

**TOWN OF NORTHFIELD, VERMONT  
DEVELOPMENT REVIEW BOARD  
Minutes of July 27, 2023**

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

The meeting was called to order at 7:00 pm by Chair Bill Smith.

**Roll Call:** Present for the meeting were DRB members William Smith, Tim Donahue, Steve Davis, Larry Garland, and Joel DeLary. Also present were ZA & DRB Clerk Mitch Osiecki; Michael DeLary (applicant); Chris Alger (applicant); and Lisa Fernandez (abutting property owner of applicant Diane McKain).

**Approval of Minutes:** Steve Davis moved to approve the minutes of June 22, 2023. Joel DeLary seconded. **Vote to approve: 5-0.**

**Subdivision for Nicholas and Joel DeLary (property of David Carroll)**

Mitch explained that this is a request for a re-approval of a previously approved subdivision. Due to a miscommunication, the subdivision approved in September 2022 has become invalid, since the required survey plat was not recorded within 180 days, as required by zoning regulations. The exact subdivision approved in September 2022 is again requested (two, five-acre parcels, leaving a parent lot of some 61.5 acres).

There were no questions from members of the DRB or any abutting property owner.

**Motion:** Tim Donahue moved to approve the application as presented; Steve Davis seconded.  
**Vote to approve: 4-0-1 (Joel DeLary abstained).**

**Subdivision for Diane McKain**

Mitch advised that after tonight's agenda was published, Diane McKain withdrew her application. She had been planning to convey a five-acre parcel for her daughter, who eventually plans to build a home on the lot. Diane determined that the subdivision is not necessary after all.

Lisa Fernandez asked for clarification of the location of the future house site. Mitch offered to get in touch with Lisa and share those details.

### **Variance for Chris Alger**

Chris Alger described plans for an addition he wishes to build on garage recently rebuilt on his property at 78 South Main Street. He had originally requested a waiver of setbacks but realizes that rebuilding on the original footprint of the garage encroaches on the property setbacks to a greater degree than can be allowed by a waiver. He has amended his original permit and now seeks a variance from zoning standards.

Bill Smith noted that the standards for approving are difficult to achieve. He added that the original garage was considered a “pre-existing nonconforming structure.”

Mitch stated that all abutting property owners were notified by certified mail of tonight’s hearing. All owners returned cards indicating that they had received this notice. None contacted the zoning office to ask questions about the project or indicated any concerns.

Bill pointed to Section 4.06 of the zoning regulations, which covers nonconforming structures and nonconforming uses. Specifically, Section 4.06.C.2 states that nonconforming structures “(s)hall not be enlarged, altered, or replaced unless approved by the DRB as a Conditional Use in accordance with this section, except such structures requiring repair or rebuilding if damaged by fire or other accident.”

Bill offered his opinion that since the garage was not damaged by fire or accident, this provision allows the DRB to approve the lean-to addition as a Conditional Use.

**Motion:** Steve Davis moved to approve the proposed lean-to as a Conditional Use, as provided by Section 4.02.C.2 of the zoning regulations. Tim Donahue seconded.

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

### **Sign Permit for The Common Cone**

Mitch advised the applicant, Morgan Amell, had been advised of tonight’s hearing but is absent. The Sign Permit application includes a photo of the actual window signage, as well as the proposed sandwich board sign. Mitch has advised the owner that the sandwich board sign is to be brought inside at the close of business each day.

**Motion:** Tim Donahue moved to approve the application as presented; Steve Davis.

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

### **Other Business**

Mitch advised that Kristine Collins did not have a site plan ready to review for the July meeting but expects that she may appear on the agenda for the August meeting.

Also expected for August is a permit from the new owners of 70 Depot Square, most recently a Merchant's Bank facility but also known as the old train station.

The Site Plan for this property will likely propose a restaurant on the first floor and some apartments on the upper floor.

There are other projects in the pipeline, but Mitch is not aware of any others that are near DRB review.

**Next Meeting:** August 25, 2023, at 7:00 pm.

**Adjournment:** Tim Donahue moved to adjourn; Steve Davis seconded.

Meeting adjourned at 7:28 pm.