

Monkton Development Review Board
Meeting Minutes
Monkton Town Hall & via Zoom
July 14th, 2025
(Approved: TBD)

Attendance:

DRB Members Present: Curtis Layn, Mark Boltz-Robinson, Jaime Schulte, Stephen Pilcher, Michael Brennan

DRB Members Absent: Scott Gordon, Chris Acker

Others in Attendance: Jeramy Broderick, Jon Binhammer, Greg Krech, Nancy Goodrich, Nate Palmer, Jane Palmer, Susan Gulrajani (Zoning Administrator)

1) Call To Order and determine quorum; Review Agenda

- a) The meeting was called to order at 7:33PM by J. Schulte with five members present.
- b) S. Pilcher mentioned that the Planning Commission is starting their review of the UPD for the next revision.

2) Public Comment - Not related to the agenda

- a) No public comment

3) New Business

- a) **24-902 Continuance of 5-lot PUD Jeramy/Brittany Broderick. Sketch Plan Review.** 4863 Silver Street. Parcel ID 13.101.038.001. Seeking to dissolve parcel boundaries between 2 lots and create new parcel boundaries.
 - i) DRB reviewed materials to determine the best approach for a PUD for that parcel use.
 - ii) M. Boltz-Robinson reviewed meeting minutes from May 13th, 2024 pertaining to **Application 24-902**.
 - iii) J. Broderick stated that no changes have been made to the approach or design.
 - iv) J. Broderick would like to move or remove an existing lot line between the two adjacent parcels under the same ownership. This would make it possible to have three small lots along the road rather than only two.
 - v) J. Schulte, C. Layn and M. Boltz-Robinson discussed a boundary line adjustment. J. Schulte stated his interpretation of this application is that since this is a PUD that encompasses both lots under the same ownership, the internal boundary lines can be moved.
 - vi) S. Pilcher stated that there is a requirement of about 7 acres for "Set Aside Land" and DRB discussed potential changes to the existing "Set Aside Land" on the lot (at least 50% of lot total acreage).
 - vii) DRB was in agreement that the boundary line could move as a part of this PUD however more discussion with the Planning Commission would be helpful to receive final confirmation of that assessment.

- viii) DRB requested a majority decision from the Planning Commission stating their assessment of how lot lines can be reconfigured within a PUD.
 - ix) If the PC agrees with DRB on PUD rules/options then the application can move forward to Preliminary Hearing, otherwise we will continue with another Sketch review.
 - x) S. Pilcher to reach out to the Planning Commission during their next meeting Tuesday, July 15th, 2025.
- b) **2025-09-DRB Jon Binhammer for The Nature Conservancy/Estate of Beverly Latreille. Sketch Plan Review.** 785 Rotax Road. Parcel ID 02.114.003.001 SPAN 399-124-10458. Seeking to create a 13.2-acre parcel which includes the existing residence from lands consisting of approximately 265.34 acres; thus leaving a remainder of 252.14 acres.
- i) J. Binhammer was in attendance from the Nature Conservancy acting also as the agent for the estate of Beverly Latreille.
 - ii) J. Binhammer stated the Latreille family are pursuing conservation for the large portion of the property through the Natural Resources Conservation Service and potentially through The Nature Conservancy (TNC) as well. TNC is under contract to purchase the property subject to a wetland reserve easement that would be held by the USDA.
 - iii) The goal is to have the property conserved along with their Raven Ridge lands. As a result of this, there needs to be a division for the house and the barn that both sit on the property from the remainder of the wetlands and property. A two-lot subdivision.
 - iv) J. Schulte asked about an additional smaller lot on the west side owned by Latreille that would become landlocked. J. Binhammer said it is part of the project. There was discussion that the acreage in the proposal reflects this, but that the map needs to be corrected.
 - v) The public was invited to comment.
 - (1) G. Krech and J. Schulte asked J. Binhammer about intended uses for conserved property.
 - (a) J. Binhammer stated that since the property would be subject to a wetland reserve easement, the easement would control what could happen on the land. The intended use would be for public access. A small portion of the property by Rotax Road would allow for a parking area in the future if one is warranted. That parking area would not go forward without discussion with the town.
 - (2) J. Binhammer to send DRB wetland reserve easement paperwork for review.
 - (3) N. Goodrich asked about plans for the existing fields along Rotax. Restoration projects will occur in the fields to the north and northeast of the property. These projects will involve hydrologic alterations to allow for more flooding and may involve tree

planting. NRCS is considering keeping the northern field semi-open for endangered shrubland birds.

- (4) G. Krech brought up potential risks of hunting for the public on new conserved lands. J. Binhammer responded stating that opening up property south of Rotax Road to hunting would allow hunters another space away from Raven Ridge trail system and possibly ease the issue of hikers and hunters in the same area.
- vi) N. Goodrich suggests the Nature Conservancy put up warning signs for hikers stating hunting is allowed on Raven Ridge. J. Binhammer was amenable to the suggestion.
- vii) N. Palmer asked about invasive species management in the proposed new conserved land. J. Binhammer replied that NRCS has a partnership with the US Fish & Wildlife Service Partners for Wildlife program. The Partners program does invasive species control. The US Fish & Wildlife Service and Nature Conservancy stewardship team will be conducting an invasive species inventory on the property, and putting a plan in place to deal with invasives.
- viii) J. Palmer asked about wetlands restoration and the use of chemicals to treat invasives. TNC takes a range of approaches depending on the type of invasive and the priority of each project.
- ix) G. Krech brought up the issue of increased bike/foot/car traffic on Rotax Road, especially around a blind corner at the north end of the property.
- x) S. Pilcher stated to J. Binhammer that the plan of subdivision looks good to the DRB. Scheduling a preliminary hearing would be the next step.
- xi) J. Binhammer stated that title work will begin soon and a determination of easements on the property is planned as a part of that work. A potential timeline for a Preliminary Hearing based on title work is for late summer - early fall.
- xii) C. Layn asked about another potentially landlocked parcel, owned by Tenney, and asked J. Binhammer to confirm how it would have access following the purchase, perhaps via an existing or new Right of Way over Latreille.

4) Regular Business

- a) Zoning Administrator Update
 - i) Upcoming projects & schedule
 - (1) 3 Certificate of Compliances
 - (2) 5 Single Family home permits
 - ii) Other updates
- b) Review Meeting Minutes
 - i) Minutes of May 12th, 2025
 - (1) **S. Pilcher moved the minutes of May 12th, 2025 as written. M. Brennan seconded. C. Layn abstained (not present on 5/12). The vote passed 4-0-1.**

5) Old Business

- a) Decision letters
 - i) No action taken. M. Boltz-Robinson and J. Schulte to explore the idea of creating decision letter drafts using AI, to be completed by a DRB member and approved by the Board.
 - b) DRB Recording Secretary
 - i) No action taken. Clarified that the Selectboard allows the DRB to appoint its own Recording Secretary. M. Schwarz may be appointed at our next meeting.
 - c) DRB Clerk job description
 - i) No action taken.
- 6) **Adjournment** - S. Pilcher moved to adjourn the meeting at 9:25PM. M. Brennan seconded. The vote passed 5-0-0.

Minutes taken by Mickey Schwarz