

Starksboro Development Review Board Agenda

Thursday, September 25, 2025 @ 6:30 pm.

TOWN CLERK'S OFFICE AND VIA ZOOM

Instructions for remote participation below

TIME	TOPIC
6:30	Meeting called to order Introductions and visitor sign-in. 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
6:40	Public hearing: 25-DRB-07SD Minor Subdivision Final Plat Hearing for Matthew Norris on Parcel 10605.
7:40	Review and approve minutes from 9/11/25
7:50	Future Agenda Planning
8:00	Deliberative Session (if required).
8:30	Adjournment

Remote Access via Zoom

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

Meeting ID: 896 1741 5124

Or by Phone: +13052241968

Date of Hearing: September 25, 2025 Final Plat Hearing

TOWN OF STARKSBORO
EXHIBIT LIST

Exhibit #	Exhibit/evidence	Date entered	Comments
A	Warning dated 9/4/2025	9/16/2025	
B	Email from Barnard and Gervais re: Abutter mailings dated 9/9/2025, List of Abutters rec'd 8/26/25, and Certified Mail Receipts rec'd 9/9/2025	9/16/2025	
C	DRB Minor Subdivision Application rec'd 8/26/2025	9/16/2025	
D	Owner Authorization Letter from Barnard & Gervais dated 9/4/26, rec'd 9/9/2025	9/16/2025	
E	Application Cover Letter dated 8/26/25 from Barnard & Gervais, rec'd 8/26/2025	9/16/2025	
F	Project Description dated May 13, 2025, received 8/26/2025	9/16/2025	
G	Overall Subdivision Plan S-1 dated 8/12/2025, rec'd 8/26/25	9/16/2025	
H	Site Plan S-2 dated 8/12/2025, rec'd 8/26/2025	9/16/2025	
I	Two-Lot Subdivision Survey Plat PL-1 dated 8/12/2025, rec'd 8/26/2025	9/16/2025	
J	Sample Declaration of Covenants (re: Shared Road Maintenance), unexecuted, rec'd 8/28/2025	9/16/2025	

Town of Starksboro
Development Review Board
Notice of Hearing

Mathew Norris submitted a subdivision application (25-DRB-07SD) for Final Plat Review of a Two-Lot Subdivision located on a 10.8 +-acre parcel (10605) at 499 Lafayette Rd, South Starksboro. The proposed subdivision is in the LDRC/FC. The hearing on the application will be held per Sec. 426 of the Starksboro Land Use and Development Regulations (SLUDR).

The Starksboro Development Review Board will conduct the hearing on **September 25, 2025**, starting at 6:30p.m. at the Starksboro Town Office with remote access (info below). The full application is available to review by request of the Starksboro zoning office, and on the website at <https://www.starksborovt.org/agendas-and-minutes>

Pursuant to 24 V.S.A. §§ 4464(a)(1)(C) participation in this local proceeding is prerequisite to the right to take any subsequent appeal.

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

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

Meeting ID: 896 1741 5124

Or by Phone: +13052241968

Date : September 4, 2025

Steve Rooney

From: Sydney Eales <sydney@barnardandgervais.com>
Sent: Tuesday, September 9, 2025 11:06 AM
To: Steve Rooney; Jason Barnard
Subject: Norris application supplementary docs.
Attachments: Approval to act on behalf.pdf; Abutters mailing.pdf

Hi Steve,

I'm glad to hear all went well with your operation and I hope you are resting well.

Attached below I have the certified mailing for the abutters notifications and Mathew Norris' authorization form allowing us to act on his behalf.

If you would like a paper version of these documents, let me know and I can have them mailed to you.

As always, if you have any questions let me know.

Kind regards,

--

Sydney Eales - Office Manager
Barnard & Gervais, LLC

PO Box 133
Hinesburg, VT 05461
Office Number: (802)482-2597

BARNARD & GERVAIS

Barnard & Gervais, LLC is a small business. It is not a corporation or a partnership.



Mathew A. Norris
10.8± Acre Parcel
Two-Lot Subdivision
499 Lafayette Road
South Starksboro, Vermont

Adjoining Property Owners

Landowner	Address
David & Amie Whitcomb	639 Lafayette Road Starksboro, VT 05487
Michael A. Shepard & Erin R. Buckwater	1001 Robert Young Road Starksboro, VT 05487
Patrick James Beall & Arel Lynn Martinez Brumbaugh	987 Robert Young Road Starksboro, VT 05487
James A. & Samantha A. Sawyer	839 Robert Young Road Starksboro, VT 05487
William N. & Molly K. Fontaine	745 Robert Young Road Starksboro, VT 05487
Joseph A & Roneita F. Downey Enhanced Life Estate	643 Robert Young Road Starksboro, VT 05487

rec'd 9/9/25
SRooney

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CERTIFIED MAIL® RECEIPT
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For delivery information, visit our website at www.usps.com®.

Starksboro, VT 05487

Certified Mail Fee \$5.30
\$0.00
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.78

Total Postage and Fees \$6.08

Sent To Michael Shepard & Erin Buckwater
Street and Apt. No., or PO Box No. 1001 Robert Young Rd
City, State, ZIP+4® Starksboro, VT 05487

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Postage \$0.78

Total Postage and Fees \$6.08

Sent To James & Samantha Sawyer
Street and Apt. No., or PO Box No. 839 Robert Young Rd
City, State, ZIP+4® Starksboro, VT 05487

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.78

Total Postage and Fees \$6.08

Sent To Joseph & Ronetta Downey Estate
Street and Apt. No., or PO Box No. 643 Robert Young Rd
City, State, ZIP+4® Starksboro, VT 05487

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Exhibit B

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☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.78

Total Postage and Fees \$6.08

Sent To David & Amie Whitcomb
Street and Apt. No., or PO Box No. 639 Lafayette Road
City, State, ZIP+4® Starksboro, VT 05487

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.78

Total Postage and Fees \$6.08

Sent To Patrick J. Beall & Arel Lynn Brumbaugh
Street and Apt. No., or PO Box No. 987 Robert Young Road
City, State, ZIP+4® Starksboro, VT 05487

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.78

Total Postage and Fees \$6.08

Sent To William N & Molly Fontaine
Street and Apt. No., or PO Box No. 745 Robert Young Rd
City, State, ZIP+4® Starksboro, VT 05487

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

rec'vd 8/26/25
S Rooney

Development Review Board Application

Exhibit C

Town of Starksboro

P.O. Box 91, Starksboro, VT 05487

Parcel ID Number: 10605 **Address of property:** 499 Lafayette Road

Owners of Record: Mathew A. Norris

Phone: (day) _____ (evening) _____ Email: _____

Mailing Address: 499 Lafayette Road, Starksboro

Signature of Owners:  _____

Applicant: Mathew A. Norris Phone #: _____

Mailing Address: 499 Lafayette Road, Starksboro, VT 05487

Signature of Applicants:  _____

Application Type: (check only one)

- ☐ **Home-based/On Farm Business** (per chapter 340)
- ☐ **Variance** (per section 422)
- ☐ **Waiver** (per section 423)
- ☐ **Site Plan Review** (per section 424)
- ☐ **Conditional Use Review** (per section 425)
- ☒ **Subdivision** (per chapter 350 and section 426)
 x Minor _____ Major _____ Total # Lots 2
- ☐ **Planned Unit Development** (per chapter 350 and section 427)
- ☐ **Change of a nonconforming/Abandonment or Discontinuance** (per chapter 120)
- ☐ **Appeal from decision of Zoning Administrator** (per section 421)
- ☐ **Other**

Reason for application or appeal: Two lot subdivision - Final Plat.

