

**TOWN OF NORTHFIELD, VERMONT**  
**MEETING OF THE PLANNING COMMISSION**  
**Minutes of December 2, 2025**

The meeting was called to order at 6:30 pm by Chair Royal DeLegge.

**Roll Call:** Present for the meeting were Planning Commission members Royal DeLegge, Lucas Herring, Elroy Hill, Brian Massey, and Doug Shiok. Zoning Administrator & PC Clerk Mitch Osiecki was also present.

All meeting participants were physically present in the Community Room.

**Adjustments to Agenda:** No adjustments proposed.

**Motion:** Lucas moved to approve the agenda. Elroy seconded.

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

**Public Participation**

None

**Minutes**

**Motion:** Elroy moved to approve the minutes of the PC meeting on November 4. Lucas seconded.

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

**Old Business**

*Town Forest*

It appears that members of the Conservation Commission are exploring options other than an overlay district for the Town Forest. Royal has reached out to the CC but has not received a response. Royal plans to attend the next Conservation Commission meeting to discuss. Royal will report back at the January PC meeting.

*Neighborhood Development Area (NDA)*

Discussion tabled as Tom is unavailable tonight.

**CVRPC Updates**

Royal provided updates on activities at the CVRPC.

1. Several appointments were made to fill open positions on CVRPC committees.
2. The Regional Plan Committee still has one opening that needs to be filled.

3. Record Policy updates (retention of recordings and notification of intent to delete old recordings).
4. Discussion of a Code of Conduct policy, including managing public participation. Future action anticipated.
5. The Montpelier City Master Plan has been recognized as the Vermont Planners Association as the 2025 Plan of the Year.

### **Zoning Updates**

Mitch provided an update on some zoning issues around town. Some items of interest:

1. The dwelling being renovated on VT Route 12 North near the Berlin Town Line has finally received zoning approval.
2. The old laundromat on Water Street (FEMA buyout) has been razed.
3. An old dwelling on Jarvis Lane has also been razed. The owners of the property have zoning approval to build a duplex on the property.
4. The owner of a MH on Water Street recently damaged by fire plans to raze the MH and site a replacement structure in the spring or summer. Mitch has advised the owner on the requirements needed to gain zoning approval.
5. Brian Massey asked about another MH that has recently been razed on Pleasant Street. Mitch could not recall details immediately but will report back at the January meeting.

### **Other Business**

Brian Massey advised that he plans to run for a seat on the Select Board in the spring. He does not intend to resign from the Planning Commission but expects to step down as Vice-Chair. Will add to agenda for the January meeting.

It was noted that NAVI (Northfield Ambulance) has begun talking about the possibility of adding an additional ambulance bay to their building. That conversation appears to be in its early stages.

**Next Meeting:** Tuesday, January 6 at 6:30 pm.

Mitch noted that we may move the January meeting to the Municipal Building Conference Room if it looks like budget meetings will require the use of the Community Room.

**Adjournment:** Brian moved to adjourn; Lucas seconded.

**Motion carried, 5-0.**

Meeting adjourned at 7:14 pm.