

Town of Starksboro
Planning Commission
Minutes (DRAFT)
July 17, 2025

Present: Dennis Casey, Dan Kuzio (Zoom), Luke McCarthy, Dan Nugent

Unable to Attend: David Schmidt

Others Present: Steve Rooney (Zoning Administrator)

Visitors: Tom Perry, John Kamencik, Robert Turner (Zoom)

Meeting called to order by Chair Dennis Casey at 6:33pm

Visitors Business: J. Kamencik stated he was present to learn more about the process and what changes are being made to the zoning bylaws. He voiced concern about the direction development is headed and wants Starksboro to grow in a responsible way in order to keep taxes down. He spoke about a desire to acquire a specific parcel in South Starksboro and asked about zoning districts and density requirements.

PC Current Business:

1. Discussion of Municipal Planning Grant

- a. R. Turner spoke about the consultants that responded to the RFP. The review committee recommended Brenda Torpy from Burlington as their preferred consultant.

Motion: D. Kuzio moves to award the contract to Brenda Torpy. L. McCarthy seconds.

Vote: All in favor

2. Discuss river corridor bylaws

- a. D. Kuzio met with Andrew from Addison County Regional Planning and was told that some properties are included in the list that would be impacted by the river corridor bylaws due to their proximity to small streams where development could impact other properties downstream.
- b. The state will be forcing adoption of these bylaws soon – essentially taking over the process.
- c. There is still an open question as to whether or not variances can be allowed with the bylaws. Some towns have a mechanism for variances or waivers, but it is unclear if that is allowed.

Motion: L. McCarthy moves to include the State Model River Corridor bylaws in the Starksboro draft bylaws.

D. Nugent seconds.

Vote: All in favor

3. Bylaw next steps

- a. Discussion of publication and promotion of bylaws.
- b. D. Kuzio confirmed that the multi-use room at Robinson is available on August 21. In order to make that day work the Addison Independent must be notified no later than Monday, July 28. D. Kuzio to work with office staff to post in the newspaper and warn neighboring towns.

4. Discuss response from ACRP:

- a. Regional Planning sent back a map that mostly reflects the changes we asked to have made. The bulk of the land in Starksboro is now coded Rural Agriculture and Forestry as opposed to Rural Conservation. ACRP wants to come talk to the Planning Commission again.

5. Approve any outstanding minutes:

Motion: D. Nugent moves to approve 7/2 minutes as written. D. Kuzio seconds.

Vote: All in favor

6. PC Roundtable

- a. L. McCarthy gave an update on the status of the Schoolhouse / Fire Station project. RFP is issued and the deadline is August 4th. Two firms attended the bid meeting at the Schoolhouse.
- b. S. Rooney asked about a few things in the proposed bylaws including some formatting decisions. There was also a discussion of Section 118 – Essential Services – and what the bylaws are asking applicants to do. The section states site plan review is required for essential services such as private utilities.

Motion: L. McCarthy moves to adjourn the meeting. D. Nugent seconds.

Vote: All in favor

Meeting adjourned at 8:12

Minutes submitted by L. McCarthy