

Town of Northfield, Vermont Development Review Board Minutes of April 25, 2019

ROLL CALL: Development Review Board Chair William Smith, Board members Colin Bright, and Timothy Donahue III. Also present were Acting Zoning Administrator Jeff Schulz, Cynthia Wrigley (Wrigley Family LLC), Justin B. Wrigley (Wrigley Family LLC), David Ritzer (David Ritzer & Associates), Dexter Lefavour (Lefavour Engineering), and Dena Dorman.

Chair Smith called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES. Motion by Board member Bright, seconded by Board member Donahue, to approve the minutes of February 13, 2019. **Motion passed 3-0-0.**

APPLICATION: Jenna Taylor and Dena Dorman seek subdivision approval for a two-lot subdivision at 1048 West Hill Road. The existing lot is 10.7 acres and the proposed lots are 5.7 acres and 5.0 acres. The property is zoned Low Density Residential.

Engineer Dexter Lefavour is assisting Ms. Dorman and Ms. Taylor with this proposal. He provided aerial photographs and revised paperwork for a Planned Unit Development (PUD) rather than a subdivision. He has reviewed the local zoning regulations and believes the new paperwork meets PUD requirements. Chair Smith said the new plan appears to be the establishment of two (2) separate lots with single-family homes that would share conservation land as common open space. Mr. Lefavour said a homeowners' association covenant would have to be drafted and approved to regulate this land sharing. He has not drafted this document yet but will forward it to the DRB members when this proposal comes up for final approval. Mr. Lefavour said the PUD affordable housing requirement would be met by limiting the new dwellings to less than three thousand square feet (3,000 sq. ft.) each. Board member Bright has concerns about the DRB creating the precedent for allowing two PUD units within a lot size of less than ten (10) acres (when the common land has been subtracted). Ms. Dorman has seen this situation in other Central Vermont communities. There also was some Board reluctance to approve a revised plan that was only made available for review tonight. Motion by Board member Bright, seconded by Board member Donahue, to table action on this request until all relevant documentation (including the homeowners' association covenant) has been submitted to the DRB members for review. **Motion passed 3-0-0.**

APPLICATION: David Ritzer & Associates seek a variance to construct a 26' x 46' garage within five (5) feet of the rear property line on the property at 95 Highland Avenue. The property is zoned Medium Density Residential.

Mr. Ritzer is withdrawing this request because recent conversations with a neighbor has led to the structure to be redesigned at a different location where the variance will not be required. Mr. Ritzer has submitted a new building permit application that Mr. Schulz will review to determine whether DRB approval will be needed.

APPLICATION: The Wrigley Family LLC seeks conditional use approval to add an additional residential unit within the existing building at 612 Lovers Lane. The property is zoned Low Density Residential.

Justin Wrigley said the existing building now has one residential unit and one commercial unit. The intention is to create a residential unit in the adjacent "Old Red Mill" that currently is being used for storage. The main building and the mill are connected by an outside deck and share one electric meter. Should the request for the additional residential unit be approved, the plan is for each unit to have its own meter. Motion by Board member Bright, seconded by Board member Donahue, to approve the request for an additional residential unit in the structure. **Motion passed 3-0-0.**

OTHER BUSINESS. Regarding the Zoning Administrator vacancy, Mr. Schulz said the Planning Commission recently interviewed two (2) applicants and afterwards forwarded their recommendation to the Select Board. The Select Board members discussed this matter in executive session at their last meeting but tabled any action until additional information could be provided. As for the two (2) vacant DRB positions, Mr. Schulz said the vacancies have been advertised but no letters of interest have been received to date. Chair Smith had seen the notice on Front Porch Forum a couple weeks ago and he will draft a new notice himself in order to (hopefully) attract some interest.

NEXT SCHEDULED MEETING: May 23, 2019.

ADJOURNMENT: Motion by Board member Bright, seconded by Board member Donahue, to adjourn. **Motion passed 3-0-0.**

The Board adjourned at 7:48 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.