

**Monkton Development Review Board**  
**Meeting Minutes**  
**Monkton Town Hall & via Zoom**  
**February 9th, 2026**  
(Approved: TBD)

**Attendance:**

DRB Members Present: Jaime Schulte (Vice-Chair), Mark Boltz-Robinson, Chris Acker, Michael Brennan

DRB Members Absent: Curtis Layn (Chair), Scott Gordon, Stephen Pilcher

Others in Attendance: Mickey Schwarz (Recording Secretary), Susan Gulrajani (Zoning Administrator), Mike Casey, Lisa Burns, David Lynch

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

- a) The meeting was called to order at 7:37PM by J. Schulte with 4 members present.

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

- a) Mike Casey joined the board for public comment. M. Casey brought up a need for an official form for appeals. M. Casey also suggested an email to be sent out alongside the registered mail. M. Casey also wanted to discuss a number of concerns about his neighbor and the town's handling of potential zoning issues. J. Schulte and M. Boltz-Robinson reiterated the DRB process for the warning of public hearings and stated that an appeal of a ZA decision cannot be discussed until the warned public hearing.
- b) David Lynch joined the board. D. Lynch had a procedural question over what would be focused on during the February 23rd, 2026 meeting in relation to the Broderick PUD. J. Schulte stated that there will be a Preliminary Application hearing on the 23rd. D. Lynch had an additional question about the PUD. J. Schulte stated that the hearing on the 23rd would make sure that the Preliminary Application meets all of the PUD zoning rules.

**3) New Business**

- a) Discuss next steps and schedule related to appeals by Peterson and Casey
  - i) The board discussed various options for follow-up meetings or executive sessions after the scheduled March 9th, 2026 appeal hearing for Casey/Guilmette. (Note: now scheduled for March 23rd).
  - ii) Susan Gulrajani (Zoning Administrator) had a question about next steps for a site visit to M. Casey's property. M. Boltz-Robinson suggested that a site visit be done sooner rather than later, but it should be the ZA's decision.
  - iii) The board discussed meeting with the town attorney for guidance over running the hearing, to help ensure correct process.

**4) Regular Business**

- a) Zoning Administrator Update

- i) Upcoming projects & schedule
  - (1) On 2/23/26 Khristine Kimball will be coming in for a Sketch Plan and Jeramy Broderick for a Preliminary Application.
  - (2) Mike Casey will be coming in on 3/9/26 for an appeal hearing. (Note: since rescheduled to 3/23/26)
  - (3) There will be a Sketch or Preliminary for Brennan on 3/23
- ii) Other updates
  - (1) No action taken
- b) Review Meeting Minutes
  - i) Minutes of 01/26/2026
    - (1) Postponed to the meeting on 2/23/26
- b) Decision letters
  - i) 2026-01-DRB Conditional Use, Kathleen Bushey
    - (1) **C. Acker moved to accept the Decision Letter for 2026-01-DRB Conditional Use, Kathleen Bushey. J. Schulte seconded. The vote passed 4-0-0.**
  - ii) 2025-01-DRB Preliminary Application, Riverflow Community, Inc. (Hannah Schwartz)
    - (1) **C. Acker moved to accept the Decision Letter for 2025-01-DRB Preliminary Application, Riverflow Community, Inc. (Hannah Schwartz). J. Schulte seconded. The vote passed 4-0-0.**
  - iii) 2025-01-DRB Final Application, Riverflow Community, Inc. (Hannah Schwartz)
    - (1) **M. Brennan moved to accept the Decision Letter for 2025-01-DRB Final Application, Riverflow Community, Inc. (Hannah Schwartz). J. Schulte seconded. The vote passed 4-0-0.**
  - iv) 2025-09-DRB Final Application, Jon Binhammer, The Nature Conservancy/Estate of Beverly Latreille
    - (1) **C. Acker moved to accept the Decision Letter for 2025-09-DRB Final Application, Jon Binhammer, The Nature Conservancy/Estate of Beverly Latreille. J. Schulte seconded. The vote passed 4-0-0.**

5) **Adjournment**

- a) **M. Boltz-Robinson moved to adjourn the meeting at 9:02pm. M. Brennan seconded. The vote passed 4-0-0.**

Minutes taken by Mickey Schwarz