



GEORGIA VERMONT

DRB MEETING

Tuesday, November 04, 2025 at 7:00 PM
Chris Letourneau Meeting Room and via Zoom
Agenda

Zoom Details:

<https://us02web.zoom.us/j/7852587431?pwd=PBv40gFdgVnMmCTlaw2gLkbXfbpeH4.1&omn=87114687124>

Meeting ID: 785 258 7431 | **Passcode:** 5243524

Dial by your Location: 1 929 205 6099 (New York)

1. CALL TO ORDER - 7:00 PM
2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
3. PUBLIC HEARINGS
4. OTHER BUSINESS
5. PLAN NEXT MEETING AGENDA
 - A. November 18, 2024
6. DELIBERATIONS
 - A. BLA-002-25, Coolbeth Decision Letter
 - B. SK-005-25/DRB-001-25, 17 Black Walnut LLC Decision Letter
 - C. DRB Processes and Procedures, 2025 Development Regulations
7. ADJOURN

Agendas are posted to the Town website, four designated places within the Town of Georgia (Town Clerk's Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.

Minutes and videos of the meetings are posted on the Town of Georgia website.

Signed: Douglas Bergstrom, Zoning Administrator, DRB Coordinator

Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com

**TOWN OF GEORGIA
DEVELOPMENT REVIEW BOARD
FINDINGS OF FACT, CONCLUSIONS & ORDER**

**NOTICE OF DECISION
BLA-002-25**

**Owner of Parcel 1: Dan and Tina Coolbeth
Owner of Parcel 2: Dan and Tina Coolbeth
Boundary Line Adjustment**

This matter came before the Georgia Development Review Board (DRB) on the application of Dan and Tina Coolbeth, hereafter referred to as Applicants, seeking DRB approval for a boundary line adjustment between their two properties located at 32 Mills Road and Georgia Shore Road. The subject parcels are located within the Lakefront (L-1) and Lakeview (L-2) zoning districts. A Notice of Public Hearing was duly published on October 3, 2025, in the St. Albans Messenger, and all adjoining property owners were notified.

Applicant has submitted plans titled *“Boundary Line Adjustment Plat for Dan & Tina Coolbeth”* prepared by Bowman, dated May 13, 2025.

Based on the abovementioned public hearing, plans submitted, and additional documents contained in the planning file for this proposal, the DRB enters the following Findings of Fact, Conclusion, and Order.

FINDINGS OF FACT

NOTE: The application, any and all relevant evidence presented to the DRB, and the minutes of the hearing conducted by the Town of Georgia DRB on October 21, 2025, as well as documents from the original subdivision (FP-002-23) shall be considered part of the Findings of Fact and kept as part of the permanent record of the Applicants. This official record shall provide additional basis for the DRB’s decision.

1. Applicants are requesting DRB approval for a boundary line adjustment between the two parcels located at and near 32 Mills Road (Parcel ID #105160010,a) and Lakefront property between 190 Mills Road and 108 Mills Road (Parcel ID #105160070) in the LF/L-1 and LV/L-2 zoning districts. A public hearing was conducted by the DRB on October 21, 2025.
2. Lot 1 prior to the adjustment is sized at ±23.1 acres and will be ±9.0 acres once adjusted.
3. Lot 7 is sized at ±1.9 acres prior to adjustment and will be ±16 acres once adjusted.
4. The original subdivision hearing (PC-009-21) included subdividing the ±34 acres to the west of Georgia Shore Road (Parcel #(105160010,a) into 3 new lots/4 total lots. The ±31.2 acres to the east of Georgia Shore Road (Parcel #105160010,b) was not included in the decision. The subsequent subdivision plans (FP-002-23) included subdividing the ±34

acres to the west of Georgia Shore Road (Parcel #(105160010,a) into 4 lots, also not including the ±31.2 acres to the east of Georgia Shore Road (Parcel #105160010,b).

