

Starksboro Development Review Board Agenda

Thursday, March 26, 2026 @ 6:30 pm.

TOWN CLERK'S OFFICE AND VIA ZOOM

Instructions for remote participation below

| TIME | TOPIC |
|------|---|
| 6:30 | Meeting called to order Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). |
| 6:35 | Public Comment for non-agenda items only |
| 6:45 | Review and approve minutes from 3/12/26 |
| 7:00 | Review and approve final DRB rules and procedures |
| 7:30 | Retroactive Conditional Use Review Hearing: 26-DRB-02CU Depinto seasonal camp in the FC District. |
| 8:15 | Deliberative Session |
| 8:30 | Adjournment |

The Town of Starksboro is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/89617415124>

Meeting ID: 896 1741 5124

Join by Phone:

1-305-224-1968

TOWN OF STARKSBORO

DEVELOPMENT REVIEW BOARD

Rules of Procedure and Conflict of Interest Policy

Section I: Authority.

The Development Review Board (DRB) of the Town of Starksboro hereby adopts the following rules of procedure (hereinafter referred to as these Rules) in accordance with 24 V.S.A. § 4461(a) and 1 V.S.A. §§ 312(e), (f), and (h), and the Starksboro Land Use and Development Regulations, Section 420.C.

Section II: Policy.

These Rules are adopted to ensure consistent and fair treatment of applicants, interested persons, and participants, orderly and efficient public proceedings, and compliance with state and federal law. These Rules shall also ensure that no board member will gain a personal or financial advantage from his or her work for the board, so that the public trust in municipal government will be preserved.

Section III: Definitions.

- A. “Board” means the DRB.
- B. “Board member” means a regular or alternate member of the DRB.
- C. “Conflict of interest” means any one of the following:
 - 1. A direct or indirect personal interest of a board member, his or her spouse, household member, child, stepchild, parent, grandparent, grandchild, sibling, aunt or uncle, brother or sister in law, business associate, employer or employee, in the outcome of a cause, proceeding, application or any other matter pending before the DRB.
 - 2. A direct or indirect financial interest of a board member, his or her spouse, household member, child, stepchild, parent, grandparent, grandchild, sibling, aunt or uncle, brother or sister in law, business associate, employer or employee, in the outcome of a cause, proceeding, application or any other matter pending before the DRB.
 - 3. A situation where a board member has publicly displayed a prejudgment of the merits of a particular proceeding before the board. This shall not apply to a member’s particular political views or general opinion on a given issue.
 - 4. A situation where a board member has not disclosed ex parte communications with a

party in a proceeding before the board, pursuant to Section XI of these Rules.

- D. “Deliberative session” means a private session of the board to weigh, examine, and discuss the reasons for and against an act or decision, from which the public is excluded. There shall be no taking of evidence nor submission of testimony, nor shall a deliberative session be publicly noticed.
- E. “Executive session” means a session of a public body from which the public is excluded, pursuant to 1 V.S.A. § 313. Such private session may only be held for one of the reasons permitted by the statute, and no binding action may be taken in executive session.
- F. “Ex parte communication” means direct or indirect communication between a member of an appropriate municipal panel and any party, party’s representative, party’s counsel or any person interested in the outcome of any proceeding before the panel, that occurs outside of a public proceeding, and concerns the substance or merits of the proceeding.
- G. “Official act or action” means any legislative, administrative or quasi-judicial act performed by any board member.
- H. “Public deliberations” means the weighing, examining, and discussing, in a public proceeding, the reasons for and against an act or decision, but expressly excludes the taking of evidence and the arguments of parties.
- I. “Recuse” means to remove oneself from a particular board proceeding because of a real or perceived conflict of interest.
- J. “The bylaws” refers to the currently adopted version of the Starksboro Land Use and Development Regulations.

Section IV: Regular Officers.

Per the bylaws, The DRB shall consist of seven regular members, appointed by the Selectboard. After January 1, but prior to March 1, or at other times throughout the year as needed, the DRB shall hold an organizational meeting and elect by majority vote, a Chair, Vice Chair, and Clerk.

- A. The Chair shall preside at all meetings, hearings, and deliberative sessions, decide all points of order or procedure, and appoint members to any committee of the board. The Chair may administer oaths and may request the attendance of witnesses and the production of material germane to any issue under consideration.
- B. The Vice Chair shall assume the duties of the Chair whenever the Chair is absent, or at the Chair’s request. The Clerk shall assume such duties whenever the Chair and the Vice Chair are absent, or at their request.
- C. It shall be the duty of all members to review the minutes and other official records of DRB meetings and actions, and correct and ratify these when appropriate and necessary.

D. The Starksboro Zoning Administrator (ZA) shall act as the Staff for the DRB. The ZA shall take minutes of all meetings. In the absence of the ZA, the Clerk shall take the minutes.

Section V: Alternate Members.

Per the bylaws, the Selectboard shall annually, or as needed, appoint up to two alternates who may temporarily serve as DRB members in the event of a recusal or absence of one or more members.

Section VI: Regular and Special Meetings.

Regular meetings shall be held at the Town Offices at 6:30 p.m. on the second and fourth Thursdays of the month, or as warranted. The Chair may cancel meetings at any time.

