

Monkton Development Review Board
Meeting Minutes
Monkton Town Hall & via Zoom
June 8th, 2026
(Approved: TBD)

Attendance:

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

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

Others in Attendance: Mickey Schwarz (Recording Secretary), Susan Gulrajani (Zoning Administrator), Lisa Burns, Rob Mullin, Tyler Scott, Nina Badger

1) Call To Order and determine quorum; Review Agenda

- a) The meeting was called to order at 7:31PM by M. Brennan with 4 members present.

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

- a) Tyler Scott joined the meeting a few minutes late. He joined the board to discuss possibilities for building a garage on his property. The board discussed options for an accessory structure on the property. There are complications due to where the lot lines were placed in the subdivision and where the houses were constructed. The layout is not conducive to the building of accessory structures that comply with setbacks, partially due to topography. The board recommended that T. Scott should discuss a possible boundary line adjustment with the landowner directly north of the property, Chris Acker, to allow for a proper setback on the proposed garage. M. Boltz-Robinson added that T. Scott could then come before the board with a Sketch plan to discuss before actually applying for the Boundary Line Adjustment.

3) New Business

- a) **2026-05-02 Boundary Line Adjustment (BLA) and Waiver** - Robert Mullin, 91 Dart Hill Rd. (PID 399-124-10560)
 - i) Robert Mullin joined the board.
 - ii) R. Mullin stated that he met with the Zoning Administrator. He stated that he is applying for a waiver for a 15-foot set-back vs. the standard 50-foot around the pole barn, which is currently straddling the boundary line.
 - iii) R. Mullin further stated that with the boundary line adjustment, his property would lose 0.1 acres and Nina Badger's property would gain 0.2 acres to maintain at least 5-acres for each property. This would shift the entire pole barn structure onto R. Mullin's property with the proposed 15-foot setback from the new boundary line.
 - iv) J. Schulte asked why 0.2 acres would be added to N. Badger's property instead of an even 1:1 split. R. Mullin stated that this would be more amenable to N. Badger as it would give her more usable land.

- v) The board discussed which item to proceed with first, the BLA or the Waiver and the board concluded that the BLA would be discussed first.
- vi) M. Brennan continued with the BLA checklist to check for completeness.
- vii) **S. Pilcher moved to approve the Boundary Line Adjustment conditional on:**

- (1) **Location Map (added to the plat)**

- (2) **Zoning District noted on map**

- J. Schulte seconded. The vote passed 4-0-0.**

- viii) M. Brennan continued with the Waiver checklist to check for completeness.
- ix) The Board discussed that all abutting landowners were not properly notified. This concern was somewhat mitigated by the project not involving any new structures or other changes, except the boundary line changes, which are only visible to the two parties present. J. Schulte noted that this warning criteria needs to be addressed although there is little or no conceivable impact to neighbors.
- x) **S. Pilcher moved to approve the Waiver of a 15-foot set-back for Robert P Mullin conditional on:**
 - (1) **Payment of necessary fees**
 - (2) **Notification of all abutting landowners****M. Boltz-Robinson seconded. The vote passed 4-0-0.**

b) **2026-05-01 Sketch Plan** - 176 Monkton Rd, LLC, (PID 13.101.058.000)

- i) S. Pilcher recused himself and joined the board for his Sketch Plan. A quorum of the board no longer being present, the discussion was advisory only.
- ii) S. Pilcher stated that he purchased the property directly south of the Town Hall and that the original parcel was a collection of three smaller parcels (Parcel A, Parcel B, Parcel C) which was conveyed in 1978 to David Bean. He further stated that he bought the property from David Bean. Prior to the sale, D. Bean subdivided the property, deeding portions of the property to the Town of Monkton as Lot 2. S. Pilcher asked if he had a "by-right" subdivision and how he would get Parcel B back on the parcel map.
- iii) J. Schulte asked if Parcel B showed up on the current mylar for the property. S. Pilcher stated that no it did not. J. Schulte asked if anything occurred to deprecate Parcel B. S. Pilcher stated that to his recollection there had not.
- iv) J. Schulte stated that S. Pilcher might need to look up the deed to determine if Parcel B is mentioned directly. S. Pilcher and the Board reviewed the deed in question and could not find mention of Parcel B within. J. Schulte asked if anything occurred to remove the boundary or if a survey had occurred that removed it. He then asked Lisa Burns whether Parcel B was a parcel that could be recovered.
- v) Lisa Burns asked S. Pilcher if the DRB had imposed any conditions when they approved the subdivision that deeded land to the Town of Monkton.

She suggested that the survey may have been incomplete in suggesting that Parcel B was at some point absorbed into the larger property without any formal process having occurred.

- vi) M. Brennan stated that on the surface, it looked like S. Pilcher would be able to re-activate Parcel B.
- vii) J. Schulte stated that re-activating the parcel would be preferable to a subdivision. S. Pilcher stated that all he wanted back was the dotted line that depicted Parcel B and that it would allow him in the future to sell the house as a house and keep the rest of the property.
- viii) S. Pilcher stated that he is interested in potentially subdividing the property in the future. The Board then discussed the wooded area at the back of the property and whether it fell within either a wetland or Pond Overlay District or under the Shoreline Protection Act.

4) Regular Business

a) Zoning Administrator Update

i) Upcoming projects & schedule

(1) 2 certificates of compliance were completed

(2) S. Gulrajani sent M. Boltz-Robinson an email from Andrew Peterson regarding the possibility of doing both a Boundary Line Adjustment and Subdivision in the same meeting. M.

Boltz-Robinson asked if Andrew Peterson is helping an unnamed neighbor with the process. S. Gulrajani stated yes. The board discussed and determined that no, both could not be done in the same meeting. M. Boltz-Robinson suggested to S. Gulrajani that she should tell A. Peterson and the unnamed neighbor to come before the Board with a Sketch Plan to review.

(3) Broderick is going to be coming in July as a Final Application.

Once the ZA gets the documentation it can be scheduled. M. Boltz-Robinson stated that it would need to take place after the June 22nd meeting as that meeting was already warned.

b) Board Updates

i) S. Pilcher brought forth several updates. He mentioned that the Board had talked about having combined meetings with the Planning Commission and that both the Board and Planning Commission are amenable to that. He stated that the PC was not quite ready for a joint meeting yet, but possibly in August.

ii) The director of the Addison County Regional Planning Commission has been working with the Monkton Planning Commission on revamping the UPD. One of the things the director is interested in doing is cutting back the workload of the DRB. The board discussed the suggestions from the director about transferring some of the DRB workload onto the ZA.

- c) Review Meeting Minutes
 - i) Minutes of 05/18/2026
 - (1) **S. Pilcher moved to accept the minutes of 05/18/2026 as amended. M. Boltz-Robinson seconded. The vote passed 4-0-0.**
- d) Decision letters
 - i) No action taken.

5) Adjournment

- a) **M. Boltz-Robinson moved to adjourn the meeting at 9:17pm. S. Pilcher seconded. The vote passed 4-0-0.**

Minutes taken by Mickey Schwarz