5. The ±31.2 acres to the east of Georgia Shore Road (Parcel #105160010,b) was excluded from prior subdivision hearings based on Georgia Shore Road serving as a natural subdivision of lands, (See Town of Georgia Development Regulations, 2025: Section 7.5: Natural Subdivision.)
6. The following members of the DRB were present for the BLA public hearing on October 21, 2025, constituting a quorum: Charles Cross, James Powell, Gilles Rainville, Jr., Glenn Sjoblom, Lisa Faure, Chris Caspers, Leigh Horton, Tony Gabel, Jared Waite. See meeting minutes for a list of others present.
7. The regulations in effect at the time of the application and decision: **Municipal Town Plan**, last amended January 6, 2025; **Town of Georgia Development Regulations**, effective November 4, 2025.

CONCLUSIONS

1. The Applicant has submitted all of the application materials required by the Georgia Development Regulations.
2. This application was reviewed as a Boundary Line Adjustment pursuant to the requirements and standards outlined in Section 7.3.1 the Town of Georgia Development Regulations. The application was deemed consistent with the above-mentioned standards and requirements.
3. The approval of the boundary line adjustment is based on all information and documents in the DRB file.

ORDER

1. The submitted plans shall indicate the following:
 - A. Address of the subject properties.
 - B. Name and address of the owners of record of the subject properties.
 - C. Name and address of the owners of record of adjoining lands.
 - D. Name and address of person or firm preparing the map
 - E. Scale of map, north point, date of map/revisions, and legend
 - F. Current lot lines (labeled as such), proposed lot lines (labeled as such)
 - G. Current acreage of each lot and proposed acreage of each lot
 - H. Means of accessing each lot
 - I. Existing sewage disposal area for each lot, and existing water source for each lot.
 - J. A site location map showing the location of the project in relation to nearby town/state highways and developed areas at scale of one-inch equals one thousand feet.

- K. Town Clerk and DRB Chairperson signature blocks, a new version of this signature block is available on the Town of Georgia website (under Zoning Resources).
2. The Boundary Line Survey Plat shall be accompanied by a vicinity map drawn at the scale of not over four hundred (400) feet to the inch to show the relation of the proposed boundary line adjustment to the adjacent properties and to the general surrounding area.
3. The Boundary Line Survey Plat submitted on Mylar measuring 18” by 24” with signature, shall be filed by the subdivider with the Town Clerk within 180 days of the DRB’s signed written decision. Boundary line adjustment approval shall expire if the survey plat is not filed by the Applicants within the 180-day period. The Zoning Administrator, upon written request prior to the expiration date, shall extend the date for filing the survey plat by an additional 90 days if final local or state permits or approvals are still pending.
- a. **Approval expires May 18, 2026.**

Dated at Georgia, Vermont, this 18th day of November, 2025.

By _____
Charles Cross
Georgia DRB Chair

DRB members participating in this decision: Charles Cross, James Powell, Gilles Rainville, Jr., Glenn Sjoblom, Lisa Faure, Leigh Horton, Tony Gabel, and Jared Waite.

Vote to approve: In favor - 7, Opposed - 0, Abstain - 0, Absent - 0

In favor:
Opposed:
Abstain:
Absent:

Reconsideration Information:

At the request of the Applicant or interested parties, or on its own motion, the DRB may reopen a public hearing for reconsideration of findings, conclusions, or conditions of the decision. A request by the Applicant or interested parties must be submitted to the ZA Office within the 30- day appeal period in accordance with Section 8.7(B).

30 Day Appeal Information:

An “interested person”, who has participated in this proceeding, may appeal this decision to the Vermont Environmental Court within 30 days of the date this decision was signed. Participation shall consist of offering, through oral or written testimony, evidence or a statement of concern related to the subject of the proceeding. See V.S.A. Title 24, Chapter 117, Section 4465b for clarification on who qualifies as an “interested person”.

Notice of the Appeal, along with applicable fees, should be sent by certified mail to the Vermont Environmental Court. A copy of the notice of appeal should also be mailed to the Town of Georgia.

