



GEORGIA VERMONT

DRB MEETING

Tuesday, August 19, 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. APPROVAL OF MINUTES
 - [A.](#) DRB Meeting Minutes: August 5, 2025
5. OTHER BUSINESS
6. PLAN NEXT MEETING AGENDA
 - A. Next Meeting: September 2, 2025
7. DELIBERATIONS
 - [A.](#) Decision Letter for SA-002-25, Redeeming Grace Church
8. 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



GEORGIA VERMONT

DRB MEETING Tuesday, August 05, 2025 at 7:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

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

DRB PRESENT

Chair Charles Cross, Gilles Rainville, Glenn Sjoblom, Chris Caspers, Tony Gabel

DRB ABSENT

Vice Chair James Powell, Lisa Faure, Leigh Horton

STAFF PRESENT

Doug Bergstrom, Zoning Administrator; Kollene Caspers, Zoning Clerk

PRESENT FOR FP-004-25

Stephen Tetreault, Engineer for the project

2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

3. PUBLIC HEARINGS

A. FP-004-25, Letourneau Final Plat

- Chair Cross read the Final Plat application details.
- Stephen Tetreault, Engineer for the project, was present at the hearing to further explain the subdivision and answer questions from the DRB.
- There are no major changes from the last hearing, S. Tetreault added the septic details to the mylar and clarified some minor errors to the plans.
- There is no proposed development on Lot 2 at this time.

Motion to close the hearing at 7:03pm

Motion made by Sjoblom, Seconded by Rainville.
Voting Yea: Chair Cross, Rainville, Sjoblom, Caspers, Gabel

4. **APPROVAL OF MINUTES**

A. DRB Meeting Minutes: July 15, 2025

Motion to approve minutes as written.
Motion made by Sjoblom, Seconded by Rainville.
Voting Yea: Chair Cross, Rainville, Sjoblom, Caspers, Gabel

5. **OTHER BUSINESS**

6. **PLAN NEXT MEETING AGENDA**

A. August 19, 2025

7. **DELIBERATIONS**

Motion to enter into Deliberative Session at 7:06pm

Motion made by Sjoblom, Seconded by Gabel.
Voting Yea: Chair Cross, Rainville, Sjoblom, Caspers, Gabel

Motion to exit from Deliberative session at 7:24pm
Motion made by Rainville, Seconded by Gabel
Voting Yea: Chair Cross, Rainville, Sjoblom, Caspers, Gabel

Action taken out of deliberative session:

- SA-002-25, Redeeming Grace Church Site Plan Amendment Decision Letter, tabled for Deliberative Session, August 19, 2025 DRB Meeting.
- FP-004-25, Letourneau Final Plat Decision Letter and Mylar signed.

8. **ADJOURN**

Motion to adjourn at 7:25pm
Motion made by Rainville, Seconded by Sjoblom.
Voting Yea: Chair Cross, Rainville, Sjoblom, Caspers, Gabel

Minutes and videos of the meetings are posted on the Town of Georgia website.
Signed: Kollene Caspers, Zoning Clerk, DRB Clerk
Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com



Town of Georgia

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NOTICE of DECISION

In re: Redeeming Grace Church, Applicants
Permit Application No.: SA-002-25

Decision and Findings of Fact for Site Plan Amendment to Increase Parking Spaces to Existing Lot (PC-021-09 & ZBA-012-09)

Dear Applicant,

After a duly warned hearing of the Development Review Board (DRB) on July 15, 2025, the following action was taken with regard to your request:

GRANTED

Note: The application, any and all relevant evidence presented to the Board, and the minutes of the Board at the hearing conducted by the Town of Georgia DRB on July 20, 2025, and relevant information from public records and sources, shall be considered part of the Finding of Fact and kept as part of the permanent record of the applicant/owner.

This official record shall provide additional basis for the Board's decision.

Background:

This matter came before the Town of Georgia DRB on the application of Redeeming Grace Church, hereinafter referred to as Applicants, requesting a Site Plan Amendment to increase the number of parking spaces to the existing parking lot as depicted in the mylar from an approved Planning Commission hearing, PC-021-09, and Zoning Board of Approval ZBA-012-09. A Notice of Public Hearing was duly published in the St. Albans Messenger on June 27, 2025, and all abutting property owners were notified.

The DRB conducted a public hearing on this application on July 20, 2025. Applicant's Engineer, Nick Smith, was present at the hearing. Applicant submitted a Site Plan Amendment application and the Zoning Administrator presented a DRB report.

Finding of Facts:

1. Applicant is requesting Site Plan Amendment to expand the western parking lot to increase the number of parking spaces (+40) and plant new arborvitae screening to match the existing landscaping.
2. The Site Plan Amendment will allow for additional parking on land currently used for overflow parking and add additional handicapped parking spaces.
3. See also previously approved decisions, PC-021-09 and ZBA-012-09.
4. Permeable gravel will be installed instead of paving the lot, so as storm water can pass through the gravel. This is intended as a temporary (three to five years) gravel parking area.
5. Arborvitae will be planted in line with the existing landscaping to delineate the parking area.
6. The following members of the DRB were present for the Site Plan Amendment public hearing on July 15, 2025 constituting a quorum: Charles Cross, Gilles Rainville, Jr., James Powell, Lisa Faure, Glenn Sjoblom, Leigh Horton and Chris Caspers. See meeting minutes for a list of others present.
7. The regulations in effect at the time of the decision: **Municipal Town Plan**, last amended January 6, 2025; **Town of Georgia Development Regulations**, last amended February 27, 2023.

Conclusion:

The Board concludes as follows:

1. The Applicants have submitted all relevant Site Plan information required by the Town of Georgia Development Regulations.
2. The approval of the Site Plan amendment is based on all plans and documents submitted and contained in the zoning file for this project.

Decision:

Based on the Findings of Fact and Conclusions set forth above, the Georgia DRB **APPROVES** the Site Plan Amendment to increase the number of parking spaces to the existing parking lot as depicted in the mylar from an approved Planning Commission hearing, PC-021-09 and Zoning Board of Approval ZBA-012-09. All other orders of the original decision shall remain in place.

These conditions shall not be deviated from absent an amendment granted by the Board.

All plats, plans, drawings, etc., listed above or submitted at the hearing and used as a basis for the decision to grant the permit shall be binding on the applicants, their heirs and assigns. Projects must be completed in accordance with such approved plans and conditions. Any deviation shall be a violation of the permit and subject to enforcement action by the Town.

NOTICE: This decision may be appealed to the Vermont Environmental Court by an interested person who participated in the proceeding before the Development Review Board. Such appeal must be taken within 30 days of the date of this decision pursuant to 24 V.S.A. Section 4471. Notice of the appeal shall be filed by certified mailing, with fees, to the environmental court and by mailing a copy to the Zoning Administrator who shall supply a list of interested persons to the appellant within five working days. Upon receipt of the list of interested persons, the appellant shall, by certified mail, provide a copy of the notice of appeal to every interested person.

EXPIRATION: Pursuant to Section 3.2(D) of the Town of Georgia Development Regulations, approval from the Development Review Board allowing a conditional use shall expire one year from date of issue if construction has not progressed to the point where the property can reasonably be used for its intended purpose as defined and/or all conditions of this decision as set forth above have not been met. An extension of one year will be granted by the Zoning Administrator if application for extension takes place before the approval has expired. At the end of two years, the permit will permanently expire unless the Development Review Board grants a further extension.

Members present and voting for approval:
Members present and voting against approval:
Members abstaining:
Members absent from voting:

Signature of Chair: _____ Date: 8/19/2025
Charles Cross, DRB Chair