

TOWN OF MARSHFIELD DEVELOPMENT REVIEW BOARD

Meeting Minutes

July 24, 2025

The regular semi-monthly meeting of the Marshfield Development Review Board was called to order by Dina Bookmyer-Baker, Chair, on July 24, 2025, in the meeting room of the Old Schoolhouse Common on School Street in Marshfield, Vermont. The meeting was also accessible via Zoom. The meeting was not ADA accessible due to flood-related damage to the Old Schoolhouse Common, though those needing accessibility could attend via Zoom.

Attendees

Present DRB: Dina Bookmyer-Baker, Les Snow, Gary Leach (Zoom), Lorraine Banbury (ZA and DRB clerk)

Public Attendees: Alisson and Stephen Hogan, applicants; Tim Morris, surveyor.

Call to Order

Chair Dina Bookmyer-Baker called the meeting to order and confirmed that a quorum was present. She welcomed participants and noted that the meeting was being recorded via Zoom with audio. Board members and staff introduced themselves for the record.

Approval of Agenda

The agenda was reviewed. Dina confirmed that the Hogan subdivision hearing would be taken up first, followed by the continuation of the C&C Campfires review. There were no objections, and the agenda was approved as presented.

Hogan Subdivision 1113 Cabot Road, ID CR035 – Sketch Plan and Preliminary Review

The Zoning Administrator presented a short memo summarizing the proposal. The existing parcel is 19.01 acres, to be divided into two lots of 13.67 and 5.34 acres, respectively. Road frontage exceeds the minimum requirement for both lots. The subdivision proposal includes a potential future single-family house site on Lot 2, with on-site water and wastewater. Board members discussed whether the house site was shown clearly on the plan. Board members confirmed that the plan shows the flood hazard overlay, proposed septic location, and required setbacks. They reviewed slopes and determined that no development was proposed on slopes greater than 15 percent. The subdivision uses the road as a natural dividing line, making the lot lines logical. There were no wetlands or conservation easements impacting the proposed development. Board members discussed driveway access, curb cuts, and whether additional permits would be required before construction. There was discussion of whether wildlife corridor fragmentation was an issue; Dina concluded, "Given that this side of the road is already open field, we do not believe the proposal significantly fragments wildlife habitat or natural areas." There was a brief discussion of the history of the lot, including the previous house fire and whether future redevelopment could re-establish a nonconforming setback. The Board agreed this issue may arise at a later date if redevelopment is proposed. Hearing no further questions, the Board closed the hearing for deliberation.

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Breer Application 110 Folsom Hill Road, ID: FO004 - Continuation

The Board discussed the pending Breer subdivision application and noted that additional materials were required before the hearing could be held. Lorraine explained that she had not yet had time to warn the application due to missing site plan information (the application was originally filed without Site Plan Review for desired construction on the new lot). The Board agreed to continue the hearing to August 14, 2025, to allow the applicant time to provide the necessary information. Dina moved to continue the hearing, Gary seconded, and the motion carried unanimously.

C&C Campfires 2654 VT Route 232, ID: GR045 – Conditional Use & Site Plan Review (Continuation)

Dina explained that the purpose of the continuation was to allow consultation with the town attorney on what regulations could be applied to the unpermitted structures. She stated, "We have had that consultation and a deliberative session, and we are ready to proceed." Board members agreed that enough testimony had been received and that no new information was needed. The hearing was closed for deliberation. Dina noted that a written decision would be issued within 45 days and cautioned that not all structures would be approvable, particularly those located within the setbacks.

Adjournment

There being no further business, Dina moved to adjourn the meeting. Gary seconded. All were in favor and the meeting adjourned.

Respectfully submitted,

--Lorraine Banbury