- A. Regular meeting agendas will be posted a minimum of 48 hours in advance, on the Town website and at the Town Office, the Post Office, and the Jerusalem Store. Special meetings may be called by the Chair, provided at least 24 hours notice is given to each member and the time and place of each special meeting is publicly announced at least 24 hours before the meeting.
- B. A quorum shall consist of a majority of the entire board.
- C. Members may participate by telephone or virtually via the Internet as long as the absent member can hear everything that is occurring at the meeting and everyone present at the meeting can hear the board member.
- D. All meetings shall be open to the public unless the board has entered a deliberative or executive session. The board may only hold an executive session pursuant to the reasons permitted by 1 V.S.A. § 313, and only after a majority vote to enter executive session.
- E. There shall be an agenda for each meeting, with time allotted for each item or group of items to be considered. Those who wish to be added to the agenda shall contact the Zoning Administrator to arrange for a convenient time. The Chair shall determine the content of the agenda after consultation with Zoning Administrator. The agenda will be generally structured as follows:
 - 1. Review Agenda for any changes.
 - 2. Public comment on issues outside of the warned hearing.
 - 3. Review/Approval of minutes from previous meeting(s)
 - 4. Public hearings on applications per Section VII.
 - 5. Other Business – e.g. future meeting planning, announcements, etc.
 - 6. Deliberations per Section VII.
- F. All business shall be conducted in the same order as it appears on the agenda, except that by majority vote, the Chair may alter the order of items to be considered and/or the time allotted.

- G. The Chair shall rule on all questions of order or procedure and shall enforce these rules pursuant to 1 V.S.A. § 312(h).
- H. At each meeting, there shall be a ten minute period of time reserved for general public comment not associated with a hearing at the beginning of the meeting. The Chair may extend or reduce this period of time as necessary. Speakers may participate at other times throughout a meeting but only when recognized by the Chair. Such comment shall be limited to three minutes per speaker, unless by majority consent the board sets a different time limit. The board shall apply consistent time limits to all recognized to speak.

Section VII: Public Hearings and Order of Business.

Public hearings shall be conducted as quasi-judicial proceedings pursuant to 1 V.S.A. § 310 (8) ~~(5)(B)~~. Hearings shall be publicly noticed in accordance with 24 V.S.A. §§ 4464(a)(1), (2), as amended, published in the Addison Independent, and posted at the locations noted in Section VI.A. Hearings shall not exceed three hours in length unless approved by a majority of members present.

The Chair shall conduct the hearing in the following manner:

- A. Open the hearing by reading the warning of the hearing.
- B. Review the order of events, remind all present that the proceeding will be conducted in an orderly manner, and make copies of these Rules available.
- C. Request disclosure of conflicts of interest and ex parte communications.
- D. Review the definition of interested persons in 24 V.S.A. § 4465(b), and explain that, pursuant to 24 V.S.A. § 4471(a), only an interested person who has participated in this proceeding may make an appeal of any decision issued in this proceeding. Distribute an information page explaining 24 V.S.A. § 4471(a), along with sign-in sheet for all persons wishing to participate in the meeting, to include mailing information. This sign-in sheet will be used by the ZA to create the service list in Section IX.H. All parties requesting interested party status at the meeting will be treated as such during the hearing, but the Board will not make an official determination of this status at the meeting. The official status of any party will be determined by the DRB prior to accepting an appeal of that party.
- E. Direct the applicant or his/her representative and all interested persons to step forward and take the following oath: *I hereby swear that the evidence I give in the cause under consideration shall be the whole truth and nothing but the truth so help me God (or, under the pains and penalties of perjury).*
- F. Accept written information presented to the board in the Exhibit List prepared by the ZA.

- G. Invite the applicant or applicant's representative to present such application or proposal.
- H. Invite board members to ask questions of the applicant or applicant's representative.
- I. Invite interested persons to present information regarding the application or proposal.
- J. Invite the applicant, applicant's representative, or interested persons to respond to information presented.
- K. Invite more questions or comments from members of the board.
- L. The Chair shall allow other members of the public who are not interested persons to make comments or ask questions regarding the application or proposal. Such comments shall be limited to three minutes per person, unless by majority vote the board sets a different time limit.
- M. Allow final comments or questions from the applicant or applicant's representative.
- N. Upon motion and majority vote, the DRB shall confirm if they accept the application **as submitted as meeting the requirements required to conduct the hearing** set forth in the bylaw.
- O. Upon motion and majority approval, the Chair shall either adjourn the hearing to a time certain, or close the hearing.
- P. Upon closing of the hearing and completion of any other business to be held in public, the board shall vote by majority to go into closed deliberative session on the hearing, unless the board votes unanimously to hold the deliberations in open session.
- Q. If the deliberation is held in open session, the Board will:
 - 1. Record the results of the vote held per Section IX in the meeting minutes and in the final written decision.
 - 2. Hold any deliberations on the matter adjourned to subsequent meetings in a warned open session.
 - 3. Refrain from discussing the matter outside of the public meeting format until a decision has been made.
- R. If the deliberation is held in closed session, the voting procedure in Section IX will be used to come to a decision by the Board, but will not be recorded in meeting minutes nor the final written decision.

Section VIII: Site Visits.

Site visits are for observation only and are not the place for substantive discussion of the project. They do not constitute a public hearing, and no quorum of DRB members is necessary.

