

TOWN OF NORTHFIELD, VERMONT
PLANNING COMMISSION
Minutes of August 2, 2023

The meeting was called to order at 6:33 pm by Chair Stephen Fitzhugh.

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

Blake Pierson attended remotely via GoToMeeting; all others attended in person at the Community Room.

Adjustments to Agenda: The order of items was juggled slightly due to Juli Beth Hinds' absence.

Approval of Minutes: Minutes of June 7, 2023, were tabled.

DRB and PC Standalone Ordinances

Steve Fitzhugh has taken an initial stab at creating a serviceable PC Ordinance for Northfield. He used the Burlington model but deleted extraneous language specific to the municipality.

Steve shared the DRB Ordinance with Bill Smith, who will do likewise for that body.

Sections 2.2.2 & 2.2.3 of our draft zoning regulations can be further streamlined by removing language covered in the standalone ordinances.

Mitch noted that one purpose of the standalone ordinances is that it's much simpler for the Select Board to revise these ordinances, for example, to change the composition or procedures of one of these bodies. It's far more complex to modify the zoning regulations.

Zoning Regulations

Mitch reported that Juli Beth Hinds is working with someone to complete revisions to the draft zoning regulations. Work remaining includes:

- Adding a table of contents.
- Formatting throughout the document.
- Adding various maps.

Mitch talked to J.B. earlier today and she reports that the document is about 75% complete. When revisions are complete, Mitch will add this draft document to our shared google drive.

PC members discussed remaining "punch list" edits they've spotted so far.

Royal noted an inconsistency on page 66, section 6.4.4 (Prohibited Signs), item 5. Reads like it should be an exception but isn't worded correctly. Flagged for follow up.

Mitch noted a couple of errors on page 61. Section 5.14.2.B.2 refers to Section 2.10 (Conditional Use) – that should now refer to Section 2.12.

Similarly, Section 5.14.2.3 refers to Conditional Use approval “under Section 2.X” – that should also refer to Section 2.12.

There are certainly others. Once document is on shared google drive, we'll all need to comb through the draft and try to weed out as many of these as possible.

CVRPC Update:

No significant updates from the CVRPC. The July meeting was canceled due to the flood. Royal noted that he and Jeff Schulz serve on the Clean Water Advisory Committee. No recent meetings.

ZA Update:

Mitch provided brief update of four significant projects in the zoning pipeline:

- 78 Freight Yard Way: converting building to an Air BNB/short term rental property.
- 70 Depot Square: converting building to restaurant (1st floor) and apartments (2nd floor).
- Cetrangelo Property: new construction of several (24 or so) apartment units.
- Armory Building along Depot Square: Norwich repurposing building from graduate studies and continuing education. One option: moving the nursing program to a portion of the building.

Steve Fitzhugh briefly discussed a project being explored, by which transmission lines might be relocated out of the floodplain. There is further work to do. Project falls under the Public Utilities Commission Section 248(j) procedures.

Next Meeting: September 6, 2023, at 6:30 pm at Community Room

Adjournment: Roya DeLegge moved to adjourn; Steve Davis seconded. **Motion carried, 4-0-0.**

The meeting adjourned at 7:23 pm.