Specific relief requested: _____

Section of Town bylaw/regulation in question: _____

- The property owner or applicant will submit with this application the applicable fees, together with appropriate plans, diagrams, sketches, maps and/or all additional pertinent information and data as required by statute and the Town's Bylaws in reference to the above application or appeal.

Administrator/DRB use only

Application Number: 25-DRB-07SD **Zoning District:** LDRC / FC

Fee Paid: \$375 **Date Received Complete:** 9/2/2025

Public Notice date: 9/4/2025 Final Hearing date: 9/25/2025 Date of decision: ____/____/____

DRB Chair: _____ DRB Clerk/ZA: _____

Zoning office notes: _____

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SRooney

BARNARD & GERVAIS, LLC

Land Surveyors, Licensed Designers, Environmental Consultants

www.barnardandgervais.com



September 4, 2025

Barnard and Gervais, LLC
PO Box 133
Hinesburg, VT 05461

Authorization Letter

Re: Authorization to Act on Behalf of Property Owner

Dear Steve,

I, the undersigned, hereby confirm that I am duly authorized by the legal owner of the property located at:

Property Address: 499 Lafayette Road, Starksboro

to act on their behalf in connection with the following application:

Application Description: Two-Lot Subdivision

This authorization includes, but is not limited to:

- Preparing, submitting, and managing the application on the Owner's behalf;
- Representing the Owner in all related matters before the relevant authorities;
- Sending and receiving all correspondence related to the application like approvals or determinations;
- Making decisions or representations as required during the course of the application process.

Furthermore, this authorization extends to **employees of Barnard and Gervais, LLC**, permitting them to act on behalf of the Owner with respect to this project, as described above.

This authorization shall remain in effect until completion of the application process or until it is revoked in writing by the Owner.

Authorized Representative Contact Details:

Name: **Jason S. Barnard**

Company: **Barnard & Gervais, LLC**

Phone: 802-482-2597

Email: Jason@barnardandgervais.com

Owner & Representative Details and Signature:

Name of Legal Owner: **Mathew A. Norris**

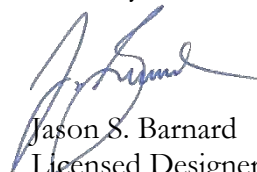
Owner Representative: **Mathew A. Norris**

Signature of Owner: 

Signature of Authorized Representative: 

Date: 9/5/2025

Sincerely,



Jason S. Barnard
Licensed Designer #126179

c: Mathew A. Norris

BARNARD & GERVAIS, LLC

Land Surveyors, Licensed Designers, Environmental Consultants

www.barnardandgervais.com



August 26, 2025

Town of Starksboro
Attn: Steve Rooney, ZA
PO Box 91
Starksboro, VT 05487

Subject: Mathew A. Norris – Two-Lot Subdivision Survey Plat, Existing 10.8± Acre Parcel, 499 Lafayette Road, Starksboro, Vermont – Final Plat Hearing Application and Required Information

Dear Steve:

I am writing on behalf of Mathew A. Norris to formally request a final plat hearing for a proposed two-lot subdivision of his existing 10.8± acre developed residential property located 499 Lafayette Road in Starksboro, Vermont.

In accordance with the Town of Starksboro Land Use and Development Regulations, the following items are respectfully submitted:

1. Project Narrative.
2. Town of Starksboro Development Review Board (DRB) Application.
3. Application Fee.
4. Names and Addresses of Adjoining Property Owners.
5. Subdivision Site Plan Drawings S-1 & S-2 dated August 12, 2025.
6. Survey Plat PL-1 dated August 12, 2025.

Please review the included information and let me know if there are any other items that are required for the final plat hearing. In the meantime, should you have any questions or comments, please do not hesitate to give me a call at (802) 482-2597.

Sincerely,

Jason S. Barnard
Licensed Designer #126179

c: Mathew A. Norris

Mathew A. Norris
Existing 10.8± Acre Parcel
Two-Lot Subdivision
499 Lafayette Road
South Starksboro, Vermont
May 13, 2025

Project Description

Mathew A. Norris owns an existing 10.8± acre developed residential parcel located at 499 Lafayette Road in South Starksboro. The subject parcel is developed with a 3-bedroom single-family residence and 1-bedroom accessory dwelling unit (ADU) that is served by an existing on-site in-ground wastewater disposal system and is provided water by an on-site drilled well. Mr. Norris is proposing to subdivide the parcel and create a new 1.52± acre parcel that will be developed with a single-family residence and ADU. The new residence will be served by an on-site wastewater system and drilled well.

Town of Starksboro, Land Use and Development Regulations

In accordance with **Section 426.E Review Criteria** of the Town of Starksboro Land Use and Development Review regulations, the applicant shall demonstrate to the Development Review Board (DRB) that the project conforms to the review criteria listed below.

