

Town of Starksboro
Planning Commission
Minutes (APPROVED)
July 2, 2025

Present: Dennis Casey, David Schmidt, Dan Kuzio, Luke McCarthy, Dan Nugent
Visitors: Tom Perry

Meeting called to order by Chair Dennis Casey at 6:30pm. Suggestion to move discussion of municipal planning grant following draft bylaw discussion in hopes Robert Turner will be available. All in agreement.

Visitors Business: None

PC Current Business:

1. Alexys Thompson's request for time:
 - a. A. Thompson not present.
2. Review compiled edits to redline revisions:
 - a. The Commission reviewed the bylaw edits that were made in order to confirm changes and accept them as final.
 - b. The dates in Section 104 will need to be updated as soon as the Selectboard votes to approve changes.
 - c. General discussion of the density chart and the language used for "set aside" land. Currently the minimum lot size is 1 acre but the number of dwelling units per acre is much higher in most districts. The intent is to set aside the remaining lands, but the chart could be clearer about this. Will consider for future revisions.
 - d. Discussion of including River Corridor bylaws in the revisions. All present were in agreement that the model language should be included but it was unclear if all the model language must be included, or only sections of it. D. Kuzio to inquire with ACRP.
 - e. Need to remove mention of zoning districts in the noise standard, and the reference to an incorrect section.
 - f. Need to remove cannabis use tables in the cannabis standard since it is redundant.
 - g. Need to add some minor clarification language to the landing area standard. (Consistent use of strips vs. pads)
 - h. Discussion of suggestions offered by ZA Steve Rooney. The Commission believes that a discussion needs to happen with S. Rooney to determine what changes should be made to the DRB review sections. If the proposed changes are as simple as adding hyperlinks and flow charts to the regulations it may not need a full warning process, and those additions could happen at any time. Other suggestions such as clarifying the driveway permit process may be best changed through an administrative policy vs. changing specific zoning bylaws. It was decided to continue moving along with finalizing the bylaw changes and take up the suggestions at a later date.

MOTION: D. Nugent moves to accept all bylaw revisions as final and conduct a second vote at the next meeting to include the River Corridor section. D. Kuzio seconds.

VOTE: All in favor.

- i. Discussion of timing for continuing the process ensued. If clarification is received regarding the River Corridor standards by the next meeting, they can be voted on in the July 17 PC meeting. Addison Independent could be notified Monday the 21st for a publication on the 24th and adjoining towns could be notified at that time. Following a 15-day period a public hearing could occur on August 21st. Tentative public hearing on August 21.

3. Discussion of municipal planning grant RFP responses:
 - a. Two consultants submitted proposals and D. Kuzio and Robert Turner interviewed both. No decision has been made on which consultant should be offered the contract. Additional information to be shared at the next PC meeting.
4. Discuss response from ACRP:
 - a. D. Casey hand delivered the letter from the Starksboro Planning Commission to ACRP regarding the future use maps. No formal response from ACRP by meeting time.
5. Approve any outstanding minutes:

MOTION: D. Kuzio moved to approve 6/10 minutes as written. D. Nugent seconded.

VOTE: All in favor
6. PC Roundtable
 - a. D. Casey asked questions about the threshold for stormwater permits and whether the regulations are Starksboro specific. The rules appear to be copied from state regulations.
 - b. General discussion of the setback waiver process in the bylaws.
 - c. L. McCarthy gave an update on the status of the Schoolhouse and Fire Station #2 project. RFP for construction management services is live and if all goes according to plan a firm will be selected by mid-August.
 - d. Regarding the upcoming Town Plan revisions, D. Kuzio offered to make contact with interested groups and committees in town and invite them to participate in the process.

Motion: D. Nugent moved to adjourn the meeting. D. Schmidt seconded.

Vote: All in favor

Meeting adjourned at 8:28

Minutes submitted by L. McCarthy