

# **Town of Northfield, Vermont Development Review Board Minutes of June 25, 2020**

**ROLL CALL:** Board members William Smith, Timothy Donahue III, Paul Brown, Colin Bright and Steve Davis were present. Also present were DRB Clerk Mitch Osiecki along with members of the public: Jennifer Canfield, Monica Hallstrom, Kathleen Burroughs, Megan Hereth, Robert Harnois, Phil Harnois, and Norbert Auger.

Chair Smith attempted to call the meeting to order at 7:00 p.m. but due to a technical difficulty with his laptop was not able to be heard. Vice Chair Donahue stepped in and led the meeting.

**INTRODUCTIONS:** Members of the DRB introduced themselves. Clerk/ZA Osiecki did likewise, then members of the public made introductions.

**MINUTES:** Motion by Bright, seconded by Smith to approve minutes of May 28. **Motion passed 5-0-0.**

**APPLICATION:** Casey Gillespie seeks to divide an approximately 180-acre parcel along VT Route 64 into two lots. The requested subdivision would create one new lot of approximately 5.8 acres. Decision had been tabled pending more information on abutting lots. Prior to the meeting, ZA Osiecki distributed an updated sketch plan from surveyor Rob Townsend that showed the two neighboring properties to have 350' and 800' of road frontage.

No additional questions of discussion.

Motion by Davis to approve subdivision; seconded by Bright. **Motion passed 5-0-0.**

**APPLICATION:** Jennifer Canfield seeks approval for subdivision of lands (approximately 12 acres) she owns on Turkey Hill Road. The site plan proposes to create two lots: Lot 1 will be 6.6 acres and will include the existing dwelling and barn; Lot 2 will be an undeveloped parcel of about 5.9 acres. Both lots meet the minimum lot size of 5 acres and have more than 200 feet of road frontage (Lot 1 has 1016 feet; Lot 2 has 376'), and satisfy standards for the zoning district.

Question from Megan Hereth: Are there any easements on the property?

Response: No.

Brief discussion as Brown seeks to clarify proposed lot boundaries. Discussion hampered by inability to zoom in on a sketch plan remotely, but eventually all parties are satisfied.

Motion by Bright to approve; Davis seconded. **Motion passed 5-0-0.**

**APPLICATION:** Monica Hallstrom seeks approval for a subdivision of lands she owns with her brother, Stuart Hallstrom on Hallstrom Road. The parcel is just under 12 acres, and they propose to divide the lot in half, creating two lots of about 5.9 acres each.

Phil Harnois: Stated that he had no issues with the proposed subdivision, but he and his brother own an abutting property and they want to ensure that there be no encroachment onto their property.

Robert Harnois: Stated that he is also fine with the proposed subdivision. Also wants to be certain that the boundaries are identified correctly by the surveyor.

Monica Hallstrom stated that she would be happy to work with the Harnois brothers to ensure that they are satisfied with the lot boundaries as her surveyor lays them out.

Motion by Bright to approve; seconded by Brown. **Motion passed 5-0-0.**

**OTHER BUSINESS:** After agenda for this meeting had been set, the owner of the Northfield Country Club submitted an application seeking approval for a deck addition of their clubhouse. The main purpose of the deck would be to allow outdoor seating, which would allow the restaurant to offer expanded seating during the COVID-19 pandemic.

ZA Osiecki raised the question of whether the DRB would be comfortable reviewing this application, even though the item had not been warned for possible action.

Members of the DRB express discomfort at the prospect of approving an unwarned agenda item.

Norbert Auger, representing the NCC, states he is assisting with various aspects of operations at the NCC. Adding the deck immediately is not critical to operations, so they are fine with taking the matter up at the July meeting.

**ADJOURNMENT:** Davis moved to adjourn; Brown seconded. **Motion passed 5-0-0.**

Meeting adjourned at 7:55 pm.

Respectfully submitted,

*Mitch Osiecki*

Mitch Osiecki, DRB 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.