

**Town of Northfield, Vermont
Development Review Board
Minutes of February 13, 2019**

ROLL CALL: Development Review Board Chair William Smith, Board members Michael Bailey (absent), Colin Bright, Paul Brown, and Timothy Donahue III. Also present were Acting Zoning Administrator Jeff Schulz, Robert Lord (co-owner, College Town Industrial Plaza), and John Svagzdys, P.E. (DeWolfe Engineering).

Chair Smith called the meeting to order at 7:03 p.m.

APPLICATION: College Town Industrial Plaza seeks site plan approval for the construction of a 965 square foot loading dock, revised driveways, expanded parking areas, and stormwater treatment practices at the existing Nantanna Mill site on Belknap Road. The property is located at 7 Belknap Street and is in the Industrial zoning district.

Mr. Svagzdys confirmed the purpose of the application is to add a loading dock to an existing structure and to install new parking spaces. Cabot Hosiery Mills will be renting part of the facility in order to sort and prepare for shipment socks produced at its Whetstone Drive facility. Mr. Svagzdys said the revised driveways would provide its delivery trucks with better access to the new loading bay. In addition, a new entryway will be added to the facility to allow for improved employee admittance.

It was noted the first building on the Nantanna site was a lumber yard and the site later was expanded as a woolen mill. There remains a lint trap connected to the sewer system that hasn't been used for several years but still shows up in site plans. Mr. Svagzdys said this area would be paved over. Since this specific location remains municipal property, Mr. Schulz said an easement should be required before any construction started. Chair Smith said obtaining the easement could be a stated condition for application approval. Motion by Board member Bright, seconded by Board member Donahue, that the College Town Industrial Plaza application be approved with the condition that an easement from the municipality be obtained before the project proceeds to the construction phase. **Motion passed 4-0-0.** Mr. Schulz will work with Mr. Svagzdys on the easement process.

OTHER BUSINESS. There was none.

ADJOURNMENT: Motion by Board member Bright, seconded by Board member Donahue, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 7:17 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Zoning Administrator's Office.

These minutes are subject to approval at the next regular DRB meeting.