

TOWN OF NORTHFIELD, VERMONT

DEVELOPMENT REVIEW BOARD

Minutes of July 24, 2025

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 at 7:01 pm.

Roll Call: DRB members Bill Smith, Joel DeLary, Elroy Hill, Brian Massey, and Kevin Pecor were present. Clerk Mitch Osiecki was also present. Also in attendance was applicant Raymond Payette; Jodi Maczko (representing Raymond Payette); and Paul Brown (abutting property owner).

All meeting participants were physically present in the Community Room.

Approval of Minutes

Motion: Kevin Pecor moved to approve minutes of June 26. Elroy Hill seconded.

Vote to approve: 5-0.

Permit #2025-48 – Subdivision (1 new lot) for Raymond Payette.

Bill Smith noted that he has performed legal work for Mr. Payette. Bill will chair the meeting but will recuse himself from discussions and the vote on this application.

Raymond Payette presented his application. The applicant proposes to create a lot of approximately 10 acres lot from his parcel of some 138 acres. The 10-acre lot will include an existing dwelling and outbuildings. The parent lot will include an old primitive cabin.

Jodi Maczko asked to waive a survey of the parent lot.

Mitch noted that the proposed 10-acre lot appears to include the entirety of the property's road frontage. This means that a deed conveying the proposed new lot will need to include a driveway easement guaranteeing road access to the parent lot.

Jodi Maczko noted that both lots will be kept within the family, so access is not an issue. Mitch clarified that one or both lots could be sold to a non-family member eventually, and the town is required to ensure that a lot does not become landlocked and inaccessible.

There were no further questions from DRB members or any interested parties.

Motion: Joel DeLary moved to approve the application as presented. Brian Massey seconded.

Vote to approve: 4-0-1 (Bill Smith abstained). Motion carried.

Mitch noted that with the project approved, the applicant will be required to record a final survey plat of the 10-acre lot in the Town Land Records within 180 days. Failure to record the survey plat in a timely manner will cause the approved subdivision to be declared null and void. Mitch will work with the applicant to ensure the survey plat is recorded on time.

Other Business

Mitch noted there is a potential delay with the Cross Brothers Dam removal. The town has been trying to work out a boundary line adjustment with the owners of Dollar General to create better access to the work site. That access has not yet been settled.

Mitch also noted that the town's previous version of zoning regulations included sections describing composition and operating procedures for both the Planning Commission and Development Review Board. When enacting updated zoning regulations last year, we anticipated having the Select Board adopting stand-alone ordinances for the PC and DRB. Those ordinances appear to have fallen through the cracks.

Mitch provided old standards for the DRB, along with a model ordinance to replace our old regs. DRB members are asked to review and provide Mitch with comments. Mitch hopes to have DB adopt these ordinances in August.

Next Meeting: August 28 at 7:00.

Adjournment

Motion: Elroy Hill moved to adjourn. Joel DeLary seconded.

Vote to approve: 5-0.

Meeting adjourned at 7:20 pm.

A recording of this meeting can be viewed at this link: (Coming Soon)