DRAFT



GEORGIA VERMONT

November 4, 2025

17 Black Walnut, LLC
c/o Kevin Camisa
85 South Bay Circle
Colchester, VT 05446

RE: SK-005-25
Sketch Plan Review

Dear Mr. Camisa,

On October 21, 2025, the Development Review Board (DRB) reviewed your Sketch Plan Application for the proposed 20-lot subdivision of your parcel located at 26-104 Ballard Road, Georgia Vermont (Parcel IDs #109630200, #109630400, #109630500 and #109630600) within the Village Core (VC) zoning district. The DRB has classified your proposal as a major subdivision pursuant to the definition of *Subdivision, Major* in 7.3.5 of the Town of Georgia Development Regulations (October 13, 2025). A major subdivision will require a publicly warned Preliminary Plat Review before the DRB. The application for the Preliminary Plat Review shall be submitted to the Zoning Administrator within six (6) months of the date of this letter pursuant to Section 7.3.5.

- 6 (six) months from the date of this letter is April 21, 2026.

In addition to those requirements delineated in Section 7.2, Table 7.1 of the Georgia Development Regulations and Preliminary Plat application checklist, the DRB requests the application and next set of site plan(s) include the following:

1. The survey plat must be completed by a licensed land surveyor and engineer and submitted to the Zoning Administrator with the Preliminary plat application. The survey plat and site plan shall contain the following:
 - a. Proposed subdivision name or identifying title, the name of the municipality, the name and address of the record owner, the name, license number and seal of the

- licensed land surveyor, the boundaries of the subdivision and its general location in relation to existing street, scale, date and true north point.
- b. The zoning district designation of the area to be subdivided and any zoning district boundaries affecting the parcel within the blocks.
 - c. The length of all straight lines, the deflection angles, radii, length of curves and central angles of all curves, tangent distance, and tangent bearings for each street.
 - d. Lots within the subdivision numbered in alternating order.
 - e. Permanent reference monuments and lot corner markers shall be clearly indicated. Monuments shall be set at all corners and angle points of the boundaries of the subdivision.
 - f. Rights of way with metes and bounds calculated along the centerline of said rights of way.
 - g. Deed reference, tax map reference.
 - h. Names and deed reference of all abutting landowners.
 - i. DRB and Town Clerk signature blocks
2. The Preliminary Plat shall be accompanied by a vicinity map drawn at a scale of not over four hundred (400) feet to the inch to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area.
 3. The Village Core (VC) District promotes a compact settlement of mixed-use small-scale businesses, civic, and residential uses in a walkable community. The project's design should encourage uninterrupted pedestrian circulation through sidewalks or multi-use paths.
 4. Due to the property's limitations in handling impervious surfaces, the DRB would consider a project design utilizing one-way roads to benefit traffic flow and allow for a better pedestrian/automobile layout.
 5. The project, as proposed, would require 8,500 SF of commercial space to offset the residential portion of the project per Georgia Development Regulations Section 2.10.4 (C)(3)(a)
 6. The proposed public recreation area would offset 3,500 SF of the commercial space requirement if approved.
 7. From the Sketch Plan Review, the following waivers may be required:
 - a. Backing of vehicles onto a private road.
 - b. Use of a one-way road
 8. A Boundary Line Adjustment application should be submitted as part of the preliminary plat application to address the change between 26 Ballard Road (lot 4) and lot 2.
 9. The Applicants shall provide an ability to serve letter from the Fire Chief as part of the preliminary plat application.

- 10.
11. Applicant shall provide the DRB Coordinator with updates to the Applicant's Stormwater permit.
12. The Applicant must submit approved wastewater permits as part of the preliminary plat application.
13. Draft deeds for all lots that discuss all right-of-way, easements, and restrictions shall be submitted with the Preliminary Plat application.
14. In addition to what is noted in this letter, the Applicant is responsible for securing any and all necessary permits to complete this project.

If you have any questions, please contact our Zoning Administrator and DRB Coordinator, Douglas Bergstrom, at 524-3524 or zoning@townofgeorgia.com.

We look forward to receiving your next submittal.

