

Town of Sharon, Vermont
Planning Commission and Development Review Board Minutes
March 11, 2025

Attending: John Roe, Dee Gish, Sue Sellew, Dana Colson, Paul Kristensen, Lucy Gibson & Frances Mize (SPC/DRB Clerk, taking notes) in person.

Visitors: Rob Townsend (American Consulting Engineers and Surveyors), Marc Curtis (applicant) in person.

John Roe convened the DRB meeting to order at 7 p.m.

Camp Curtis, LLC Subdivision Review:

Rob displayed the available permits for the subdivisions on the property.

Dee requested a written timeline for the work done on the property.

John noted that the missing permit for Lot 2 might not be in existence because the regulation that governed the making of permits was put in place in 2008, while that subdivision occurred in 2006.

Rob pitched redoing the subdivision in the plat. John agreed, pitching a “remedial subdivision” for the missing permit, with the intention that this would clarify the history of subdivisions on the property going forward. Otherwise, John said that the permits provided by Rob and Marc at this meeting give the DRB the history they had been missing previously.

John proposed that Marc amend the application to reflect the four lots that have been subdivided on the property, while clarifying on the application that one of those subdivisions is of a pre-existing lot.

John says that since they have done the initial review, now they are beginning preliminary plan approval. He suggests going through those preliminary steps, along with clarifying the subdivision on Lot 2, before sending notices to the abutters.

Rob and Marc will return to the DRB with an amended application to reflect there being four subdivided lots on the property, with one of those being a clarification of an existing lot, along with a narrative of the complete history of the property.

Rob requested a blank application, so that they might start from scratch. Frances will send them the blank application.

Rob and Marc exited the DRB meeting around 7:40.

Dee makes a motion to approve February meeting minutes with a date change, as the date at the top was incorrect. Sue seconds.

John motioned to open the SPC meeting at 7:44.

John asked Frances to circulate a copy of the subdivision application form as well as accompanying instructions so the SPC can consider revisions.

The SPC had robust discussion about potentially moving the site visit earlier in the subdivision approval process.

Sue suggested having the site visit sooner in the process as a whole, instead of what sometimes is a few hours earlier than the final hearing, so that abutters and commissioners alike can have longer to digest the state of the property.

Paul noted that the original intent of the site visits were to familiarize yourself with the property..

John proposed that in the regulations, there should be a statement to clarify that site visits are used to gather new information, but are not the final opportunity to do so. The regulations should include a statement such as “the commission can request new information based on what they observed on the site visit.”

Overall, the commission considered a proposition of scheduling site visits, both for the commission’s purposes and the public’s earlier in the process.

The board discussed how to consider subdivision applications that are done without the intention of the owner to build on that subdivision.

The SPC raised questions about duplicate applications in the archives, and concerns that the redundancy could be a problem in verifying an original application.

Sue made a motion to adjourn the meeting at 8:41 p.m. Lucy seconded.