Cassarino property, but not their new residence, due to vegetation.

- iv) S. Pilcher had a question over the LED lights. S. Baker explained that those lights would be on a button switch which would be full power for 5 hours, then reducing to 20% output. H. Schwartz added that Riverflow is committed to minimizing the impact the lights would have on the environment.
- v) Paul Cassarino and Tracie Cassarino joined the board to ask for more clarification over the changes to the wells on the site plan and regarding some points emailed to the board on 1/19. S. Baker stated that the Cassarino's well output is below average and a second well farther from their residence would tend to reduce demand on water.
- vi) Paul and Tracie Cassarino had some communication with the Selectboard Chair and had largely resolved a question about who they would work with on the widening of Cedar Lane. J. Schulte also stated that the road is a Class 3 town road in that section and the process would require a Right-of-Way Permit from the Selectboard.
- vii) The Cassarinos discussed the scope of the centralized parking and its visibility from a potential future home on their land south of Cedar Lane. The Board agreed it could be visible, but this is not out of character for the location, with similar or larger parking areas visible from residences nearby at the school, Morse Park, and the Town Hall.
- viii) There was discussion of a traffic study, but only estimates are possible at this time due to the lack of actual new traffic to study. S. Baker stated that traffic from this project should be less than a typical 5-lot subdivision, which would have been a feasible alternative for the site. The Board agreed with that point. H. Schwartz added that as concerns arise in the future Riverflow will be open to talking with their neighbors.
- ix) S. Gordon went through the Final Application Checklist to check for completeness.
- x) **S. Pilcher moved to approve the Final Application #2025-01-DRB Riverflow Community, Inc. conditional on:**
  - (1) **Wastewater Permit approval**
  - (2) **Stormwater Permit approval**
  - (3) **General Construction Permit approval**
  - (4) **Wetlands Permit approval**
  - (5) **Right of Way permit approval****S. Gordon seconded. The vote passed 5-0-0.**

#### 4) Regular Business

- a) Zoning Administrator Update
  - i) Upcoming projects & schedule
    - (1) Waiting on one application for subdivision.
  - ii) Other updates

- (1) S. Pilcher shared new maps created by the Planning Commission (PC). The first map included an expansion of the Village District that the PC is considering. The PC is considering changing Village zoning from 1-acre to 0.5-acre. The PC is also considering 2-acre zoning along a section of the Monkton-Vergennes Rd. The second map included Wildlife Corridors that were mapped by Arrowwood Environmental. The Planning Commission is considering a new overlay district in the southwest corner of town south of the Monkton-Vergennes Rd/Old Stage Rd intersection. The third map includes the Forest Blocks mapped out by Arrowwood Environmental. S. Gordon suggested that the DRB and PC should meet once or twice a year.
  - (2) The mylar for the Layn Farm subdivision was stamped and signed by J. Schulte.
- b) Review Meeting Minutes
- i) Minutes of 12/08/2025
    - (1) **S. Pilcher moved to accept the minutes of December 8, 2025 as amended. S. Gordon seconded. The vote passed 5-0-0.**
  - ii) Minutes of 12/22/2025
    - (1) **S. Pilcher moved to accept the minutes of December 22, 2025 as amended. M. Brennan seconded. The vote passed 4-0-1. M. Boltz-Robinson abstained due to not being present for the meeting.**
  - iii) Minutes of 01/12/2026
    - (1) **S. Pilcher moved to accept the minutes of January 12, 2026 as amended. S. Gordon seconded. The vote passed 4-0-1. M. Brennan abstained due to not being present for the meeting.**
- b) Decision letters
- i) No action taken.
- 5) **Adjournment**
- a) **S. Pilcher moved to adjourn the meeting at 9:38pm. M. Brennan seconded. The vote passed 5-0-0.**

Minutes taken by Mickey Schwarz