Sincerely,

James Powell
Georgia DRB Vice-Chair

Cc: Interested Parties



GEORGIA

VERMONT

DEVELOPMENT REVIEW BOARD

January - December 2026

Regularly Scheduled Meetings - 1st and 3rd Tuesdays

Date of Meeting	Time	Location	Warned Public Hearing Deadline - Monday 4pm	Noticed Hearing Deadline - Monday 4pm	Public Hearing Paper Deadline - Monday 4pm
January 6, 2026	7:00 PM	Chris Letourneau Mtg Rm	December 1, 2025	December 15, 2025	December 19, 2025
January 20, 2026	7:00 PM	Chris Letourneau Mtg Rm	December 15, 2025	January 5, 2026	January 2, 2026
February 3, 2026	7:00 PM	Chris Letourneau Mtg Rm	December 29, 2025	January 19, 2026	January 16, 2026
February 17, 2026	7:00 PM	Chris Letourneau Mtg Rm	January 5, 2026	January 26, 2026	January 20, 2026
March 3, 2026	7:00 PM	Chris Letourneau Mtg Rm	January 26, 2026	February 9, 2026	February 13, 2026
March 17, 2026	7:00 PM	Chris Letourneau Mtg Rm	February 9, 2026	February 24, 2026	February 27, 2026
April 7, 2026	7:00 PM	Chris Letourneau Mtg Rm	March 2, 2026	March 16, 2026	March 20, 2026
April 21, 2026	7:00 PM	Chris Letourneau Mtg Rm	March 16, 2026	March 30, 2026	April 3, 2026
May 5, 2026	7:00 PM	Chris Letourneau Mtg Rm	March 30, 2026	April 13, 2026	April 17, 2026
May 19, 2026	7:00 PM	Chris Letourneau Mtg Rm	April 13, 2026	April 27, 2026	May 1, 2026
June 2, 2026	7:00 PM	Chris Letourneau Mtg Rm	April 27, 2026	May 11, 2026	May 15, 2026
June 16, 2026	7:00 PM	Chris Letourneau Mtg Rm	May 11, 2026	June 1, 2026	May 29, 2026
July 7, 2026	7:00 PM	Chris Letourneau Mtg Rm	June 1, 2026	June 15, 2026	June 19, 2026
July 21, 2026	7:00 PM	Chris Letourneau Mtg Rm	June 15, 2026	June 29, 2026	July 3, 2026
August 4, 2026	7:00 PM	Chris Letourneau Mtg Rm	June 29, 2026	July 13, 2026	July 17, 2026
August 18, 2026	7:00 PM	Chris Letourneau Mtg Rm	July 13, 2026	July 27, 2026	July 31, 2026
September 1, 2026	7:00 PM	Chris Letourneau Mtg Rm	July 27, 2026	August 10, 2026	August 14, 2026
September 15, 2026	7:00 PM	Chris Letourneau Mtg Rm	August 10, 2026	August 24, 2026	August 28, 2026
October 6, 2026	7:00 PM	Chris Letourneau Mtg Rm	August 31, 2026	September 14, 2026	September 18, 2026
October 20, 2026	7:00 PM	Chris Letourneau Mtg Rm	September 14, 2026	September 29, 2026	October 2, 2026
November 3, 2026	7:00 PM	Chris Letourneau Mtg Rm	September 28, 2026	October 12, 2026	October 16, 2026
November 17, 2026	7:00 PM	Chris Letourneau Mtg Rm	October 12, 2026	October 27, 2026	October 30, 2026
December 1, 2025	7:00 PM	Chris Letourneau Mtg Rm	October 26, 2026	November 11, 2026	November 13, 2026
December 15, 2025	7:00 PM	Chris Letourneau Mtg Rm	November 9, 2026	November 24, 2026	November 27, 2026

Please note: The public hearing deadline and submission deadline are the last date that an application can be received to be eligible for inclusion on the scheduled meeting, but inclusion is not guaranteed. If the application is deemed incomplete, it will not be scheduled for a DRB meeting until the application is complete. If the DRB Meeting already has too many items it may be closed earlier than the public hearing or noticed application deadlines and any items received will be scheduled for the following meeting. The final items for the meeting agenda may still be amended after the application date by Zoning staff.

Adopted November 4, 2025