- **Siting and Suitability** – The proposed subdivision will situate the Lot 2 residential structure within a mile of VT Route 17 and will be located so that there is adequate distance from the existing residential structure. The property is not subject to periodic flooding or poor drainage. The proposed subdivision has been designed in accordance with the density and dimensional standards presented in Section 211. A building envelope has been delineated as required in Sections 243.B and 263.C.
- **Natural Features** – The proposed subdivision boundary is based on existing natural features, site improvements and historic use to the greatest extent practicable. This layout is designed to minimize natural feature disturbance, including the continued use of the existing means of ingress/egress in order to minimize clearing and impervious surface area. Overall, the project area does not include any flood hazard areas and will not have undue adverse impact on any significant wildlife habitat. Wetlands associated with the property are located on the westerly portion of the parcel and no impacts will result from the proposed subdivision. There are no prime and/or statewide agricultural soils associated with the subject property.
- **Character of the Area and Privacy** – The general character of the area associated with part of South Starksboro is single-family rural residential homes and agriculture (maple sugaring). The proposed subdivision will continue to provide single-family homes on parcels that are larger than the minimum density requirements for the low density residential and commercial zoning district.
- **Energy Conservation and Access to Renewable Energy** – The majority of the land within the subdivision is open lawn and wooded area. The new residential structure will be constructed to meet the most recent energy conservation standards, including the VT

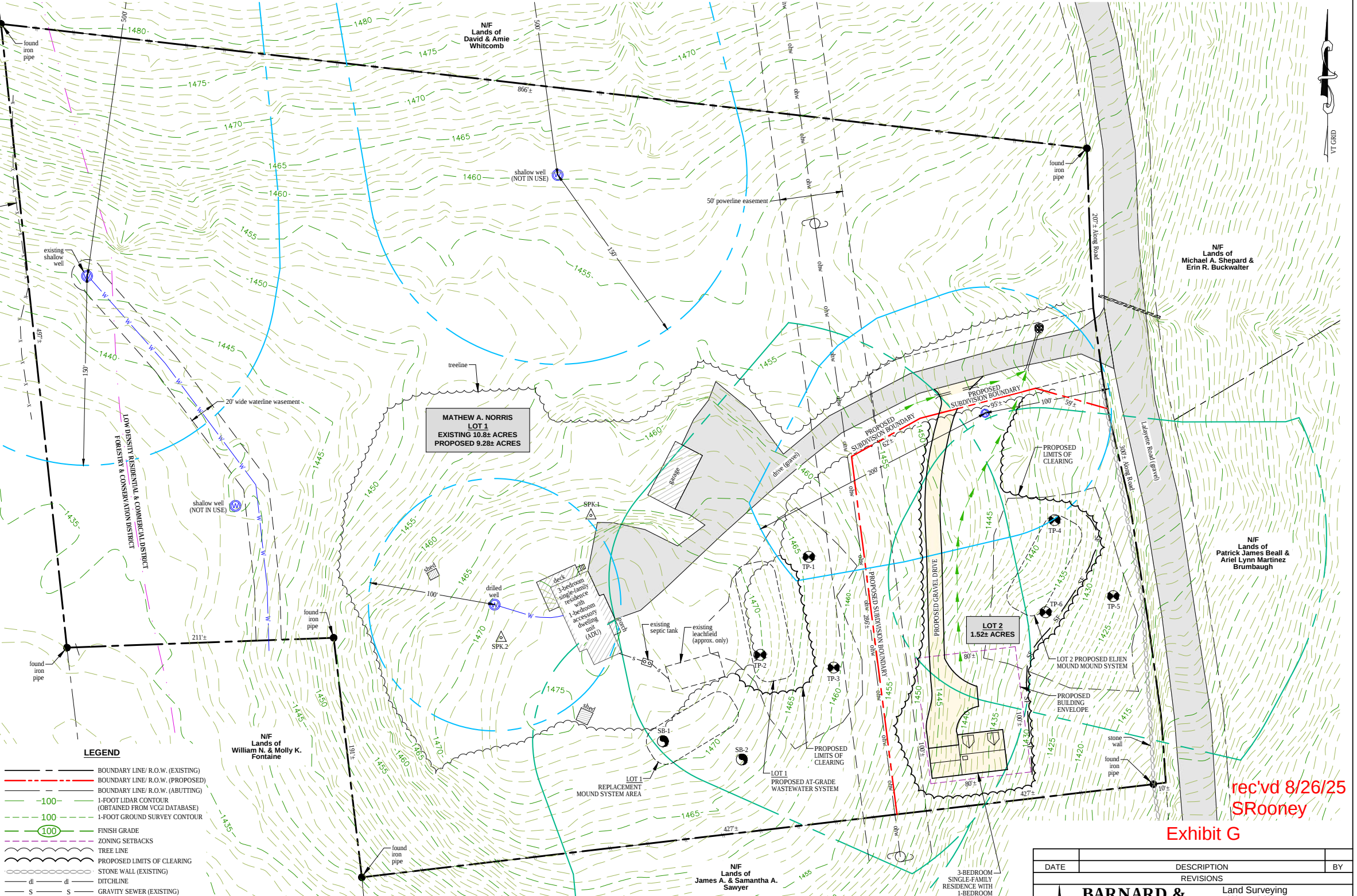
Residential Building Energy Standards. It is expected that LED lighting will be utilized along with energy-efficient heating system(s) and appliances.

- **Access and Circulation** – The new parcel will be accessed via an existing drive off Lafayette Road. As such, no new access/curb cut is required for the project. The addition of the one (1) new parcel is not expected to have an undue adverse impact on the condition, capacity, safety or function of Lafayette Road. Given the large lot size and rural character of the property, pedestrian access within the proposed subdivision is not applicable to this project.
- **Infrastructure, Utilities, Facilities and Services** – Lafayette Road is a town road and is maintained by the Town of Starksboro. Starksboro presently provides fire service to this area and will continue to provide this service. Utilities are currently located on the property and are easily accessible to the proposed subdivision. All utilities will be constructed subsurface interior to the subdivision.
- **Lighting** – Any new lighting will be typical of rural residential homes and will be designed and constructed so that exterior lighting is down-shielded to mitigate light trespass off the proposed parcels and therefore all new exterior lighting will be compliant with Section 314 of the Starksboro Land Use Regulations. Further, it is expected that lighting will utilize the most up-to-date and energy-efficient fixtures.
- **Recreation** – The remaining lands (Lot 1) leave adequate area for recreation (i.e. walking trails, hunting, etc. Therefore, no shared or common lands is being proposed as part of this project.
- **Stormwater** – Since the project creates less than 10,000 square feet of new impervious area, a stormwater collection and treatment system is not required for the project. However, to address neighbors concerns that were raised during the sketch plan meeting, best practices relative to stormwater for low-impact development were utilized for the project. Stormwater from the drive will be collected via a grassy swale with a shallow gradient and will be conveyed to a natural wetland area to the north of the current drive. This natural area will allow stormwater to dissipate and ultimately flow into culverts and natural drainage feature on the east side of Lafayette Road. Erosion control measures such as silt fence will be utilized to mitigate erosion and sediment run off during construction.



