

Town of Starksboro
Planning Commission
Minutes (APPROVED)
March 5, 2026

Members Present: Dennis Casey, Luke McCarthy, Dan Kuzio, Dan Nugent
Members Unable to Attend: David Schmidt
Others Present: Steve Rooney – Zoning Administrator
Visitors: None

Meeting called to order by Chair Dennis Casey at 6:30pm

Visitors Business: None

PC Current Business:

1. Discussion of Housing Report:
 - a. D. Kuzio gave an overview of the status of the final report. Final draft has been provided pending review by town grant managers. To summarize, the consultant believes a housing trust model is feasible in Starksboro, with the caveat that we would need to contract most administrative work. The consultant will provide an estimate of these potential costs. The next step of the contract is for public engagement and outreach. These efforts could coincide with Town Plan outreach and feedback. Final report will be distributed soon.

2. Article 12 discussion:
 - a. Town Plan expires this summer so it will be ideal to have a vote during the August election. “Stand alone” elections for the Town Plan need to be avoided since they will close down the Town Office for a day and incur added expenses.
 - b. Discussion of possible expiration of the plan and ramifications. If the plan does expire, no new zoning rules can be adopted, and the town is ineligible for certain grants.
 - c. Discussion of legality of the Article and if second half is invalidated if that means the whole article is invalid. The PC asked the Selectboard during the meeting if the article has been referred for legal review.

3. Discussion of Town Plan:
 - a. 35 responses so far on the planning survey. Brief review of responses so far and discussion about how to prepare and present data.
 - b. Discussed how to promote the survey. Additional weekly postings in Front Porch Forum to be made, and the letterboard in front of the Town Office to be used. A suggestion was made to place an announcement in the Addison Independent, but without restrictions on the survey it would allow residents of other towns to complete the survey.
 - c. Discussion of how to move forward with Town Plan revisions. Members to review current plan and come to the next meeting with suggested edits i.e. outdated references or reports. May potentially need a new section for the ROD. Delegation of edits for certain sections to groups more familiar with the topic.

4. Continue review of proposed bylaw edits:
 - a. Wetlands language cleanup
MOTION: D. Casey moves to accept the proposed language. D. Nugent seconds.
VOTE: All in favor

b. Discussion of density and primary buildings per acre. Extensive conversation about dwelling units per acre and density. Discussion about duplexes and how to include language pertaining to where they are allowed.

c. Site Diagrams

MOTION: D. Nugent moves to accept proposed language for section 411 regarding site diagrams.

D. Kuzio seconds.

VOTE: All in favor.

d. Zoning Maps

MOTION: D. Casey moves to approve proposal for creating a new Appendix for zoning maps. D.

Nugent seconds.

VOTE: All in favor.

e. Section 301 and Right of Way structures. Discussion about the current language and how it may not align with state statute. Selectboard has authority over the right of way, not the Development Review Board.

MOTION: D. Kuzio moves to replace the word DRB with Selectboard. L. McCarthy seconds.

VOTE: All in favor.

f. Violations and retroactive permits. Discussion of state statutes and other towns bylaws in this area. Differed to next meeting for additional discussion.

5. Approve outstanding minutes

a. 2/19 minutes were reviewed

MOTION: D. Nugent moves to approve the minutes of the 2/19 meeting. D. Kuzio seconds.

VOTE: All in favor

6. PC Roundtable

a. No discussion

MOTION: L. McCarthy moved to adjourn. D. Nugent seconded.

VOTE: All in favor

Meeting adjourned at 8:56

Minutes submitted by L. McCarthy