

**TOWN OF NORTHFIELD, VERMONT
DEVELOPMENT REVIEW BOARD
Minutes of February 23, 2023**

**7:00 pm at Brown Public Library Community Room
(also available remotely via Town GoToMeeting Account)**

The meeting was called to order at 7:01 pm by Vice Chair Tim Donahue.

Roll Call: Present for the meeting were DRB members Tim Donahue, Paul Brown, Steve Davis, and Larry Garland. William Smith was absent. Also present was ZA & DRB Clerk Mitch Osiecki. Also present were applicants Jess Doktor and Jason Doktor.

Approval of Minutes: Paul Brown moved to approve the minutes of January 26, 2023. Larry Garland seconded. **Vote to approve: 4-0.**

Home Occupation for Jess Doktor

Jess Doktor explained the nature of her work operating an elevator repair business. Applicant seeks approval for a Home Occupation permit to perform billing and other paperwork from her home on Windy Wood Road. She will also use a portion of her garage to store some elevator parts.

Jess explained that she will not see clients in her home office. No plans for any signage. Jess noted that she has one employee, who will stop by occasionally to pick up some parts.

No additional questions from the DRB.

Mitch noted that he had a brief phone conversation for an abutting property owner, Douglas Brukart, who said he has no concerns about the proposed home occupation.

Motion: Steve Davis moved approve the application as presented; Paul Brown seconded.
Vote to approve: 4-0-0.

Home Occupation for Jason Doktor

Jason Doktor described his business, Vermont Elevator Inspections. Applicant seeks approval for a Home Occupation permit to perform billing and other paperwork aspects of the business from his home on Windy Wood Road.

Jason explained that he worked as an elevator inspector in Boston for several years. He moved to Vermont a few years ago, and purchased the company he worked for in 2019. Recently moved to Northfield from Essex Junction, hence the request of a home occupation permit.

No additional questions from the DRB.

Motion: Paul Brown moved to approve the application as presented; Larry Garland seconded.

Vote to approve: 4-0-0.

Other Business

Steve Davis noted that Casella has recently taken over operation of the recycling service at the Town Transfer Station, and asked whether the operation required Conditional Use approval from the DRB. He also noted they have signage, but have not requested approval.

Mitch responded that the operation of the recycling service is likely considered a continuation of an existing use, which is why the Town has not sought approval. Mitch agreed that the sign likely needed approval, but noted that zoning fees are typically waived for projects on town property, as this winds up being the town paying itself a permit fee. Mitch will discuss this with Jeff Schulz, and make sure any appropriate permits are sought from the DRB.

A question was also asked about someone operating a home occupation from a property on Slaughter House Road.

Mitch replied that he was not aware of this situation. Will look into it and compel to seek zoning approval if appropriate.

Next Meeting: March 23, 2023 at 7:00 pm.

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

Meeting adjourned at 7:43 pm.