Project Location Map
Not to Scale

- PROJECT NOTES:
1. THIS IS NOT A BOUNDARY SURVEY. PROJECT PERMETER LINES ARE BASED ON A PLAN ENTITLED "LANDS OF MATHEW NORRIS, 499 LAFAYETTE ROAD, STARKSBORO, VERMONT, TWO-LOT SUBDIVISION SURVEY PLAT" BY BARNARD AND GERVAIS, LLC, DATED 08/12/2025.
 2. THE LOCATIONS OF EXISTING PHYSICAL FEATURES ON THIS PLAN ARE BASED ON A TOPOGRAPHIC SURVEY COMPLETED BY BARNARD AND GERVAIS, LLC IN DECEMBER 2024.
 3. THE ELEVATIONS ON THIS PLAN WITHIN THE DASHED BOUNDARIES SHOWN ARE 1-FOOT CONTOURS BASED ON NAVD80 (GEOID12B) ESTABLISHED FROM SURVEY GRADE GNSS READINGS COLLECTED WITH A TRIMBLE R12, GNSS RECEIVER ADJUSTED TO VERMONT GRID ON RANDOM CONTROL POINTS USING REAL TIME KINEMATIC CORRECTIONS FROM A VIRTUAL REFERENCE STATION OF THE VT CORS NETWORK. THE ELEVATIONS ON THIS PLAN OUTSIDE THE DASHED BOUNDARIES SHOWN ARE 1-FOOT LIDAR CONTOURS OBTAINED FROM THE STATE OF VERMONT VCGI OPEN DATA PORTAL DATABASE.
 4. FOR CLARITY, TEXT IDENTIFYING EXISTING ITEMS IS LOWER CASE; TEXT IDENTIFYING PROPOSED ITEMS IS UPPER CASE.
 5. NO ATTEMPT HAS BEEN MADE TO LOCATE ANY UNDERGROUND UTILITIES BY BARNARD AND GERVAIS, LLC. THE CONTRACTOR WILL BE RESPONSIBLE FOR CONTACTING DIG SAFE TO HAVE ANY UNDERGROUND UTILITIES MARKED PRIOR TO ANY EXCAVATION OR SITE WORK. THE CONTRACTOR SHALL NOTIFY THE DIG SAFE NETWORK AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
 6. THIS WASTEWATER DISPOSAL SYSTEM HAS BEEN DESIGNED IN ACCORDANCE WITH THE STATE OF VERMONT, AGENCY OF NATURAL RESOURCES, ENVIRONMENTAL PROTECTION RULES, CHAPTER 1, "WASTEWATER SYSTEM AND POTABLE WATER SUPPLY RULES" EFFECTIVE NOVEMBER 6, 2023.
 7. THE EXISTING CONCRETE SEPTIC TANK SHALL BE PUMPED OUT, INSPECTED AND CONFIRMED TO BE 1,000 GALLONS IN SIZE. IF THE TANK IS WATER-TIGHT, IT CAN BE REUSED AS PART OF THE REPLACEMENT SYSTEM. IF THE TANK IS REUSED, IT SHALL BE RETROFITTED WITH A POLYLOK PL-122 EFFLUENT FILTER OR APPROVED EQUAL. THE FILTER ACCESS IS REQUIRED TO BE COMPLETED FLUSH WITH THE FINISH GRADE AND IT IS RECOMMENDED THAT THE PUMP OUT COVER BE FITTED WITH RISERS AND COMPLETED FLUSH WITH THE FINISH GRADE. IF THE EXISTING SEPTIC TANK IS IN POOR CONDITION OR IS NOT WATER-TIGHT, IT SHALL BE REMOVED AND REPLACED WITH A NEW 1,000 GALLON CONCRETE SEPTIC TANK WITH APPROVED EFFLUENT FILTER.
 8. THE EXISTING LEACHFIELD WAS NOT FIELD VERIFIED, THE SYSTEM SHALL BE ABANDONED IN-PLACE. THE EXISTING DISTRIBUTION BOX SHALL BE LOCATED, PUMPED OUT, COLLAPSED AND FILLED WITH A GRANULAR MATERIAL. ALL WASTEWATER PIPING ENCOUNTERED DURING THE WORK SHALL BE CUT AND CAPPED.
 9. THE PROPERTY WAS REVIEWED FOR WETLANDS BY DEREK THIBODEAU OF BARNARD AND GERVAIS, LLC ON AUGUST 18, 2025. THE WETLANDS ASSOCIATED WITH THE PARCEL ARE ON THE WESTERLY PORTION OF THE PROPERTY. NO WETLANDS WERE OBSERVED IN THE VICINITY OF PROPOSED LOT 2.
 10. BARNARD & GERVAIS, LLC IS NOT RESPONSIBLE FOR ANY ASPECTS OF HEALTH AND SAFETY ASSOCIATED WITH THIS PROJECT.
 11. ALL EXCAVATION WORK SHALL BE PERFORMED IN ACCORDANCE WITH APPLICABLE STATE OF VERMONT, OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (VOSH) GUIDELINES FOR TRENCH EXCAVATIONS.
 12. THE CONTRACTOR AND/OR LANDOWNER SHALL ADHERE TO THE GUIDELINES SET FORTH IN THE STATE OF VERMONT EROSION AND SEDIMENT CONTROL HANDBOOK FOR CONSTRUCTION SITES. IT IS THE RESPONSIBILITY OF THE LANDOWNER OR SITE CONTRACTOR TO ENSURE THESE GUIDELINES ARE FOLLOWED AND EROSION/SEDIMENT CONTROL MEASURES ARE MAINTAINED THROUGHOUT THE COURSE OF THE PROJECT.
 13. AS SHOWN, THE PROJECT CONTAINS 6,415 SF (0.15 AC.) OF NEW IMPERVIOUS SURFACE AREA.



rec'vd 8/26/25
S Rooney

Exhibit G

ZONING DATA	ZONING DATA
DISTRICT: (LDRC) LOW DENSITY RESIDENTIAL & COMMERCIAL	DISTRICT: (FC) FORESTRY & CONSERVATION
MINIMUM DISTRICT STANDARDS:	MINIMUM DISTRICT STANDARDS:
RESIDENTIAL DENSITY = 1 DU / 5 AC.	RESIDENTIAL DENSITY = 1 DU / 25 AC.
LOT SIZE:	LOT SIZE:
RESIDENTIAL = 1 AC. MIN.	RESIDENTIAL = 1 AC. MIN.
NON-RESIDENTIAL = 5 AC. MIN.	NON-RESIDENTIAL = 5 AC. MIN.
FRONTAGE:	FRONTAGE:
<2 AC. = 100' MIN.	<2 AC. = 100' MIN.
2 TO <5 AC. = 150' MIN.	2 TO <5 AC. = 150' MIN.
5 TO <10 AC. = 200' MIN.	5 TO <10 AC. = 200' MIN.
10 AC. OR MORE = 500' MIN.	10 AC. OR MORE = 500' MIN.
LOT COVERAGE:	LOT COVERAGE:
RESIDENTIAL = 20% MAX.	RESIDENTIAL = 10% MAX.
NON-RESIDENTIAL = LESSER OF 20% OR 3 AC. MAX.	NON-RESIDENTIAL = LESSER OF 5% OR 3 AC. MAX.
SETBACKS:	SETBACKS:
ROAD CENTERLINE = 75' MIN.	ROAD CENTERLINE = 75' MIN.
SIDE & REAR:	SIDE & REAR:
RESIDENTIAL = 20' MIN.	RESIDENTIAL = 20' MIN.
NON-RESIDENTIAL = 50' MIN.	NON-RESIDENTIAL = 50' MIN.
BUILDING HEIGHT = 35' MAX.	BUILDING HEIGHT = 35' MAX.