Site visits shall be open to the public; however, no testimony shall be taken and no ex parte communication shall occur. Site visits shall be held pursuant to the following conditions:

- A. If, prior to a hearing, the Chair determines that a site visit will be necessary, the site visit shall be scheduled immediately prior to a public hearing. Such site visits shall be publicly noticed in accordance with 24 V.S.A. §§ 4464(a)(1), (2).
- B. If necessary, the board may recess a hearing and conduct a site visit at a property which is the subject of an application before the board.
- C. If necessary, the board may adjourn a hearing to a time certain to conduct a site visit at a property which is the subject of an application before the board.
- D. The minutes of the proceeding shall reflect that a site visit was held, who was present, and any relevant observations for the record.

Section IX: Decisions.

The board shall make decisions in deliberative session, either closed or open (See Section VII.P.). The public may listen, but does not participate in an open deliberative session. Closed Deliberative sessions are not open to the public and shall not be warned. 1 V.S.A. §§ 312(e), (f). Members of the board who have not heard all testimony and reviewed all evidence submitted for a particular application or proposal shall not participate in that proceeding. Absent board members may participate if they have reviewed an audio recording of the proceedings and any evidence submitted. The following rules shall apply to voting on decisions:

- A. Motions shall be made in the affirmative.
- B. The chair has the same voting rights as other members and can make motions.
- C. No second shall be required for a motion to have the floor.
- D. All members present are expected to vote unless they have recused themselves.
- E. Abstentions are strongly discouraged and shall not count towards either the majority or the minority.
- F. For a motion to pass, it must receive the concurrence of a majority of the entire board, regardless of how many are present. 1 V.S.A. § 172; 24 V.S.A. § 4461(a).
- G. The board shall issue a written decision within 45 days of the final public hearing.

The Chair, Vice Chair, or Clerk shall sign decisions after the decision has been finalized by support staff pursuant to the board deliberation and vote. Similarly, after inspection by support staff for conformance with the decision, approved survey plats/mylars and other approved plans (those required to be recorded with the Town Clerk) shall be signed by the Chair, Vice Chair, or Clerk. The decision shall record if any board member wishes to note their dissent with the board decisions.

H. All decisions of the board shall be mailed to the parties on the service list. The mailing to the applicant, or any appellate, is to be sent via certified mail, return receipt requested.

Section X: Conflicts of Interest.

Participation, disclosure of conflicts, and recusal shall be governed by the following procedures:

- A. **Participation.** A board member shall not participate in any official action where he or she has a conflict of interest in the matter under consideration. A board member shall not, personally or through any member of his or her household, business associate, employer or employee, represent, appear for, or negotiate in a private capacity on behalf of any person or organization in any proceeding pending before the DRB.
- B. **Disclosure.** At all hearings, the Chair shall request that board members disclose all potential conflicts of interest. When recognized by the Chair, any interested person may request disclosure of potential conflicts of interest.

Nonetheless, after disclosing a conflict or perceived conflict, if a member who believes that he or she is able to act fairly, objectively, and in the public interest, shall disclose the nature of the potential conflict of interest, and the reason(s) why the member believes he or she is able to act in the matter fairly, objectively, and in the public interest. This shall be noted in the minutes of the proceeding.

However, if by a majority vote of the entire board, the board finds that a member has a conflict of interest as defined in Section III(C)(1) or (C)(2) or (C)(3), that member shall be barred from participating in the matter under consideration.

- C. **Recusal.** A board member shall recuse him or herself from any matter in which he or she has a conflict of interest, pursuant to the following:
 - 1. The applicant or any interested person may request that a member recuse him or herself due to a conflict of interest. Such request shall not constitute a requirement that the member recuse him or herself.
 - 2. A board member who has recused him or herself from a proceeding shall not sit with the board, deliberate with the board, or participate in that proceeding as a board member in any capacity.

3. If a previously unknown conflict is discovered, the board may take evidence pertaining to the conflict, and if appropriate, adjourn to a short deliberative session to address the conflict.
4. The board may adjourn the proceedings to a time certain if, after a recusal, it may not be possible to take action through the concurrence of a majority of the board. The board may then resume the proceeding with sufficient members present.

Section XI: Ex Parte Communications.

Ex parte communication is prohibited. Any board member who inadvertently conducts ex parte communication must disclose such communication as required below.

- A. **Disclosure.** At each hearing, the Chair shall request that members disclose any ex parte communications. Board members who have received written ex parte communications shall place on the record copies of all written communications received as well as all written responses to those communications. Members shall relate the substance of all oral communications received, all responses made and the identity of each person making the ex parte communication, which shall become a part of the record of the proceedings.

Section XII: Removal.

Upon majority vote, the board may request that the Selectboard remove a board member from the DRB. Board members may be removed for cause by the Selectboard upon written charges and after public hearing. 24 V.S.A. § 4460(c).

(continued on next page)

Section XIII: Amendments.

These rules may be amended at any regular or special meeting by a majority vote, provided that each DRB member has been presented a written copy of the proposed amendment at least 24 hours before the meeting at which the vote is taken.

