

**TOWN OF THETFORD**  
**DEVELOPMENT REVIEW BOARD**

**MEETING MINUTES**  
**August 27, 2024, HEARING**

Act No. 78 (S.222). General provisions; public information; Open Meeting Law; temporary provisions an act relating to authorizing temporary Open Meeting Law procedures in response to COVID-19 This act provides temporary authority for public agencies to hold meetings through electronic means without designating or staffing a physical meeting location. A public agency that uses this temporary authority must use technology that allows the public to directly access the meeting by electronic means and by telephone. A municipal legislative body or school board that uses the temporary authority provided by this act must record its meetings held by electronic means. This act also permits a public body to extend the deadline for the posting of minutes, provided that the public agency has a staffing shortage due to COVID19. Finally, this act permits a public agency to post meeting notices and agendas in electronic locations.  
Effective Date: January 18, 2023

**Members/Admin Present:**

**For Agenda #1**-Angela McCanna (Vice Chair), Bill Bridge, Orin Pacht (Zoom), and Kelly Gardner (ZA).

Attendees/Applicants Sarah & Steve Holzer, David Goodrich (Selectboard DRB Liaison).

**1) Warned Hearing on Application (TSD-705) (ZP24-40) Consider by Sarah and Steven Holzer for a subdivision on 52 Old Strong Road, Thetford, VT. This property is in the Rural Residential district.**

Ms. McCanna opens the hearing introducing the board members. Ms. McCanna states, “we have three board members, Orin is on zoom. Let us start the hearing at 7:05. This is a warned hearing for the subdivision considered by Sarah and Steven Holzer on the following property of 1499 Academy Road, Thetford Vermont, Parcel Number 0SA003.44, Tax map number 10-03-72. The zone is rural residential, and the proposal is a subdivision.”

Ms. McCanna invites Mr. and Mrs. Holzer to the table. Ms. McCanna states, “We have already met so we want to make sure from the preliminary hearing everything looks fine. I see you have submitted an updated survey.” Mrs. Holzer says, “yes, it is the same as what we had last time. 52 Old Strong is a parcel that is 5.36 acres, and we are going to subdivide it into two parcels with this lot line and get a 2.18 and a 3.18 parcel.”

Mrs. Holzer states, “There were a few additional things that you wanted. The survey map shows the septic systems.” Mr. Bridge mentions the well is now on the survey. Mrs. Holzer shows the well at the southern house and septic system one and two on the side of Old Strong Road. She also shows that there is a description of the rights of way in the notes which references is 20’ wide centered on the line to the septic area for maintenance purposes. Mrs. Holzer shows that the pond was added. Mrs. Holzer notes, “And the driveway shows as a driveway at 1663 Academy which is a little driveway just up to the house. The utility pole was changed near Academy Road.”

Mrs. Holzer states that she also has her septic design.

Ms. McCanna asks, “Did you bring a mylar tonight?” Mrs. Holzer states, “no we wanted to wait to print it out as she (referring to the surveyor) says it’s expensive and do not print it out unless you’re sure.” Ms. McCanna says, “ok, I think went over everything in the first meeting. Did you have any comments Orin?” Mr. Pacht says, “there are none. We asked for the information in the first meeting, and they provided them, so we are good.”

Ms. McCanna asks, “do we want to entertain a motion to approve the subdivision?”

All in favor 3/0

Ms. Gardner states to the Holzer's, "we need one mylar and two paper copies. This will be recorded in the town records."

**Administrative:**

Public Comment:

Discussion with Mr. David Goodrich (Selectboard Liaison) of the sign ordinance Mr. Goodrich states that the ordinance is close to completion.

Discussion of next month's agenda and if there would be any Development Review Board Members out. Ms. McCanna asks if any alternative members have been found. Ms. Gardner states, "none at this time."

It has been confirmed that the previous minutes will be held until Chair Tim Taylor signs them.

**Adjourn-7:14pm**

Please note: Hearings will be called in the order they appear above. If more than one hearing is scheduled and the applicant does not appear, the next applicant should be prepared to begin their hearing.

Respectfully submitted,  
Kelly Gardner, Zoning Administrator

Approved on the \_\_\_\_ day of \_\_\_\_\_, 2023.

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Angela McCann, Vice Chair