OWNER:
MATHEW NORRIS
DEED - Vol. 58, PG. 295
SPAN # 615-193-10605
PARCEL ID # 10605
ACRES: 10.80

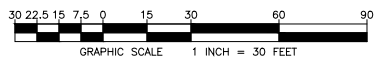
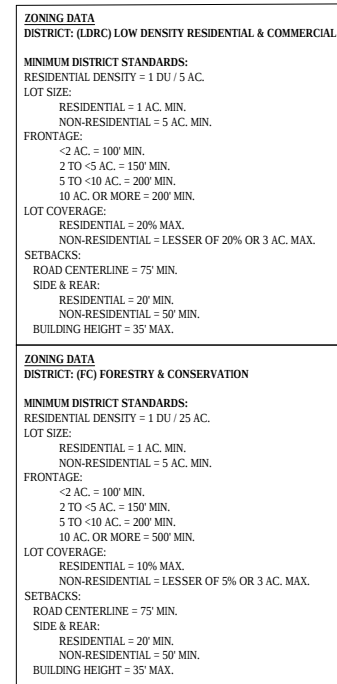
SIGNATURE:



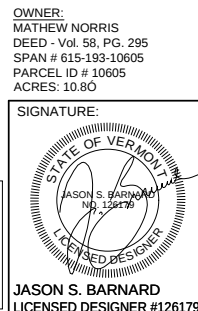
JASON S. BARNARD
LICENSED DESIGNER #126179

DESIGNER CERTIFICATION STATEMENT
I HEREBY CERTIFY THAT, IN THE EXERCISE OF MY REASONABLE PROFESSIONAL JUDGEMENT, THE DESIGN-RELATED INFORMATION SUBMITTED WITH THIS APPLICATION IS TRUE AND CORRECT AND THE DESIGN INCLUDED IN THIS APPLICATION FOR A PERMIT COMPLIES WITH THE VERMONT WASTEWATER SYSTEM AND POTABLE WATER SUPPLY RULES.

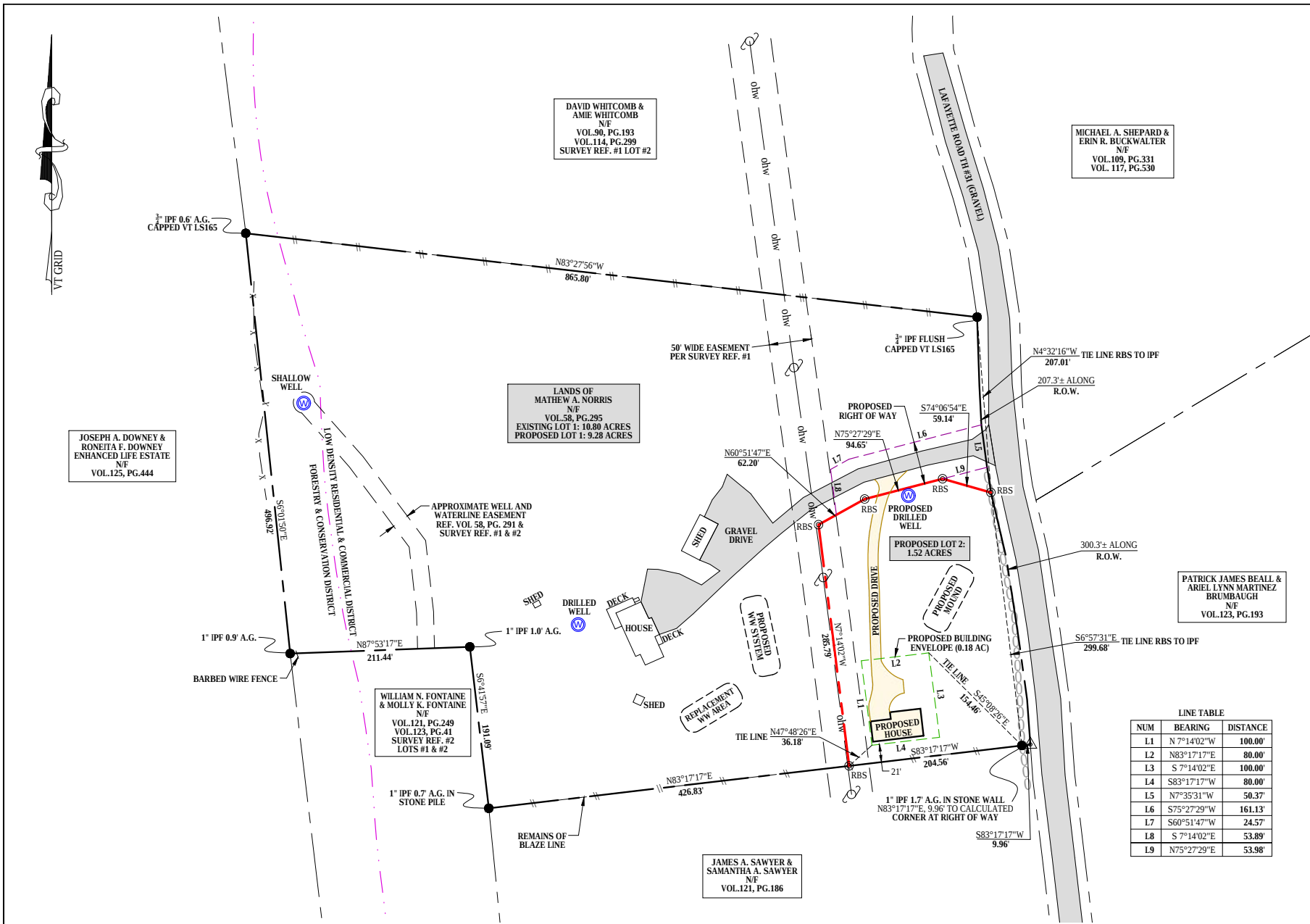
DATE	DESCRIPTION	BY
REVISIONS		
 BARNARD & GERVAIS, LLC Land Surveying Water & Wastewater Environmental Consulting		
167 Main Street, P.O. Box 820 Enosburg Falls, VT 05450 Telephone: (802) 923-5168	10523 VT Route 116, P.O. Box 133 Hinesburg, VT 05461 Telephone: (802) 462-2597	PROJECT NO. 24320
TWO-LOT SUBDIVISION POTABLE WATER & WASTEWATER DISPOSAL SYSTEM DESIGNS		DATE: 08-12-2025
MATHEW A. NORRIS		SCALE: 1" = 40'
499 LAFAYETTE ROAD, STARKSBORO, VERMONT		SURVEY: AW, DT
OVERALL SUBDIVISION PLAN		DRAWN: CS
THESE PLANS WITH LATEST REVISIONS SHOULD ONLY BE USED FOR THE PURPOSE SHOWN BELOW:		CHECKED: JB
☐ PRELIMINARY DRAFT ☒ FINAL STATE REVIEW		DRAWING NO. S-1
		SHEET 1 OF 5



