

2026-09-02 DRB Meeting

Meeting Minutes

September 2, 2026, 6:00 PM

9 Hyde Road, Grand Isle, VT 05458, US

Meeting Call to Order

The Development Review Board meeting of September 2, 2026 was called to order by Chair Lucas Campbell at 6:01 PM at the Grand Isle Town Office, 9 Hyde Road, Grand Isle, Vermont, with attendance also available via Zoom.

Present: Lucas Campbell (Chair), Members Mike Winters, Brett Sylvester, and Jake St. Pierre (Remote), Clerk Adam Lavigne, and Residents Corey & Melissa Estus (Remote)

The agenda was accepted as written without amendment.

Motion to accept the agenda as written was made by Jake St. Pierre and seconded by Mike Winters. The motion carried unanimously.

Landowner Question on #03-12 FP Melissa & Corey Estus Decision

DRB Clerk Adam Lavigne introduced a question submitted by attorney Daniel Trigg on behalf of landowners Melissa and Corey Estus regarding Decision #03-12 FP. The matter concerns whether the private road serving the subdivision (Rolling Meadow Lane) must be built to town standards prior to the sale of lots 4 and 5, or whether an escrow arrangement of \$25,000 with a 60-day post-closing construction window would satisfy the conditions of the original DRB decision.

Clerk Lavigne noted that while the DRB's decisions are binding and the board holds enforcement authority, the town bylaws do not explicitly establish a timeline for

enforcement of decision conditions. As such, the Estuses exist in a gray area — not clearly in violation, but potentially so given that lot 1, subject to the same decision conditions, has already been sold without the road having been built.

Melissa Estus, attending via Zoom, clarified several key facts: lots 4 and 5 are proposed to be sold together to a buyer intending to build one house; three contractor quotes estimated road construction at approximately \$25,000; and the sale is a cash transaction with no lender involved. She further noted that the Southwick residence on lot 1 accesses the road only via the entrance Y and does not use the full length of Rolling Meadow Lane. The board discussed whether the Southwick lot still counts toward the three-lot threshold that triggers private road standards under Appendix B, Section A of the bylaws, and concluded that it does, as the standard references lots, not residences or dwellings.

The buyer's attorney has interpreted the DRB's original decision as requiring road construction prior to closing, while Ms. Estus and her attorney contend the decision contains no such explicit timeline. The board agreed that no approval or denial was within its authority on this specific question, and that the matter warranted legal counsel. The board also briefly noted the possibility of the Estuses merging lots 4 and 5 into a single 7-acre parcel and pursuing a separate curb cut for the Southwick lot, which could reduce the number of lots served by Rolling Meadow Lane to two, eliminating the private road standard requirement entirely.

A motion to consult the town attorney regarding the timeline obligations of DRB Decision #03-12 FP, whether the Estuses are currently in violation, and what actions may be taken before and after a sale, was made by Jake St. Pierre and seconded by Chair Lucas Campbell. The motion carried unanimously.

Clerk Lavigne confirmed he would forward all relevant correspondence, including the proposed contract addendum drafted by attorney Daniel Trigg, to the town attorney, and would copy Zoning Administrator Kaitlyn on the response.

Review and Approve Town Bylaw Change Submissions

Clerk Lavigne presented a series of proposed bylaw amendments to be submitted to the Planning Commission, which is currently undertaking a full rewrite of the town bylaws. The board reviewed and approved the substance of the following recommendations:

Section 2.13 — Distribution of DRB Decisions: Language to be clarified to specify that decisions shall be distributed to the zoning administrator and town clerk via email, while the applicant continues to receive decisions by certified mail.

Section 7.11.3 — Sketch Plan Review Meeting: A line to be added explicitly stating that sketch plan review meetings are not subject to public notice requirements, consistent with the existing bylaw language designating them as non-hearings. The item must, however, appear on the meeting agenda.

Sections 7.12.1 and 7.13 — Map Size Requirements: Language to be updated so that required map dimensions are defined by the DRB application form rather than a fixed size, allowing flexibility as standards evolve.

Boundary Line Adjustments: The board determined that boundary line adjustments within a recorded Mylar that occur prior to the sale of any affected lot should be classified and warned as a formal hearing, ensuring that neighboring property owners have an opportunity to participate. This was deemed important to protect against scenarios where a boundary adjustment could bring a property into violation of setbacks or other bylaw requirements.

Lot Merging: The board elected not to add bylaw language governing the merging of lots, deferring to state law, which treats lot mergers as a clerical matter not requiring DRB review. This approach avoids the risk of local language becoming outdated if state statutes change.

Enforcement Timelines: The board agreed that any bylaw language establishing enforcement timelines would be more appropriately addressed by the Select Board, and declined to submit a recommendation on this item.

Updates of ZAO

No updates. The Zoning Administrator was not in attendance.

Clerk — Review Minutes of Last Meeting

A motion to accept the minutes of the previous meeting as written was made by Jake St. Pierre and seconded by Mike Winters. The motion carried unanimously.

Upcoming Meetings

The board confirmed a meeting on **September 16, 2026**, at which Clerk Lavigne will report back with the town attorney's response regarding the Estus matter. The October 7, 2026 meeting remains open.

ADJOURN

Chair Lucas Campbell made a motion to adjourn the meeting at 6:56 PM, seconded by DRB Member Winters. The motion carried unanimously.