

**TOWN OF NORTHFIELD, VERMONT  
DEVELOPMENT REVIEW BOARD  
Minutes of August 22, 2024**

The meeting was held at the Community Room of the Brown Public Library, and was also streamed via the Town Zoom account for the benefit of those unable to attend in person.

The meeting was called to order at 6:34 pm by Chair Bill Smith.

**Roll Call:** Present for the meeting were DRB members Bill Smith, Joel DeLary, Larry Garland, and Kevin Pecor. DRB member Tim Donahue was absent. Clerk Mitch Osiecki was also present. Others in attendance: Lucky Boardman (applicant); Courtney Tabor (abutting property owner); Ashley Hudson (abutting property owner); Ramon Hudson (resident); and Lydia Petty (Select Board member).

All participants were present at the Community Room.

**Election of Officers**

Joel DeLary nominated Bill Smith to serve as Chair. Larry Garland seconded.

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

Bill Smith nominated Joel DeLary to serve as Vice-Chair. Larry Garland seconded.

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

Mitch Osiecki will continue to serve as Clerk.

**Approval of Minutes**

Joel DeLary moved to approve minutes of June 27. Kevin Pecor seconded.

Discussion: Kevin Pecor noted a couple of minor typos.

**Vote to approve, pending edits: 4-0.**

**Permit #2024-48** – Conditional Use/Change of Use to convert the former Masonic Temple building at 151 South Main St.

**Permit #2024-49** – Site Plan review (same project)

Lucky Boardman presented the application. The applicant intends to renovate the former Masonic Temple, converting the space to 15 dwelling units of workforce housing. The applicant described plans to convert the space over the coming months. The application also requests a waiver of the district zoning standards of one parking space per dwelling unit.

Joel DeLary raised the concern that access to the neighboring property, Four Seasons Care Home, should be kept clear of obstructions. Noted particular concern about access by emergency services. Lucky stated that he agreed that this is an important concern and something he could work around.

Larry Garland voiced his concern about the facility using parking in the Depot Square area. Feels Depot Square is too far from the development to be practical. He also noted that there's a winter parking ban.

Bill Smith commented that he would feel more comfortable with the project if there was more detail presented about how parking would be addressed.

Kevin Pecor agreed, suggesting that he would prefer to see written agreements laying out parking plans.

Ashley Hudson (Four Season Care Home): Repeated concerns about parking and access to her facility by emergency personnel. Ashley noted that Four Seasons had written agreements with the Masonic Temple about covering trash disposal and parking. Hopes that similar agreements can be arranged with new owners.

Lydia Petty commented that she is both a neighbor and a Select Board member. She supports the project, noting that the community desperately needs more housing. Lydia also agrees that more specifics about parking would be welcome. She also expressed her hope that this project could add vibrancy to the neighborhood.

Bill Smith asked about projected timeline.

Lucky Boardman hopes to complete renovations over the next several months. He noted that his company currently manages some 250 units of housing units in central Vermont, noting that creating workforce housing is a particular interest.

Four Seasons owners asked about snow removal. Lucky Boardman responded that his crew does their own snow removal on many of their properties. Snow removal should not be a concern.

Kevin Pecor also asked about project timeline.

Applicant expects to begin interior renovations by mid-November. Hope to complete renovations within a year.

#### **Permit #2024-48 (Conditional Use)**

Bill Smith reviewed the criteria for conditional use approval. Noted that the only significant concern about the project is parking. Bill suggested project could be approved, pending a plan to address parking.

**Motion:** Kevin Pecor moved to approve Conditional Use, subject to a detailed parking plan. Larry Garland seconded.

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

#### **Permit #2024-49 (Site Plan)**

Bill Smith noted that the DRB can either approve the Site Plan or require the applicant to provide further information. Bill read the criteria for Site Plan approval. Parking was again the only item of concern. Bill suggested tabling Site Plan review until the DRB's September meeting. Others agreed.

Site Plan Review tabled until Sept 26.

#### **Adjournment**

Larry Garland moved to adjourn

Kevin Pecor seconded

Meeting adjourned at 7:54pm

A recording of this meeting can be viewed at this link: <https://youtu.be/ont8Xk0L20Y>