DESIGNER CERTIFICATION STATEMENT
I HEREBY CERTIFY THAT, IN THE EXERCISE OF
MY REASONABLE PROFESSIONAL JUDGEMENT,
THE DESIGN-RELATED INFORMATION
SUBMITTED WITH THIS APPLICATION IS TRUE
AND CORRECT AND THE DESIGN INCLUDED IN
THIS APPLICATION FOR A PERMIT COMPLIES
WITH THE VERMONT WASTEWATER SYSTEM
AND POTABLE WATER SUPPLY RULES.



DATE		DESCRIPTION		BY
REVISIONS				
	BARNARD & GERRAIS, LLC 167 Main Street, P.O.Box 520 Enosburg Falls, VT 05450 Telephone: (802) 933-5168		Land Surveying Water & Wastewater Environmental Consulting 10523 VT Route 116, P.O.Box 133 Hinesburg, VT 05461 Telephone: (802) 482-2597	
TWO-LOT SUBDIVISION POTABLE WATER & WASTEWATER DISPOSAL SYSTEM DESIGNS				
DATE: 08-12-2025				
SCALE: 1" = 30'				
SURVEY: AW, DT				
DRAWN: CS				
CHECKED: JB				
DRAWING NO				
S-2				
SHEET 2 OF 5				



LEGEND

- PROJECT BOUNDARY LINES
- PROPOSED BOUNDARY LINES
- ABUTTING BOUNDARY LINES
- EXISTING EASEMENT / RIGHT-OF-WAY
- PROPOSED RIGHT-OF-WAY
- BUILDING SETBACK LINES
- IRON PIPE FOUND
- REBAR SET
- CALCULATED CORNER
- ABOVE GRADE
- BELOW GRADE
- NOW OR FORMERLY
- UTILITY POLE & OVERHEAD WIRES
- BARBED WIRE FENCE
- STONE WALL
- BLAZED LINE OF TREES

TOW OF STARKSBORO BUILDING RIGHTS TABLE

IN ACCORDANCE WITH SECTION 351.D OF THE TOWN OF STARKSBORO, VERMONT LAND USE AND DEVELOPMENT REGULATIONS ZONING BYLAWS EFFECTIVE 1/28/2020, THE TOTAL NUMBER OF BUILDING RIGHTS ON THE PARCEL PRIOR TO SUBDIVISION SHALL BE ALLOCATED AMONG THE RESULTING LOTS. CALCULATIONS OF THE BUILDING RIGHTS WERE MADE USING THE ACREAGES SHOWN HEREON AND ZONING DISTRICT DENSITY REQUIREMENTS STATED IN THE AFOREMENTIONED ZONING REGULATIONS.

EXISTING PARCEL	TOTAL # OF BUILDING RIGHTS	PROPOSED PARCELS	BUILDING RIGHTS USED	BUILDING RIGHTS REMAINING
LOT 1	2	LOT 1	1	0
		LOT 2	1	0

ZONING DATA
DISTRICT: (LDRC) LOW DENSITY RESIDENTIAL & COMMERCIAL

MINIMUM DISTRICT STANDARDS:
RESIDENTIAL DENSITY = 1 DU / 5 AC.
LOT SIZE:
RESIDENTIAL = 1 AC. MIN.
NON-RESIDENTIAL = 5 AC. MIN.

FRONTAGE:
<2 AC. = 100' MIN.
2 TO <5 AC. = 150' MIN.
5 TO <10 AC. = 200' MIN.
10 AC. OR MORE = 200' MIN.

LOT COVERAGE:
RESIDENTIAL = 20% MAX.
NON-RESIDENTIAL = LESSER OF 20% OR 3 AC. MAX.

SETBACKS:
ROAD CENTERLINE = 75' MIN.
SIDE & REAR:
RESIDENTIAL = 20' MIN.
NON-RESIDENTIAL = 50' MIN.
BUILDING HEIGHT = 35' MAX.

ZONING DATA
DISTRICT: (FC) FORESTRY & CONSERVATION

MINIMUM DISTRICT STANDARDS:
RESIDENTIAL DENSITY = 1 DU / 25 AC.
LOT SIZE:
RESIDENTIAL = 1 AC. MIN.
NON-RESIDENTIAL = 5 AC. MIN.

FRONTAGE:
<2 AC. = 100' MIN.
2 TO <5 AC. = 150' MIN.
5 TO <10 AC. = 200' MIN.
10 AC. OR MORE = 500' MIN.

LOT COVERAGE:
RESIDENTIAL = 10% MAX.
NON-RESIDENTIAL = LESSER OF 5% OR 3 AC. MAX.

SETBACKS:
ROAD CENTERLINE = 75' MIN.
SIDE & REAR:
RESIDENTIAL = 20' MIN.
NON-RESIDENTIAL = 50' MIN.
BUILDING HEIGHT = 35' MAX.

SURVEY REFERENCES:

1. "A MAP OF A PARCEL OF LAND, AS SUBDIVIDED, OF BETTY J. NORRIS, STARKSBORO, VERMONT," DATED 22 MAY 1998 BY KENNETH G. WESTON AND RECORDED IN THE TOWN OF STARKSBORO MAP RECORDS MAP SLIDE #65E.

2. "LANDS OF KELLY NORRIS 745 ROBERT YOUNG ROAD, STARKSBORO, VERMONT, 2-LOT SUBDIVISION PLAT," DATED 4/3/2014 BY NORTHERN LAND SURVEYING, LLC." AND RECORDED IN THE TOWN OF STARKSBORO MAP RECORDS MAP SLIDE #78F.