Adopted by Majority Vote on this 12th Day of March, 2026

Ben Campbell, Chair

Tom Perry

Arnell Paquette

Richard Warren

Luke McCarthy

Evelyn Boardman

A. Robert Liotard

TOWN OF STARKSBORO
DEVELOPMENT REVIEW BOARD
NOTICE OF HEARING

Scott and Rebekah Depinto submitted application 26-DRB-02CU for retroactive Conditional Use Review of a previously constructed seasonal camp located on their 30.4+/- acre Parcel 10664 at 206 Conway Road. The camp is located in the FC district. The Conditional Use Hearing on this application will be held per Sec 425. of the Starksboro Land Use and Development Regulations (SLUDR).

The Starksboro DRB will conduct this hearing on Thursday, **March 26, 2026, at 6:30p.m.** at the Starksboro Town Office with remote access (info below). The application is available to review by request at the Starksboro zoning office, and in the meeting packet on the town website: www.starksborovt.org/agendas-and-minutes. Pursuant to 24 V.S.A. §§ 4464(a)(1)(C), participation in this local proceeding is a prerequisite to the right to take any subsequent appeal.

Virtual Meeting Link:

<https://us02web.zoom.us/j/89617415124>

Meeting ID: 896 1741 5124

Or by Phone: +13052241968



SPAN: 615-193-10046

Zoom to

The property at 26 CONWAY ROAD in STARKSBORO was last updated in 2022.

| | |
|-------------------------------|--|
| Emergency 911 Address | 26 CONWAY ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | BARR ROBERT, PO BOX 610 HINESBURG, VT, 05461 |
| Property Description | LAND & DWELLING |

SPAN: 615-193-10235

Zoom to

The property at 3702 IRELAND ROAD in STARKSBORO is owned by DUNHAM JEFFREY and DUNHAM ELIZABETH. There is no record of a property transfer for this parcel since the current statewide Grand List (2024). Parcel geometry was last updated in 2022.

| | |
|-------------------------------|--|
| Emergency 911 Address | 3702 IRELAND ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | DUNHAM JEFFREY, DUNHAM ELIZABETH 3702 IRELAND ROAD STARKSBORO, VT, 05487 |

SPAN: 615-193-10506

Zoom to

The property at 303 CONWAY ROAD in STARKSBORO is owned by GORDON BRANT TRUST. There is no record of a property transfer for this parcel since the current statewide Grand List (2024). Parcel geometry was last updated in 2022.

| | |
|-------------------------------|---|
| Emergency 911 Address | 303 CONWAY ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | GORDON BRANT TRUST, 303 CONWAY ROAD STARKSBORO, VT, 05487 |

SPAN: 615-193-11099

Zoom to

The property at CONWAY ROAD in STARKSBORO is owned by MORRISSEY SHEAMUS. A property transfer has occurred for this parcel since the current statewide Grand List (2024) and ownership may have changed. See property transfer details below. Parcel geometry was last updated in 2022.

| | |
|-------------------------------|---|
| Emergency 911 Address | CONWAY ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | MORRISSEY SHEAMUS, PO BOX 47 HINESBURG, VT, 05461 |

SPAN: 615-193-10745

Zoom to

The property at 334 CONWAY ROAD in STARKSBORO is owned by ALLES DAVID and BECHTEL KENNETH. There is no record of a property transfer for this parcel since the current statewide Grand List (2024). Parcel geometry was last updated in 2022.

| | |
|-------------------------------|--|
| Emergency 911 Address | 334 CONWAY ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | ALLES DAVID, BECHTEL KENNETH 334 CONWAY ROAD STARKSBORO, VT, 05487 |

SPAN: 615-193-10494

Zoom to

The property at 3249 IRELAND ROAD in STARKSBORO is owned by LITTLE IRELAND FOREST TRUST and DAVID SCHMIDT. There is no record of a property transfer for this parcel since the current statewide Grand List (2024). Parcel geometry was last updated in 2022.

| | |
|-------------------------------|--|
| Emergency 911 Address | 3249 IRELAND ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | LITTLE IRELAND FOREST TRUST, DAVID SCHMIDT 3249 IRELAND RD STARKSBORO, VT, 05487 |

SCHMIDT ALAN & ALEXA

SPAN: 615-193-10995

Zoom to

The property at LAFAYETTE ROAD in STARKSBORO is owned by BIRDSALL KATHERINE REVOCABLE TRUST OF 01 and C/O DANIEL BIRDSALL. There is no record of a property transfer for this parcel since the current statewide Grand List (2024). Parcel geometry was last updated in 2022.

| | |
|-------------------------------|---|
| Emergency 911 Address | LAFAYETTE ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | BIRDSALL KATHERINE REVOCABLE TRUST OF 01, C/O DANIEL BIRDSALL 21 WADLEIGH POINT ROAD KINGSTON, NH, 03848-3243 |

SPAN: 615-193-10971

Zoom to

The property at 950 LAFAYETTE ROAD in STARKSBORO is owned by CLIFFORD SETH and CLIFFORD CHRISTA. There is no record of a property transfer for this parcel since the current statewide Grand List (2024). Parcel geometry was last updated in 2022.

| | |
|-------------------------------|--|
| Emergency 911 Address | 950 LAFAYETTE ROAD |
| Town | STARKSBORO |
| Ownership (Annual Grand List) | CLIFFORD SETH, CLIFFORD CHRISTA 950 LAFAYETTE ROAD STARKSBORO, VT, 05487 |

burke, katelyn

Town of Starksboro

PO Box 91, Starksboro VT 05487
zoning@starksborovt.org

ABUTTERS MAILING AFFADAVIT

Exhibit B

Pursuant to section #410 of the Starksboro Land Use Development Regulations, Stephen Rooney, Zoning Administrator for the Town of Starksboro, hereby acknowledges that on 3/3/2026 that I sent by US 1st class mail the attached "notice of public hearing", for application 26-DRB-02CU to the following list of abutting property owners and others requesting notice.


