

TOWN OF NORTHFIELD, VERMONT
DEVELOPMENT REVIEW BOARD
Minutes of June 25, 2026

The meeting was held in 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 by Chair Bill Smith at 7:04 pm.

Roll Call: DRB members Bill Smith, Joel DeLary, and Elroy Hill were present. Kevin Pecor and Brian Massey were absent. Clerk Mitch Osiecki was also present. Also present were Francisco & Amia Cervantes- (applicants); Alyssa Fillion and Stuart Hallstrom (applicants); and Doug Allen (neighboring property owner).

Francisco & Amia Cervantes, Alyssa Fillion, and Stuart Hallstrom participated remotely via Zoom; all others were physically present in the Community Room.

Approval of Minutes

Approval of minutes of May 28 tabled (Joel DeLary was not present for May meeting – lack of a quorum).

Permit #2026-20 – Conditional Use permit for Francisco & Amia Cervantes.

Francisco & Amia Cervantes presented their project proposal.

The applicants propose to use their property to host outdoor weddings and other events on weekends from May through November.

Parking will be directed to a field near a barn. No infrastructure or road access will be needed as access to the field already exists.

Tents may sometimes be used, but not necessarily for every event. Will depend primarily on the size of the event.

Doug Allen asked about the hours during which these events will be held.

It was noted that Northfield does not currently have a noise ordinance but has established a 10:00 pm curfew for outdoor events.

He also asked about the amount of traffic these events might generate. Is parking area a wetland?

Applicant responded that the parking area is not a wetland.

Stated that events would have a maximum capacity of 75-100 participants.

Plans are to hold one event over the course of a weekend. A typical schedule might include a small rehearsal gathering on Friday evening. The main would be held on Saturday afternoon/evening. There will be a minor cleanup of the site on Sunday.

Music? Possibly. That would be up to the folks holding the event.

Portalets and all other facilities/infrastructure needs will be handled by the third-party partner, On Thyme Events.

Joel asked whether the parking area will be clearly marked. Yes, third-party staff will supervise parking. Amia added that she and Francisco expect to have some involvement in oversight of parking. She commented that it is their property and they will want to make sure things run smoothly.

Elroy noted that event staff will likely need a permit from the Select Board if alcohol is served.

Applicants stated that they intend to work exclusively with About Thyme Events and build expertise together.

Bill commented that forming great relationships with neighbors is also helpful. Applicants agreed and expressed their commitment to being good neighbors.

Bill noted that the DRB can approve project subject to certain conditions and limitations. Applicants will be required to return to the DRB for further review should they wish to expand their capacity beyond what the DRB expressly allows during this review.

Conditions of approval will include:

- Events may be held May through November.
- One event per weekend.
- Maximum of 100 guests.
- No permanent structures.
- Event to end no later than 10:00 pm.
- Applicants will be responsible for oversight of parking.
- Applicants must ensure that access to the site for emergency services is maintained.
- Applicants will be responsible for securing a permit from the Select Board to serve alcohol.

Bill noted that Conditional Use review requires the DRB to review the following criteria:

- Capacity to manage proposed activities -- no concerns.
- Proposed activity will not adversely impact character of the neighborhood -- no concerns.
- Proposed activity does not run counter to objectives identified in Town Plan -- no concerns.

- Traffic impacts of proposed use are managed – no concerns.
- Ordinances in effect. Noise, alcohol already cited – no concerns.

Motion: Joel DeLary moved to approve the permit, subject to conditions listed above. Elroy Hill seconded.
Vote to approve: 3-0.

Permit #2026-27 – Subdivision of land of Stuart Hallstrom on Hallstrom Road.

Stuart Hallstrom’s daughter, Alyssa Fillion, presented the application.

The application proposes to divide the Hallstrom parcel into two lots, each approximately 5.9 acres. Each of the proposed lots will exceed the minimum lot size of 5 acres. Each of the proposed lots will also have sufficient road frontage along Hallstrom Rd, 680 feet and 495 feet, respectively.

In 2021, Alyssa Fillion received zoning approval to site a mobile home on Stuart Hallstrom’s property as an accessory dwelling unit (ADU). The structure is not depicted on the sketch plan submitted in support of this subdivision, but Alyssa Fillion confirmed that the location of the MH is well away from the proposed lot line of the proposed subdivision. Therefore, the proposed subdivision will not create a nonconformity by creating a setback issue.

Bill noted that upon approval, a final survey plat will need to be recorded in Northfield Land Records within 180 days.

Motion: Elroy moved to approve subdivision as presented. Joel seconded.
Vote to approve: 3-0.

Other Business

As a follow up to last month’s discussion of the lot at 35 Pleasant Street, Mitch reported that he has discussed this property with Rose Watts of the DEC. Rose shared her view that the Floodplain regulations define an accessory structure as a structure that is “nonresidential.” That is, a parcel does need to have a dwelling on it to have an accessory structure. That appears to support the idea of a modest redevelopment of this property.

Next Meeting: Thursday, July 23 at 7:00. (Bill and Joel both advised they will be out of town that week). Mitch will confirm availability of a quorum and possibly reschedule the meeting date. Stay tuned.

Adjournment

Motion: Joel moved to adjourn. Elroy seconded.
Vote to approve: 3-0.

Meeting adjourned at 8:00 pm.