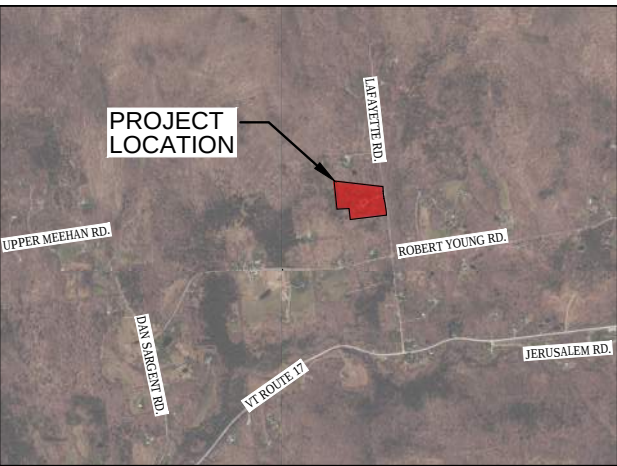
I CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THIS PLAN IS BASED ON INFORMATION ABSTRACTED FROM PERTINENT DEEDS AND/OR OTHER OFFICIAL RECORDS AND CONFORMS TO THE REQUIREMENTS OF 27 VSA § 1403.

DATED THIS _____ DAY OF _____, 20____.

L.S. 0132699

PARCEL INFORMATION
OWNER: MATHEW A. NORRIS
VOL.58, PG.295
SPAN: 615-193-10605
PARCEL ID: 10605

DRAFT



LOCATION PLAN
N.T.S.

SURVEY NOTES:

1. BEARINGS SHOWN HEREON WERE GENERATED FROM SURVEY GRADE GPS READINGS COLLECTED WITH A TRIMBLE R12I GPS RECEIVER ON RANDOM CONTROL POINTS AND ADJUSTED TO VT GRID NAD83(2011) USING REAL TIME KINEMATIC CORRECTIONS FROM CORS STATION VCAP.

2. NO ATTEMPT HAS BEEN MADE TO LOCATE OR IDENTIFY ANY EASEMENTS OR RIGHTS OF WAYS UNLESS OTHERWISE SHOWN ON THIS PLAN.

3. A SURVEY WAS COMPLETED IN DECEMBER, 2024 USING A TRIMBLE R750 BASE AND A TRIMBLE R780 ROVER CONFIGURATION. THE RESULTING ERROR MEETS OR EXCEEDS THE MINIMUM REQUIRED POSITIONAL STANDARDS FOR A SUBURBAN SURVEY AS ESTABLISHED BY THE VERMONT BOARD OF LAND SURVEYORS.

4. ALL EVIDENCE OF MONUMENTATION FOUND ON THE SURVEYED PREMISES IS SHOWN HEREON. MONUMENTATION FOUND IS CONSIDERED TO BE IN GOOD AND STABLE CONDITION UNLESS OTHERWISE NOTED. ALL IRON PIPE DIMENSIONS PERTAIN TO INSIDE DIAMETER UNLESS OTHERWISE NOTED.

5. THE RIGHT OF WAY WIDTH FOR LAFAYETTE ROAD, TOWN HIGHWAY #31, OF 3 RODS (49.5') IS BASED ON PREVIOUS SURVEYS OF RECORD, MONUMENTATION FOUND, THE TRAVELED WAY AND VERMONT STATE STATUTE.

6. ALL AREA CALCULATIONS ARE BASED ON THE EDGE OF THE RIGHTS OF WAY OF SAID ROAD AND NOT THE CENTERLINE THEREOF.

7. ALL REBARS SET ARE 5/8" WITH A CAP STAMPED AWW VTL5 0132699 AND ALL MONUMENTATION FOUND IS AS NOTED.

8. UNAUTHORIZED ALTERATIONS AND/OR MODIFICATIONS TO THIS PLAN SHALL INVALIDATE ANY AND ALL CERTIFICATIONS MADE BY BARNARD & GERVAIS, LLC AND FURTHER ANY PARTIES INVOLVED IN SAID ALTERATIONS AND/OR MODIFICATIONS SHALL BE HELD LIABLE AND MAY BE PROSECUTED IN A COURT OF LAW.

9. BARNARD AND GERVAIS, LLC MAKES NO WARRANTIES THAT ALL ENCUMBRANCES THAT EXIST FOR THE SUBJECT PARCEL ARE SHOWN HEREON. ADDITIONAL ENCUMBRANCES THAT MAY EXIST INCLUDE, BUT ARE NOT LIMITED TO, WETLANDS, WELL AND SEPTIC ISOLATION ZONES, HAZARDOUS WASTE SITES AND/OR BROWNFIELDS WITH ASSOCIATED ISOLATION ZONES.

10. THIS SUBDIVISION PLAT IS NOT INTENDING TO CREATE ANY EASEMENTS OTHER THAN THOSE SPECIFICALLY LISTED AND DESCRIBED HEREON. ANY DRIVES, PATHS, TRAILS OR OTHER AMENITIES SHOWN HEREON ARE CONSIDERED PRIVATE UNLESS OTHERWISE NOTED.

rec'vd 8/26/25
S Rooney

RECEIVED FOR RECORD IN THE TOWN OF STARKSBORO

THIS _____ DAY OF _____, 20____.

MAP BOOK# _____, PAGE# _____, SLIDE# _____

AT _____ O'CLOCK _____ MINUTES _____ M

AND RECORDED IN STARKSBORO, VERMONT

ATTEST _____ TOWN CLERK

Exhibit I

DATE	DESCRIPTION	BY
REVISIONS		
BARNARD & GERVAIS, LLC Land Surveying Water & Wastewater Environmental Consulting 187 Main Street, P.O. Box 820 Eastburg Falls, VT 05450 Telephone: (802) 933-5168 18233 VT Route 116, P.O. Box 133 Hearstburg, VT 05463 Telephone: (802) 482-2397		
PROJECT NO. 24320		
DATE: 08-12-2025		
SCALE: 1" = 100'		
SURVEY: AW,DT		
DRAWN: AW,CS		
CHECKED: AW		
DRAWING NO. PL-1		
SHEET 1 OF 1		

THESE PLANS WITH LATEST REVISIONS SHOULD ONLY BE USED FOR THE PURPOSE SHOWN BELOW:

☐ SKETCH/CONCEPT ☐ PRELIMINARY ☒ FINAL LOCAL REVIEW

DECLARATION OF COVENANTS

MATHEW A. NORRIS
Lafayette Road
Starksboro, VERMONT

THIS DECLARATION is made by Mathew A. Norris, of the Town of Starksboro, in the County of Addison, and State of Vermont (“NORRIS” hereinafter).