Stephen Rooney, Zoning Administrator

Date: 3/3/2026

I attest by my signature below that I have reviewed this list and that it was mailed on 3/3/2026.

Attest:  Town Clerk/ Assistant Town Clerk/ Town Admin

Applicants: Scott & Rebekah Depinto, Parcel 10664, 206 Conway Road

| Abutters or Participants | |
|--------------------------|---|
| Parcel # | Name and Address |
| 10046 | ROBERT BARR PO BOX 610 HINESBURG, VT, 05461 |
| 10235 | JEFFREY & ELIZABETH DUNHAM 3702 IRELAND ROAD STARKSBORO, VT, 05487 |
| 10506 | GORDON BRANT TRUST, 303 CONWAY ROAD STARKSBORO, VT, 05487 |
| 11099 | SHEAMUS MORRISSEY & KATELYN BURKE PO BOX 47 HINESBURG, VT, 05461 |
| 10745 | DAVID ALLES & KENNETH BECHTEL 334 CONWAY ROAD STARKSBORO, VT, 05487 |
| 10494 | DAVID SCHMIDT LITTLE IRELAND FOREST TRUST SCHMIDT ALAN AND ALEXA 3249 IRELAND RD STARKSBORO, VT, 05487 |
| 10995 | DANIEL BIRDSALL KATHERINE REVOCABLE TRUST 21 WADLEIGH POINT ROAD KINGSTON, NH, 03848-3243 |
| 10971 | SETH & CHRISTA CLIFFORD 950 LAFAYETTE ROAD STARKSBORO, VT, 05487 |

mm



February 24, 2026

Subject: Retroactive Permit Request (Parcel 10664)

Town of Starksboro
RECEIVED
3/2/2026

Dear Members of the Development Review Board,

My wife and I are selling our house, and it was brought to our attention when filling out the SPIR that we did not obtain the necessary zoning permit for a project constructed in 2020. Realizing this, we wanted to do the right thing and reached out to Steve Rooney to see what would be required to bring us into compliance. The letter is in response to Steve's letter dated February 24th, 2026.

In response to permit application 26-ZP-06 which is for the 12' x 16' seasonal camp, I'd like to give some context to the request. My son and I built the seasonal camp as a Covid project back in 2020. Our intention was to make something very primitive and small, which then escalated into a nicer, larger (12x16) cabin structure than we originally planned. This structure is off-grid and has no electricity, water, septic or a road to the structure. There also has and is no intention of ever bringing in any utilities such as electricity, water, septic nor the creation of a road for vehicle access. (*See included drawing for placement of structure*)

It didn't occur to us at the time to request a zoning permit for this work. That is our oversight and we take full responsibility for that. We do apologize. We are requesting approval be granted for a zoning permit for this structure on a retroactive basis. The closing on our house is March 20th, 2026, and we know the ruling will most likely be after this date. We kindly ask that a ruling be given as soon as you can accommodate, so we can get this completed for us and the buyers.

Thank you for your consideration in this matter and please let us know what we can do to make this right.

Scott & Rebekah DePinto

Scott DePinto Rebekah DePinto

Attached: ** Site Map to Scale

** Sketch showing structure placement and footage

** Development Review Board Application

** Response to the review standards listed in bylaw Sections 423.E and 424.D.

We respectfully request conditional use approval under **Sections 423(E)** and **424(D)** of the Starksboro Zoning Bylaws for our 12' x 16' seasonal, off-grid personal use camp located on our 30-acre wooded property.

The camp has existed for approximately five years and is used solely for personal, seasonal recreation. It has no electricity, water, plumbing, septic, utilities, or vehicular access, and none are proposed. It is not rented or used commercially. The structure is located approximately 1,085 feet from the centerline of Conway Road, 210 feet from the nearest property boundary, and 500 feet from our residence. It is accessed only by footpath. All materials were carried in by hand and small cart via ATV. It sits on sonotube footings with hand-mixed concrete. No excavation, road construction, clearing, grading, or significant land disturbance occurred.

Section 423(E)

The camp represents continued reasonable, low-impact personal use of the property. It does not involve subdivision, commercial activity, or increased development intensity. The 192-square-foot, single-story structure is small in scale, naturally screened by forest, and not visible from Conway Road. It generates no traffic, wastewater, noise, or infrastructure demand and does not affect adjacent properties or the rural character described in the Town Plan. The property is not in the Flood Hazard Overlay District.

Due to its remote location and lack of utilities or access, the structure poses no public health or safety concerns. Maintenance occurs entirely on our property and does not impact public systems.

Relocating the camp would require dismantling, destruction of materials, machinery to relocate and reconstruct, causing greater environmental disturbance than leaving it in place. The structure is minimal in size and design and represents the smallest practical footprint for its intended use.

