Town of Starksboro

Development Review Board

Minutes (DRAFT)

June 12, 2025

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Members Present: Ben Campbell, Evelyn Boardman, Arnell Paquette, Luke McCarthy, Rob Liotard, Tom Perry

Members Unable to Attend: Rich Warren

Applicants Present: Kevin Harper and Julie Herr

Visitors: Spencer Harris

Others Present: Ron Rodjenski – Stone Shore Municipal Consultants

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Meeting called to order by Chair Ben Campbell at 7:01pm

**Public Comment:** R. Rodjenski introduced himself as a municipal consultant contracted by the town to serve as a transitional Zoning Administrator to keep things moving along with current and upcoming hearings.

**Hearing #25-DRB-06SD**

* B. Campbell read the public warning stating this was a sketch plan review and relevant statutes. Checked for conflicts and ex parte communications. There were none. Stated right to appeal and swore in all attendees making statements.
* K. Harper interjected and stated he was told this would be a final subdivision hearing, not a sketch plan review. Since this was warned as a sketch plan it must proceed as a sketch plan, however there are several questions that were posed that would require a second hearing anyway.
* R. Rodjenski noted that due to the classification and nature of the road, putting another house lot in would trigger an administrative process which requires the town to weigh in on any improvements the road may need, which should be done before the DRB makes any deliberations.
* There was additional extensive discussion on how to proceed with the hearing since there was a conflict between what the hearing is vs. what the hearing was warned as. The decision was made to proceed with criteria review.
* K. Harper presented the plans for the subdivision and discussed the review criteria. The proposed project includes plans for a two-lot subdivision of the Harper/Herr lands at the end of Frank Orvis Road. The current 198-acre lot will be split into two lots, with one being approximately 42 acres and the second containing the remaining lands and existing dwelling. Review criteria was presented and discussed.
* Additional conversation included the need for building envelopes on the plans as well as a date of delineation for the wetlands survey. Discussion then turned back to the road and the process for obtaining the necessary information.

**Motion:** L. McCarthy moved to declare the warning ineffective and establish this meeting as a non-binding pre-application review. E. Boardman seconded.

**Vote:** All in favor

**Review and approve any outstanding minutes:**

* Minutes of the May 22 DRB meeting had not been circulated prior to the meeting. They will be voted on at the next DRB meeting

**Motion:** L. McCarthy moved to adjourn the meeting. E. Boardman seconds.

**Vote:** All in favor

Meeting adjourned at 8:45