

**Monkton Development Review Board**  
**Meeting Minutes**  
**Monkton Town Hall & via Zoom**  
**May 11th, 2026**  
(Approved: TBD)

**Attendance:**

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

DRB Members Absent: Chris Acker, Curtis Layn

Others in Attendance: Mickey Schwarz (Recording Secretary), Susan Gulrajani (Zoning Administrator), Lisa Burns, Rob Mullin, Dan Reinhart, Jeremy Broderick, David Lynch, Nina Badger

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

- a) The meeting was called to order at 7:42PM by S. Gordon with 5 members present. There was a delayed start due to technical issues with the computer used to run the Zoom call and record the meeting.

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

- a) Dan Reinhart joined the board for public comment. He is looking to build a storage barn on his property at 356 Bear Pond Rd, but the property lies almost entirely within the Ridgeline Overlay District. He stated that he had been working with ZA Susan Gulrajani to get a building permit to build the storage barn, but S. Gulrajani stated that she could not due to the Ridgeline Overlay District, suggesting that D. Reinhart come before the Board to figure out next steps. S. Pilcher asked when the house was built. D. Reinhart stated that his house was built at the end of 2016. S. Pilcher reviewed the Monkton UPD to determine next steps. J. Schulte asked the board whether the lot is non-conforming and how the house could have been built in 2016. M. Boltz-Robinson suggested that D. Reinhart should come back for a Conditional Use Permit and also stated that the Board should research the lot.
- b) Rob Mullin and Nina Badger joined the board for public comment. R. Mullin stated that he is in the process of selling his house and is looking at making a boundary line change to his property at 91 Dart Hill Rd as there is an existing pole-barn that is not entirely on the property. S. Pilcher suggested that the boundary line change would not be a straight line to still allow the bordering property to maintain 5-acres. The issue is that there needs to be a 50-foot setback around the barn. R. Mullin asked how long the process for the boundary line change would take. The board discussed and stated that the process should take around a month to complete. The suggestion by the board would be to do a boundary line adjustment and potentially seek a waiver for the 50-foot setback for the barn structure to allow for a smaller set-back. The boundary line adjustment and setback waiver would need to take place in the same meeting. S. Gordon suggested that R. Mullin should sit down with the Zoning Administrator to get the applications for the boundary line adjustment, setback

waiver and retroactive building permit. The board discussed with the Zoning Administrator and determined that R. Mullin could be added to the agenda for June 8th.

### 3) **New Business**

- a) **Jeremy Broderick, 24-902, Preliminary Review (continued)**, 5-lot Planned Unit Development, 4863 Silver Street, PID 13.101.038.001
  - i) Jeremy Broderick and David Lynch joined the board for the hearing.
  - ii) S. Gordon continued with the Preliminary Application checklist to check for completeness.
  - iii) S. Gordon continued with the Site Plan checklist to check for completeness.
  - iv) D. Lynch brought up two concerns with the proposed subdivision. There is a small triangle of land with a potential border dispute at the entrance to J. Broderick's driveway. S. Gordon suggested that J. Broderick have LaRose come out and do a survey of the stakes on the corner of the property in question. D. Lynch also brought up the issue of light and noise coming from the increased traffic on the driveway. The board discussed referencing Section 545 of the Monkton UPD when coming to a solution for driveway screening and suggested that D. Lynch and J. Broderick have a discussion over possible solutions.
  - v) **S. Pilcher moved to approve Jeremy Broderick, 24-902, Preliminary Review (continued), conditionally on:**
    - (1) **Water Supply & Wastewater permit application**
    - (2) **Discussion of possible screening for the driveway****M. Brennan seconded. The vote passed 5-0-0.**

### 4) **Regular Business**

- a) Zoning Administrator Update
  - i) Upcoming projects & schedule
    - (1) 3 building permits, 1 certificate of occupancy and 1 certificate of compliance
    - (2) Rob Mullin Preliminary and Steve Pilcher Preliminary on June 8th
    - (3) Norris Preliminary, Brennan Final, New Final on June 22nd
- b) Review Meeting Minutes
  - i) Minutes of 04/27/2026
    - (1) **M. Brennan moved to accept the minutes of 04/27/2026 as written. M. Boltz-Robinson seconded. The vote passed 4-0-1. S. Pilcher abstained due to not being present for the meeting.**
- c) Decision letters
  - i) 25-401-DRB, Michael & Patricia New Subdivision
    - (1) **M. Brennan moved to accept the Preliminary Plat Decision Letter for 25-401-DRB, Michael & Patricia New Subdivision. S. Pilcher seconded. The vote passed 5-0-0.**
  - ii) 25-402-DRB, Kevin & Bonnie Brennan Subdivision

(1) **M. Brennan moved to accept the Preliminary Plat Decision Letter for 25-402-DRB, Kevin & Bonnie Brennan Subdivision. S. Pilcher seconded. The vote passed 5-0-0.**

- d) J. Schulte brought up the potential issue of posting the agenda in the three physical locations too soon before a meeting. The agenda may change and is usually not posted on the town website until closer to the meeting. Who will post on the website going forward? M. Boltz-Robinson stated that this should be considered DRB clerical work and therefore under the purview of the Board Clerk. S. Pilcher suggested that the Zoning Administrator create a print copy of the agenda and then send it over to M. Boltz-Robinson to put on the town website.
- e) J. Schulte additionally brought up needing to post all pertinent information for each hearing on the town website at the same time as when documents are put into the printed file as part of the warning process, as the UPD requires.
- f) J. Schulte brought up references to two previous setback waivers that the Board had approved in the past and would be important to review before the Rob Mullin hearing on June 8th.

5) **Adjournment**

- a) **S. Pilcher moved to adjourn the meeting at 9:23pm. J. Schulte seconded. The vote passed 5-0-0.**

Minutes taken by Mickey Schwarz