Section 424(D)

The structure does not meet standard access requirements because it is intentionally remote and foot-access only. No road, driveway, utilities, or excavation exist or are proposed. The camp is over 1,000 feet from Conway Road, well-set back from property lines, and invisible from public roads. It functions as a low-impact seasonal shelter, not a dwelling or serviced building, and creates no infrastructure or municipal service burden.

Closing Statement

We regret not obtaining a permit at the time of construction. The camp was built during the pandemic as a father-son project. We respectfully request that the DRB grant conditional use approval under Sections 423(E) and 424(D) and approve the retroactive permit for this small, seasonal, off-grid camp.

Thank you for your consideration.

Address of property: 206 CONWAY RD, STARKSBORO, VT 05487 Parcel ID (last 5 digits of SPAN): 10664

Property Owner (see Page 2): SCOTT & REBEKAH DE PINTO

Property Owner _____

Mailing Address: 206 CONWAY RD, STARKSBORO, VT 05487

Signature of Owner: [Signature] Date 2/24/26

Signature of Owner: Rebekah DePinto Date 2/24/26

Applicant (see Page 2): Same

Mailing Address: _____

Phone: _____ Email: NA

Signature of Applicant: _____ Date _____

Town of Starksboro
RECEIVED
3/2/2026

Application Type (check all that apply):

- Variance** (per section 422)
Specific relief requested: _____
- Waiver** (per section 423)
Specific relief requested: _____
- Site Plan Review** (per section 424, "S" designation in Use Table, or other Section).

Project description and Zoning Permit #: _____

- Conditional Use Review** (per section 425, "C" designation in Use Table, or other Section)

Project description and Zoning Permit #: SEASONAL CAMP

- Subdivision** (per Section 426). Pre-application meeting date: _____
_____ Minor _____ Major Total # Lots _____

- Planned Unit Development** (per Section 427). Pre-application meeting date: _____

- Appeal of decision by Zoning Administrator** (per section 421)

Permit # or other decision being appealed: _____

- Other (specify)** _____

➢ Before the application can be deemed complete, the property owner or applicant must submit with this application the applicable fees and appropriate pertinent information as required by the Starksboro Land Use and Development Regulations. Once the application is deemed complete by the Zoning Administrator or DRB, the Town has 60 days to warn a public hearing. See Page 2 and 3 for required submittals and other information.

Administrator/DRB use only

DRB Application Number: 26-DRB-02CU Fee Paid: \$375 Date Deemed Complete: 3/3/26

Warning Public Notice date: 3/5/26 Final Hearing date: 3/26/26 Date of decision: _____

DRB Chair: _____ DRB Clerk/ZA: _____

Zoning office notes: _____



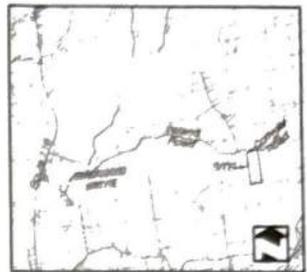
Survey Notes:

- This survey has been compiled from field surveys and record evidence including the following plat:
- Plan No. 100,000 of Arthur J. Mott, Jr. Lots 1 & 2, Southwary of Conway Road (Vermont, Addison County, Vermont), prepared by Timothy Short, L.S., dated September 3, 1999, and recorded in the Town of Starksboro Land Records as State 1485
- Readings are based on a single observation of magnetic north taken on September 11, 2012
- The public right-of-way of Conway Road is assumed to be 3 rods (49.5') as shown under Vermont Statute Title 28, Chapters 1 & 7. The right of way limits shown herein were determined by existing monumentation and the historic portion of the road.
- This property may be subject to legal rights of others including aerial, subsurface, or ancient roads, if any additional easements, restrictions, and/or reservations whether or not shown herein that may or may not be found in the "Town of Starksboro Land Records"
- There may be wells, ditches, shutoffs or otherwise, that could affect this property.
- This survey depicts the boundary lines of Duerr & Cunningham and abutting owners based on records as of August 2012
- Reproductions of this sketch are not valid unless signed with a blue inked surveyor's signature.

