

**Monkton Development Review Board**  
**Meeting Minutes**  
**Monkton Town Hall & via Zoom**  
**January 8th, 2024**  
(Approved: TBD)

**Attendance:**

DRB Members Present: Curtis Layn, Jaime Schulte, Scott Gordon, Stephen Pilcher

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

Others in Attendance: Irene Gospodarek

The meeting was called to order at 7:33pm by C. Layn.

**Regular Business**

- Review Agenda - no changes made
- Review Meeting Minutes
  - **J. Schulte moved the minutes of December 11th, 2023 as amended. S. Gordon seconded.** There was no discussion. **The vote was (4-0-0) in favor.**
  - Note: the meeting on December 25th was canceled due to the holiday.
- Zoning Administrator Update
  - S. True not present at the meeting.
- Questions and Comments from the Public Not Related to Agenda - none offered.

**Old Business**

- Briefly discussed attendance of DRB members and terms ending this March.

**New Business**

- **Conditional Use Application #23-304 of Irene Gospodarek for an accessory use structure located at 781 Mountain Road (06.206.058.000) in the CON-P zoning district.**
  - a. C. Layn opened the hearing. The address was corrected from 731 Mountain Rd. to 781 Mountain Rd. I. Gospodarek described the property and the location of the proposed gazebo. The CON-P district does cover the location and requires Conditional Use approval for new structures. The basic map provided is enough to confirm what we need to know for this structure, that a Conditional Use is needed, topography, that the location is OK in terms of property line setbacks, etc. Also reviewed the location using the online parcel map.
  - b. There was some discussion of site surveys for Conditional Uses, which may not add value to the DRB's review of some straightforward applications, and what flexibility the DRB might have on when to require a survey. We should clarify this with the Planning Commission, but for this application we previously

- decided not to ask for one.
- c. Reviewed the checklist for a Conditional Use.
  - d. The relevant consideration for this project and district would be whether the new structure is visible from the road. Normally it should not be in the district, but the board discussed that it is situated in front of the existing home and where vehicles are parked, so it does not significantly change this criteria.
  - e. **S. Gordon moved to approve Conditional Use Application #23-304 of Irene Gospodarek for an accessory use structure located at 781 Mountain Road. S. Pilcher seconded.** There was no further discussion. **All were in favor (4-0-0).**
  - f. C. Layn closed the hearing.
  - g. S. Pilcher mentioned that we should discuss the location of the Forest District with the Planning Commission. It may not make sense for it to come down to the road here. I. Gospodarek noted that she was surprised by the amount of paperwork for this gazebo, but understands the point of the Forest District in her location, stating that it is obviously a wildlife corridor between the mountain and swamp, with houses in-between. Bears are being seen regularly, etc.

## **Adjournment**

S. Pilcher moved to adjourn the meeting at 8:12pm. So Voted (4-0-0).