

**Town of Northfield**  
**Approved Minutes of Planning Commission Meeting, March 23, 2016**

**Roll Call:** Steve Fitzhugh called the meeting to order at 7:00.

Present: Commissioners Donahue, Fitzhugh, Supplee, Goodrich. Interim, Zoning Administrator Schulz.

Members of the public: Steve Ingram, Craig Chase, Aaron Rhoads, Eric Caswell, Paul Brown

**Approval of Minutes of February 15, 2016 and February, 29, 2016.**

Motion by Donahue, seconded by Supplee to approve the minutes of 2-15-16 and 2-29-16.

**Motion passed 3-0-1.**

**Request by Steven & Shirley Ingram for a permit to subdivide the parcel at 1300 West Hill Road, into two lots: lot 1 to be 31.6 acres, and lot 2 to be 5.3 acres.**

Mr. Ingram stated that he is requesting approval to subdivide the property on West Hill into two lots: lot 1 to be 31.6 acres, and lot 2 to be 5.3 acres. He noted that West Hill splits the property into two parcels of land, and the house is one side of the road and the barn is on the other side. Also, the replacement septic system for the house is on the other side of the road from the house. Schulz stated that there is a concern that the proposed subdivision is creating two nonconforming lots that do not meet the minimum lot size requirement of 5 acres.

Mr. Chase noted that the issue of a road splitting a property and whether it creates lots is handled differently in VT Towns. Mr. Ingram responded that the presence of the road does not create new lots because a road is not a boundary line. He added that a lot is defined by the property line and that a road is not a boundary line.

The Commission discussed the comment that the State of Vermont considers that a road crossing a parcel of land subdivides it into two lots.

The Commission discussed approving the permit with a condition that the two lots (Lots A & B) be maintained as a single lot. Motion by Donahue, second by Supplee to approve the subdivision with a condition that Lots A and B be maintained as continuous lots. **Motion failed 1-2-1.**

**American Legion Post # 63 – request for approval for 52” by 40” freestanding sign at 48 Depot Square.**

Representatives of the America Legion presented a proposal to install a freestanding lighted sign on their property, noting that the sign will be lighted inside the frame, and that the sign will be about 6 feet from the building.

The Commission discussed the location of the sign and a concern about the sign being within the setback. Because of the building location near the sidewalk and property line, it was agreed that the proposed sign location is acceptable.

Motion by Donahue, and seconded by Supplee to approve the Legion's sign with the condition that it be light only from dusk to closing. **Motion passed 4-0-0.**

### **Zoning Bylaws Revision**

The Commission discussed several issues associated with the draft. Work on the bylaws will continue at the next Commission meeting on April 18.

### **Discussion of Planning Commission Vacancies**

Aaron Rhoades stated that he is a resident of Northfield and that he is interested in becoming more involved in Town government and serve on the Planning Commission. The Commission made a motion to recommend that the Select Board appoint Aaron Rhoades to the Planning Commission. Motion passed 4-0. Next, Paul Brown, Northfield resident, stated that he is also interested in serving on the Commission. The Commission noted that with the appointment of Aaron to the Commission, the Commission would be fully staffed. The Commission suggested that Paul meet with the ZBA about serving as an alternate on the ZBA.

Meeting adjourned at 8:50 PM.