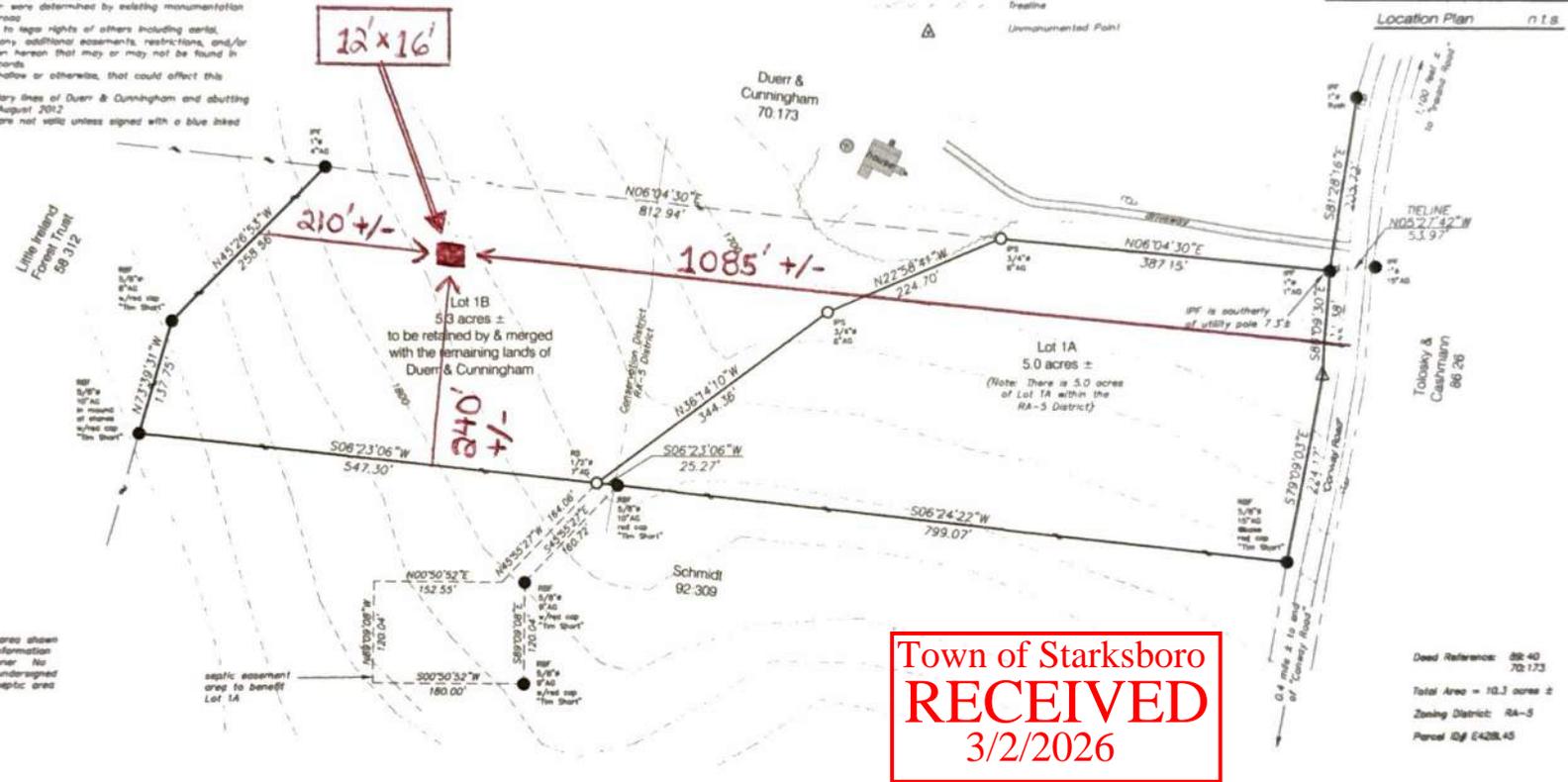
Town of Starksboro
Received for Record
April 1, AD 2012
of 8 pages 50 minutes AM
and recorded in Plat Cabinet 710
attest Kevin LaRose
Town Clerk 11-27

Legend

- Project Boundary Line
- Adjacent Boundary Line
- 1/4" x 1/4" Iron Pipe/Rebar Found
- 1/4" x 1/4" Iron Pipe/Rebar Set
- Diameter (Inside)
- ± More or Less
- AG Above Ground
- U Utility Pole
- Drilled Well
- Blazed Line
- Ditchline
- △ Unmonumented Point



Location Plan n.t.s.



NOTE: The existing septic area shown herein is based solely on information provided by the property owner. No liability is assumed by the undersigned as to the location of said septic area and/or its design/size.

**Town of Starksboro
RECEIVED
3/2/2026**

Deed Reference: 89-40
70-173
Total Area = 10.3 acres ±
Zoning District: RA-5
Parcel ID# 6428-45

Approved by Resolution of the Starksboro Planning-Commission on March 11, 2012. Subject to all requirements and conditions of said Resolution. Signed this 28 day of March, 2012
By Subject to PRB decision 4/22/2012
Kevin LaRose
Frank Pagnette

NOTE: Per the Town of Starksboro, all lighting on the property must be down-directed.

NOTE: Contour interval is 20-feet and is based solely on USGS Quod Sheet - ME Ellen. No liability is assumed by the undersigned as to the accuracy of said contours.

Exhibit E

plat showing a proposed subdivision of lands of

**BRIAN W. DUERR
&
JEAN M. CUNNINGHAM**

206 Conway Road
Starksboro, Addison County, Vermont

September 11, 2012

PROJECT #13042

compiled & prepared by
LaRose Surveys, P.C.
Land Surveys - Boundary Consultants
Water & Septic System Designers
P.O. Box 585 - 25A West Street
Bristol, Vermont 05445
802 455 5805
www.larosuresurveys.com
info@larosuresurveys.com

The information shown herein is correct to the best of my knowledge and belief and is based on a collaboration of pertinent deeds, plats, parcel, and other recorded evidence. This plat was prepared in accordance with and complies with Vermont Statute Title 27 Section 1403, (a) through (e)
Kevin LaRose
Kevin R. LaRose, L.S.



