

**TOWN OF NORTHFIELD, VERMONT  
DEVELOPMENT REVIEW BOARD  
Minutes of October 28, 2021**

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

The meeting was called to order at 7:10 pm by Chair Bill Smith.

**Roll Call:** Present for the meeting were DRB members William Smith, Tim Donahue, Paul Brown, Steve Davis, and Larry Garland. Also present were ZA & DRB Clerk Mitch Osiecki along with residents Brad Johnson (applicant), Rose Thackeray (applicant), Emily Virzi (applicant), Bernie Atwood, and Steve Hatch. Chris LaCroix (applicant), Amia & Francisco Cervantes (applicants), Rohit Sharma (applicant), Peter Evans (applicant), Kevin Pinkham & Cathleen George (applicants), and William Cecil & Cheryl Chittick (abutting landowners of Pinkham & George) attended remotely.

**Approval of Minutes:** Tim Donahue moved to approve the minutes of August 26. Paul Brown seconded. **Vote to approve: 4-0-1 (Garland abstained).**

**Sign Permit for Ross & Bean:** Item tabled once again.

**Conditional Use Permit for Chris LaCroix:** Chris LaCroix has applied for conditional use approval to operate a commercial food processing facility at 310 North Main Street.

Chair Smith explained that because property is along the main road through town, there are several items of interest that the DRB will wish to discuss. Questions/responses from Chris:

Hours of operation? Possibly around the clock, eventually.

Number of employees? Uncertain, depends on demand for products.

Will facility be open to the general public? No.

Deliveries of supplies and pickup of finished products? Plans are undeveloped at this point.

Exterior signage or lighting? Nothing planned at this point.

Question from Paul Brown: Is it fair to characterize the operation as a commercial bakery?

Chris: Does not wish to limit the potential product line to baked goods specifically.

Is the proposed facility your only facility? No, currently operating a facility on Montpelier.

Are you expanding operations to Northfield, or moving from Montpelier to Northfield? Undecided at this time. Either is possible.

Paul Brown: Would like some clarity that Northfield can meet sewer and water demands.

Chris: Have spoken with Patrick Demasi, and the town has no concerns about ability to meet needs of the facility.

No further questions for the DRB. No other parties present with questions.

**Motion:** Steve Davis moved to approve conditional use request as presented. Larry Garland seconded.

**Vote to approve: 5-0-0.**

**Sign Permit for Cervantes Dog Training & Rehabilitation** Amia Cervantes has applied for approval of signage for home occupation that was approved by the DRB in September 2020.

Application provides all required documentation, no additional information to share.

No further questions from the DRB, and no comments from public.

**Motion:** Paul Brown moved to approve as presented. Steve Davis seconded. **Vote to approve: 5-0-0.**

**Sign Permit for Moksha Farm LLC** Rohit Sharma has applied for approval to replace existing sign at the property formerly operating as Village Pizza. The replacement sign will be slightly smaller than the existing sign, but will be in the same location.

No further questions from the DRB, and no comments from public.

**Motion:** Tim Donahue moved to approve as presented. Paul Brown seconded. **Vote to approve: 5-0-0.**

**Sign Permit for United Church of Northfield** Peter Evans has applied for approval to replace existing signage for the United Church of Northfield.

The new signage will be in the same location as existing signage, but will be turned 90 degrees. The current sign is wooden; replacement sign will be white composite material. The new sign will include low-voltage, downcast lighting. The sign will only be illuminated on the occasion of evening services.

**Motion:** Tim Donahue moved to approve as presented. Paul Brown seconded. **Vote to approve: 5-0-0.**

**Conditional Use Permit for Brad Johnson** Brad Johnson has applied for conditional use approval to operate a portable sawmill and conduct lumber sales from his home at 652 Stony Brook Road.

Brad explained that his business partner owns a portable sawmill, which they would like to eventually use at his Stony Brook Road address to produce a modest amount of dimensional lumber.

Brad projects that, at most, they might spend 1/3 of a typical work week producing lumber. The sawmill will be used outdoors. Brad has spoken to his neighbors, none of whom expressed any concerns about his plans.

No further questions from DRB members or members of the public.

**Motion:** Paul Brown moved to approve as presented. Larry Garland seconded. **Vote to approve: 5-0-0.**

**Subdivision request for Pinkham & George** Kevin Pinkham and Cathleen George have applied to subdivide property on Bailey Road.

Bill Smith recused himself, as he represents Pinkham & George. Tim Donahue led discussion of this matter.

The proposed subdivision will create two lots: Lot #1 will be about 52.12 acres; Lot #2 will be about 5.04 acres. Both proposed lots will meet minimum lot size for the Low-Density Residential District, and will have sufficient road frontage. No development is proposed at this time, but a single-family dwelling is anticipated for Lot #2. Applicants wish to defer site plan review until a later date.

Abutting property owners, William Cecil & Cheryl Chittick were in attendance, but expressed no concern about the proposed development.

No further questions from DRB members or other residents.

**Motion:** Steve Davis moved to approve as presented. Paul Brown seconded. **Vote to approve: 4-0-1 (Smith abstained).**

**Conditional Use Permit for Rose Thackeray & Emily Virzi** Rose Thackeray & Emily Virzi have applied for conditional use approval for an accessory dwelling unit (ADU).

Emily Virzi explained that they wish to build a small cabin on their property that will be used primarily as occasional accommodations for visiting family.

The proposed structure is 20' x 26' and meets the standards of an ADU. Since the proposed ADU is to be a new structure, it must be approved by the DRB under conditional use criteria.

Paul Brown: Noted presence of an existing small structure near the site of the proposed ADU.

Response: That structure will be relocated elsewhere on the property and repurposed for on-going farm operations.

No further questions from DRB members or residents.

**Motion:** Tim Donahue moved to approve as presented. Paul Brown seconded. **Vote to approve: 5-0-0.**

### **Other Business**

Steve Hatch addressed the DRB on behalf of Bernie Atwood. Steve brought to the attention of the DRB a matter that was presented to the DRB in May of 2018. Specifically, Donald Smith had applied for a variance of setback standards for the purpose of siting a shipping container on his property.

The DRB tabled that matter as the application was incomplete. Without first correcting the deficiencies in the application and returning to the DRB to secure the variance, Donald Smith sited the shipping container on his property. The structure does not have a permit. Steve shared photos with the DRB that he believes show that the shipping container may encroach on Bernie Atwood's property.

Mitch addressed the DRB and explained that he's had conversations with both Bernie and Donald about the need to resolve the situation.

Donald Smith has submitted an application once again seeking a variance from setback standards to site the shipping container on his property. This item will be on the agenda for the next DRB meeting. Mitch will advise Donald Smith to ensure that a completed application is submitted in advance of the meeting.

**Next Meeting:** December 2, 2021 at 7:00 pm.

**Adjournment:** Paul Brown moved to adjourn; Steve Davis seconded. **Motion carried, 5-0-0.**

Meeting adjourned at 8:10 pm.

Respectfully submitted,

Mitch Osiecki  
DRB Secretary