

**Town of Charlotte – Development Review Board  
MEETING AGENDA**

Wednesday, December 10, 2025

[https://bit.ly/DRB December 10 Meeting Packet](https://bit.ly/DRB%20December%2010%20Meeting%20Packet)

Materials are also available online at [www.charlottevt.org](http://www.charlottevt.org).

For more information, please call the Planning and Zoning Office at 425-3533 ext. 206.

DRB members and members of the public may participate in-person or via Zoom.

To join this meeting remotely, click on the following link at 7:00 p.m.:

[https://bit.ly/DRB December 10 Meeting](https://bit.ly/DRB%20December%2010%20Meeting)

Or, you may log into your own Zoom account, and enter the following details:

**Meeting ID:** 837 8798 6938

**Passcode:** 34567

Or, join by phone: dial 1-646-931-3860

**Meeting Agenda:** *(All times are approximate & subject to change)*

**7:00 PM Call to Order; changes to agenda** *(if any)*

**7:02 PM Public Comment** *(not pertaining to pending applications)*

**7:05 PM Review & Approve Meeting Minutes:** draft DRB Minutes, November 19, 2025

**7:10 PM Markup & Approve Draft Decisions & Sketch Letters:**

DRB 25-165- SK Clemmons Family Farm

DRB 25-158-SDA Post

**7:30 PM Review 2026 DRB Annual Schedule & CCC/DRB/PC Joint Meeting Schedule**

**7:40 PM Discussion with the Conservation Commission on DRB application review:**

a. Timing/Coordination

b. Scope

**8:30 PM DRB suggested edits to the *Land Use Regulations*** *(continued)*

**9:00 PM Adjourn**

**Development Review Board:** Charles Russell (Chair), Gerald Bouchard (Vice-Chair), Alexa Lewis, Brandon Tieso, Doug Paton. **Staff:** Rebecca Kaplan, Zoning Administrator.

**NOTICE:** Pursuant to 24 VSA §4464, participation in this local proceeding, by written or oral comment, is a prerequisite to the right to take any subsequent appeal. If you cannot participate directly in the hearing, comments may be made in writing prior to the hearing and mailed to: Planning & Zoning Assistant, Town of Charlotte, 159 Ferry Rd., Charlotte, VT 05445, or via email to: [pza@townofcharlotte.com](mailto:pza@townofcharlotte.com). Reasonable accommodation for individuals with disabilities shall be provided upon request to ensure this meeting is accessible to all.