26-DRB-02CU Depinto Seasonal Camp
SRooney site visit photos 2-23-2026

Exhibit F



Town of Starksboro
Development Review Board
Minutes (DRAFT)
March 12, 2026

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

Members Not Present:

Applicants Present: Kevin Harper, Julie Herr

Visitors: None

Others Present: Stephen Rooney, Zoning Administrator

Meeting called to order by Chair Ben Campbell at 6:37 pm

Changes to the Agenda:

None

1/22/2026 Minutes Review:

Motion:

L.McCarthy moved to accept the minutes of 1/22/2026

R.Liotard seconded.

Vote: All in favor

2/26/2026 Minutes Review:

Motion:

R.Liotard moved to accept the minutes of 2/26/2026

A.Paquette seconded.

Vote: All in favor.

Public Comment: None

Hearing #26-DRB-01SD Harper-Herr 2-Lot Minor Subdivision Final Plan Review.

Introductions and Sign-in Sheet distributed.

Final Plan Review Hearing opened at 6:42pm

Chair Ben Campbell read the warning.

B.Campbell swore in the applicants.

B.Campbell asked if there were any conflicts of interest or Ex parte communications. None were reported.

Testimony:

Kevin Harper and Julie Herr reviewed the application narrative and plans, and noted the following additional information.

- 1) The boundary line adjustment between VanSteamburg-Bedard and Dickason-Namy has been executed and recorded since the hearing was warned.
- 2) The forestry land use program on the proposed Lot 2 has recently been updated and will be transferred to VanSteamburg-Bedard with the land sale, and then updated for the sugaring operation.
- 3) State wastewater exemption forms and amended wastewater permits were issued for both the VanSteamburg-Bedard/Dickason-Namy boundary line adjustment, and for this subdivision application.
- 4) A road access easement is indicated on the proposed subdivision plat through Lot 1 to the private road to the south in the event that the land sale is not consummated, so that Lot 2 if approved will have the required road access required by Section 310.C.
 - a) K.Harper asked if the easement could be removed after the final lot merger. S.Rooney noted the DRB may want to consider adding a condition to a potential decision that the easement can be removed and the plat amended without a hearing if the sale is consummated, as the lot will have road access through the VanSteamburg-Bedard property at that point.
 - b) R.Warren asked if an easement deed would be recorded. J.Herr noted it would not unless the land sale was not consummated, if not the deed would need to be filed. S.Rooney noted that if the sale is not consummated and the applicant wished to sell the land to someone else and wanted to move the easement location, it may need to go back to the DRB to amend the plat. R.Warren asked if in any event it was true that the applicant was committed to providing the easement right-of-way if necessary. K.Harper and J.Herr agreed.
- 5) K.Harper noted the history behind the lot shape with regards to Section 351.E(1), and noted the new boundary line follows an existing stone wall.
 - a) S.Rooney noted this section was discussed in the pre-application meeting with regards to the final lot merger shape, and may not apply to the current subdivision application on it's own merits.
 - b) S.Rooney noted that the last sentence in the narrative under the 351.E waiver discussion applies to 351.E(3), which was provided in error as the paragraph does not apply to this project. K.Harper agreed.
- 6) K.Harper discussed the rationale for the request to waive the 351.F building envelope requirement, as the land is intended to be undeveloped for the foreseeable future, and the effort to determine a buildable envelope area is unwarranted.
 - a) T.Perry noted that this section had also been waived on previous applications where no development is proposed.

S.Rooney briefly reviewed the remaining undiscussed exhibits J-N.

S.Rooney pointed out in Exhibit K, page 3 (Lot 2 draft warranty deed from Harper-Herr to VanSteamburg-Bedard) that the previous subdivision requirement for the 20acre set-aside is referenced and carried forward. K.Harper reviewed the set-aside on the plans. J.Herr noted that the set-aside makes sense and encloses an area that should not be built on.

S.Rooney noted that exhibit M purchase and sale agreement includes a draft deed that will be replaced by Exhibit K once the sale is finalized.

T.Perry inquired about the Lot 1 wastewater permit. K.Harper explained the history of the original permit and replacement treatment area, and the State's amendment of that permit to address the new subdivision lot line.

B.Campbell questioned the calculation of the building rights table shown on the draft plat, and S.Rooney confirmed the table only deals with this subdivision and does not address the merged lot. S.Rooney confirmed that the 20acre set-aside is included in the rights table as there is no clear direction to not to include it in the bylaws. S.Rooney noted, however, that a building right does not automatically mean a building can technically be developed on a lot if it violates other sections of the bylaws.

S.Rooney noted the final VanSteamburg-Bedard lot merger cannot take place until the land is sold, which cannot take place until the subdivision is approved and recorded.

Motion:

E.Boardman moved that the application be accepted as meeting the criteria for a minor subdivision. B. Campbell seconded.

Vote: All in favor.

R.Warren asked what the process would be if the building envelope is waived and not indicated. S.Rooney noted that there isn't a set process; it was handled by adding a DRB condition to the last application that was granted this waiver that the DRB review the proposed development and not just receive a review for a zoning permit from the ZA.

B.Campbell read the exhibit list. S.Rooney noted there were no additions to be made.

Motion:

L.McCarthy moved to close the hearing. A.Paquette seconded.

Vote: All in favor.

The applicants were dismissed.

Motion:

L.McCarthy moved to go into Deliberative Session at 7:33pm. B.Campbell seconded.

Vote: All in favor.

Motion:

B.Campbell made a motion to adjourn at 8:00pm. E.Boardman seconded. **Vote:** All in favor.