

MUNICIPAL OFFICES



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Development Review Board Minutes for August 24, 2017

Roll Call: Present were Chair Bill Smith, Colin Bright, Paul Brown and Tim Donahue. Stephen Hatch present as Clerk. Public present were Allison Gagne (Village Cannery), Tom Baker (Norwich University), and Doug Kenyon (Kenyon's Hardware). The time was 7:00 PM.

Approval of Minutes: There was discussion about the Minutes of July 27, 2017. It was stated in the minutes that the acreage on the Subdivision for DHM was 130 acres and 258 acres. It was to be 129.1 acres and 252.1 acres on the permit as that was what was asked for. The Clerk stated he would make the necessary corrections. Donahue made a motion to approve the amended minutes of July 27, 2017, seconded by Bright. The vote was **4-0-0**. The amended minutes of July 27, 2017 were approved.

Applications:

Allison Gagne presented the sign request for the Village Cannery. She spoke of the business and what products they produce. She stated the business was growing and they have come to Northfield to expand. There is a need for signs on the building so people know where it is and can find it. She showed the pictures of the signs to the Board members and explained their size and locations on the building. There was interaction between Allison and the Board members. All questions were answered. A motion to approve the request was made by Bright and seconded by Donahue. The vote was **4-0-0**. The signs were approved.

Christa Wells was seeking a sign permit for a small sign in her front yard advertizing a Day Care. She was not present at the hearing. There was a picture of the sign and its location in her yard on South Main Street. There was discussion among the Board members. A motion to approve the Sign as presented was made by Brown and seconded by Bright. The vote was **4-0-0**. The sign permit was approved.

Doug Kenyon presented the request from Kenyon's Hardware store seeking a Site Plan Approval to build an Accessory Building to have storage for material for the store and yard. There was discussion about the storm water mitigation. There is an area near the Rail Road tracks for the storm water and there is a water garden on the area of Water Street and North Main Street. The Storm water was addressed before the application was submitted. There was discussion about the Set-backs and the fact they were met. There was discussion about the site plan standards that have to be met. It was determined that the standards had been met. There was discussion about the size of the building. The building is to be 48 feet wide and 64 feet long. On the South side of the building there will be a 12 foot wide by 64 foot long lean-to with 3 sides open. This building will make unloading the delivery truck easier as the material is on pallets and they can be placed inside and brought into the store as needed. The security lighting on the building will shine down so there will be no direct light shining on the surrounding streets. It was requested the record show the scale (1 inch = 50 feet) on the site plan drawing should be used and not the scale (1 inch = 100 feet) of the key of said drawing. A motion to approve the Site Plan was made by Donahue and seconded by Bright. The vote was **4-0-0**. The Site Plan was approved.

Tom Baker was present to speak on Norwich University's request to place the foot bridge that crosses the Dog River from Norwich athletic fields onto the Rugby Field back on its abutments. It was washed into the river by a storm in July. It was picked out of the river and examined to see if there was damage to it. It was slightly damaged but can be repaired and used again. A motion by Bright was made to allow the University to place the bridge back on its abutments, seconded by Brown. The vote was **4-0-0**. The Site Plan was approved.

Other Business: None.

Adjournment: A motion to adjourn was made by Bright. The vote was **4-0-0**. The meeting was adjourned at 7:28 PM.

These minutes are submitted by Stephen Hatch and are subject to Approval at the next regular meeting; however, they are substantially correct.

Stephen Hatch
Zoning Administrator / DRB Clerk