RECITALS

WHEREAS NORRIS is the owner of a parcel of land lying westerly of Lafayette Road, so-called, in Starksboro, Vermont, being all and the same lands and premises described in the Warranty Deed to NORRIS dated recorded in Book 58 at Page 295 of the Starksboro Land Records, being 10.08 acres situated at 499 Lafayette Road in Starksboro, Vermont; and

WHEREAS the subject lands are depicted as ‘*Lot 1*’ and ‘*Lot 2*’ on a plat of survey entitled: “*Lands of Mathew A. Norris, 499 Lafayette Road, Starksboro, Vermont, Two-Lot Subdivision Survey Plat*”, prepared by Barnard & Gervais, dated August 12, 2025 and to be recorded in the Starksboro Land Records (the “Survey” hereinafter); and

WHEREAS as part of the subdivision approval for the property from the Town of Starksboro NORRIS was required to place certain covenants on the subdivided lots;

NOW THEREFORE, for good and valuable consideration, NORRIS, the undersigned, hereby attests, declares and agrees as follows:

- (1) **Prohibition against Temporary or Mobile Homes:** NORRIS, and any future owners of either of the subdivided parcels from the NORRIS lands which will be accessed via the same shared drive leading westerly from Lafayette Road, so-called, and their heirs, successors, and assigns agree to not to place, locate, situate or suffer to exist any single wide or double wide mobile homes, whether or not such structures are placed on a foundation, on any of the lots in the subdivision.
- (2) **Road Maintenance:** NORRIS, and any future owners of either of the subdivided parcels from the NORRIS lands which will be accessed via the same shared drive leading westerly from Lafayette Road, so-called, identified on the Survey as ‘*Proposed Right of Way*’, and their heirs successors and assigns, are hereby obligated to share in their share of the costs of maintenance, upkeep, and repair and snow plowing, over that portion of the shared drive that is utilized by both parties. The owner of Lot 1 shall be solely responsible for any portions of the drive that is solely utilized to access Lot 1.
- (3) **Binding Effect.** This agreement shall bind in perpetuity the parties hereto, their heirs, successors and assigns, unless or until amended by written agreement.

Norris Subdivison, Lafayette Road

Declaration of Covenants

Starksboro, Vermont

DATED at _____, Vermont this ____ day of September, 2025:

Mathew A. Norris

**STATE OF VERMONT
COUNTY OF ADDISON, SS.**

At _____, in said County, this ____ day of September, 2025, personally appeared Mathew A. Norris, and he acknowledged this instrument, by him sealed and subscribed, to be his free act and deed.

Before me, _____

Notary Public:

My Commission Expires: 1/31/2027

My Commission Number:

Town of Starksboro
Development Review Board
Minutes (DRAFT)
September 11, 2025

Members Present: Evelyn Boardman, Rich Warren, Arnell Paquette, Rob Liotard, Luke McCarthy, Tom Perry (via Zoom).

Members Not Present: Ben Campbell

Applicants Present: Carter Kasdon (via Zoom), Jason Barnard, Applicant's Agent

Visitors: Sprague Huntington, Rebecca Aurit (via Zoom)

Others Present: Stephen Rooney, Zoning Administrator (via Zoom)

Meeting called to order by Vice Chair Evelyn Boardman at 6:30 pm

Public Comment: None

Board gave unanimous approval to open both applications concurrently

Hearing #25-DRB-05ESD / 25-DRB-05WSD Jerusalem Road Nominee Trust

Final Plat Hearing opened at 6:35pm

Vice Chair Evelyn Boardman read the warning (Exhibit G).

Vice Chair Evelyn Boardman asked if there was any Ex parte communications – none were reported.

A letter from Christopher Boyle and Rebecca Auritt, abutters, received 9/8/2025 and distributed to the Board and Applicant via email, was entered into the Exhibit List.

Vice Chair Evelyn Boardman swore in Carter Kasdon, the Applicant, and Jason Barnard, witness for the Owner, and the visitors.

Testimony:

J.Barnard reviewed the application, plans, and the supporting narrative, including the change in subdivision type and applications from the pre-application meeting due to further field work on the property boundaries and lot history.

J.Barnard noted that the conservation set-asides on Lots 1 and 5 are not required to meet density standards, they have been included per the Owner's wishes and will be recorded on the plats and in new deeds to be written up for these lots.

S. Huntington asked if these lots would be bound by legal conservation plans. J.Barnard noted that while the Owner currently has a forestry plan and consultant for the lots, they would not be bound legally to these plans.

L. McCarthy asked about the housing rights tables on the Plats. J.Barnard reviewed the housing rights calculations included on the plats and noted that 1 housing right remained for both Lots 1 and 5.

S.Huntington asked if these rights were in the FC district. J.Barnard replied they were both in the LDRC zone, no future housing is planned for the FC district.

S.Huntington noted that the wastewater isolation zone for Lot 3 no longer overshadows her property as shown in the pre-application drawings. J.Barnard confirmed. J.Barnard confirmed the overshadowing on Victor Atkins' abutting property had been discussed with Victor in person.

J.Barnard noted that the applications for water/wastewater permits for the lots had been filed with the State under one application for the Tax Parcel, and they have received these permits.

R.Warren asked about the slope of the East Driveway exceeding the allowed 12%. J.Barnard noted that the overall slope would be approx. 10%, there would be cut and fill not shown on the current site plans to adjust the slope to meet the bylaw criteria.

S.Rooney noted that the driveway permits for both entrances onto Jerusalem Road included in the exhibits have been reviewed by the Road Foreman, but the permits have not yet been enacted by the Selectboard pending receipt of the zoning permit applications for the houses. J.Barnard noted that the East drive access had been relocated after consultation with the Road Foreman.

J.Barnard reviewed the erosion control measures and construction discharge permits required during construction. S.Rooney noted these construction discharge permits should be included as a condition of approval to be sure they were included with the zoning permit applications.

J.Barnard reviewed the storm water design features used to comply with the bylaws, and described in the narrative included in the Exhibits.

J.Barnard reviewed the Section 426.E subdivision review criteria included in the narrative.

R.Warren asked if the existing Lot 3 was discovered after the pre-application meeting. J.Barnard noted that this was correct, it was found during further deed research after that meeting.

S.Rooney concurred that the deed included this existing parcel.

C.Kasdon described the families' intentions for developing the homes.

MOTION: L.McCarthy moved to close the hearing for both applications at 7:47pm. R.Liotard seconded.

VOTE: All in favor

Applicants and Visitors were dismissed.

S.Rooney to write up the draft decision and conditions along with the minutes, and distribute for review via email. Once comments are received the final draft will be printed and made available at the Town office for signatures and mailings.

8.14.2025 Minutes Review

- Minutes of the 8.14.2025 DRB meeting were reviewed
- A discussion of Board voting procedure for approving or desenting from approvals was held.

MOTION: L.McCarthy moved to approve the 8.14.2025 minutes. R. Liotard seconded.

VOTE: All in favor

MOTION: E.Boardman moved to go into Deliberative Session at 8:00pm. T. Perry seconded.

VOTE: All in favor.