

TOWN OF NORTHFIELD, VERMONT
PLANNING COMMISSION
Minutes of December 3, 2024

The meeting was called to order at 6:32 pm by Chair Royal DeLegge.

Roll Call: Present for the meeting were Planning Commission members Royal DeLegge, Julie Lappin, and Elroy Hill. PC Clerk Mitch Osiecki was also present. Niki Sabado of the CVRPC was also in attendance.

This meeting was not streamed – all attendees were present in the Municipal Building Conference Room.

Adjustments to Agenda: None. Tom Davis had a conflict and was unable to attend.

Minutes: Approval of minutes of Nov 5. Elroy Hill moved to approve. Julie Lappin seconded.

Vote to approve: 3-0.

Public Participation: Niki Sabado of the Central Vermont Regional Planning Commission (CVRPC) was welcomed to the meeting. Niki gave an overview of the Neighborhood Development Area (NDA) designation, a program designed to encourage residential development in and around designated downtowns, village centers, and other priority housing areas. This is part of the same designation program that approves Village Centers and Designated Downtown areas.

(Side note: there is a Training Session on NDA’s scheduled for Thursday, Dec 19. Session will also be recorded and available to view afterward.)

Benefits include:

- Priority for certain grants.
- Possible exemption from some ACT 250 review.

CVRPC can assist towns with a review of zoning regulations to identify possible “weak areas” that might be shored up in advance of the application process. There is grant money available (something like \$5K) to assist cleaning up zoning regulations.

Application Timeline: Applications are due late summer, 2025.

Requirements include that the following are all current:

- Town Plan
- Zoning Regulations
- Subdivision Regulations
- Floodplain Regulations

Northfield is current on all of these, although some tweaks may be warranted.

Longer term issue: Northfield is planning to consider the “right” minimum lot size for some areas of its Low Density Residential (LDR) zoning district. Some areas may be appropriate for lots smaller than the current minimum of five acres, but smaller lots are not appropriate everywhere.

The CVRPC can assist with the NDA application process. The Planning Commission will cooperate with Tom Davis to determine the best path forward with this application.

Side note: The ADDH has just announced the next round of Municipal Planning Grant (MPG) funding. Application window opens in mid- to late-January. More information at our January PC meeting.

Niki departed at 7:22.

Old Business: None

Correspondence: None

Other Business

CVRPC Update

- None

Zoning Administrator Update:

None

Next Meeting: Tuesday, January 7 at 6:30 pm. The January meeting is also likely to be held in the Municipal Building due to ongoing budget meetings.

Adjournment: Julie Lappin made a motion to adjourn; Elroy Hill seconded.

Motion carried, 3-0.

Meeting adjourned at 7:15 pm.