

**TOWN OF NORTHFIELD, VERMONT**  
**PLANNING COMMISSION**  
**Minutes of September 6, 2023**

The meeting was called to order at 6:30 pm by Chair Stephen Fitzhugh.

**Roll Call:** Present for the meeting were Planning Commission members Steve Davis, Royal DeLegge, Stephen Fitzhugh, and Julie Lappin. Blake Pierson was absent. Also present was Clerk Mitch Osiecki.

All participants attended in person at the Community Room.

**Adjustments to Agenda:** None.

**Approval of Minutes:**

Minutes of June 7:

Steve Davis moved to approve. Julie Lappin seconded.

**Vote to approve: 4-0.**

Minutes of August 2:

Royal DeLegge moved to approve. Steve Fitzhugh seconded.

**Vote to approve: 4-0.**

**Zoning Regulations**

Discussion of various items in draft zoning regulations. Some decision points:

*Extension of a zoning permit.*

Section 2.5.2.B and 2.5.3.A both address the duration of a zoning permit; 2.5.2.B allows for a 1-year extension (current practice), while 2.5.3.A allows for a 2-year extension.

- Will strike 2.5.2.B and use section 2.5.3.A, we but will continue with the practice of allowing for a 1-year extension.

Prohibited Signs. Section 6.4.4

This section is numbered incorrectly. Items A.1 and A.2 are OK. But items A.3, A.4, A.5, and B should be labeled B, C, D, and E.

Filing Requirements for Lot Line Adjustments. Section 2.13.4

Item C should reference 24 VSA, rather than 27 VSA.

Sand and Gravel Extraction. Section 5.10

Section 5.10.2 defines and “extension” of an existing commercial operation. We will strike section 5.10.2 and include this definition in Section 8.

Home Occupations. Section 5.9

Section 5.9.1.B should read: “Any Home Occupation *not* meeting one or more of the criteria under 5.92.B below shall require Site Plan Review by the DRB.” (“not” added.) With this change made, we will strike second paragraph from 5.9.2 (says the same thing as 5.9.1.B)

Decisions on Appeal. Section 2.16.2.D.3

This section is identical to a following section, 2.16.2.E. We will strike D.3 and leave E. Successive Appeals.

Protective Standards. Section 4.7.3

Subsection C refers to the Vermont Agency of Natural Resources but should refer instead to the Agency of Agriculture.

**Next Meeting:**

- October 4, 6:30 pm at Community Room

**Adjournment:** Steve Davis moved to adjourn; Julie Lappin seconded.

**Motion carried, 4-0.**

The meeting adjourned at 7:38 pm.