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TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
AGENDA
Thursday, May 19, 2022
7:00 PM

Following passage of S-222 there is no physical public access required for this meeting

ZOOM Access Information:

Topic: Development Review Board

Time: May 19, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting https://us02web.zoom.us/j/89900487709 888 475 4499 US Toll-free 877 853 5257 US Toll-free
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- 1. Call to Order, Roll Call**
- 2. Approve Agenda**
- 3. Approve Minutes – March 17, 2022**
- 4. Public Comments**
- 5. Announcements and Correspondence**
 - a. Election of Officers
 - b. Introduction of Steven Bauer, Interim Zoning Administrator
- 6. Boundary Line Adjustments:**
 - a. #8BLA22: Merge Parcel 05-151.000 b at 766 New Boston RD into 05-150.000 at 788 New Boston RD, both lots on the east side of New Boston RD. All lands owned by James and Judith Brown and are developed.
 - b. #23BLA22: Transfer .04 Acres (1,723 sf) from 16-032.000, 75 Cliff ST, owned by Helene C.R. Miles and William C. Miles to 16-032.100, 81 Cliff Street, owned by Veronica Rassias. Both lots developed.
- 7. Other Business**
- 8. Adjournment**

Future Meeting: TBD

DRB Minutes available at: <http://norwich.vt.us/development-review-board/>

To receive copies of Town agendas and minutes, please send an email request to be added to the town email list to the Town Manager's Assistant at: manager-assistant@norwich.vt.us

TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
Thursday, March 17, 2022

This meeting was warned for on-line participation via Zoom using the link below:

Join Zoom Meeting
<https://us02web.zoom.us/j/89900487709>

Members Present: Arline Rotman (Chair), Richard Stucker, Don McCabe, Matt Stuart, Linda Gray, Patrick Bradley
Alternates Present: None
Staff: Rod Francis (Clerk)
Public: Juan Garceran, Emily Strizich, Jeff Goodrich

- 1) **Call to Order:** 7:02pm.
- 2) **Agenda:** Stuart moved and Stucker seconded a motion to approve the agenda. Motion carried 6 – 0. For: Rotman, Stucker, McCabe, Stuart, Gray, Bradley.
- 3) **Approve Minutes – February 17, 2022** Gray moved and Bradley seconded a motion to approve the minutes as amended of February 17, 2022. Motion carried 6 – 0. For: Rotman, Stucker, McCabe, Stuart, Gray, Bradley.
- 4) **Public Comments and Announcements:** none
- 5) **Public Hearings 7:15PM:**

#4BCU22: Immersion Montessori School LLC, Applicant, request for Conditional Use and Site Plan Review for a Public Facility (Vermont Agency of Education Recognized Independent School) with a maximum of 23 elementary students at 251 US Route 5 N in the Rural Residential District, Tiny Seeds Village LLC, Landowner. Tax Map Parcel #11-093.000.

McCabe moved and Stucker seconded a motion to accept exhibits into evidence for the hearing of #4BCU22. Motion carried 6 – 0. For: Rotman, Stucker, McCabe, Stuart, Gray, Bradley.

Applicant Garceran made a presentation to the Board based on application materials included in the packet. The presentation summarized responses to Section 5.03 Site Plan Review and Section 5.04 Conditional Use Review of the Norwich Zoning Regulations (NZR).

The applicant gave testimony that no new structures were proposed. Safety of vehicular circulation between the site and the street network will be met by the access on Route 5 and a secondary access on Goodrich Four Corners Road. The application identifies four parking spaces in total, three for staff and one for the shuttle van. The shuttle van is intended to pick up and drop-off students to minimize traffic to and from the site. The applicant stated that the proposed site plan was adequate for emergency vehicle access and handicap parking.

Rotman and other board members asked questions about the estimated total number of trips per day the shuttle bus would make, how non-planned visits by parents of students or others would be handled by the applicants and which driveway(s) would be used for such trips.

Rotman noted that the application referenced a property manager making key decisions effecting access to the property – who was the property manager? The applicant confirmed that he would fulfil that role.

Other questions included the seating capacity of the proposed shuttle bus (to verify the number of trips per day it would make) and whether it would be an official school bus. Garceran informed the board that no vehicle had been selected yet, and that he was not certain about the legal requirements in effect for selecting and using a vehicle as a school bus. Strizich for the applicant informed the board that the transportation of students to and from would be managed through use of a childcare management app which allows for communication between parents, caregivers and the school.

Rotman asked for clarification concerning the outdoor lighting as this detail was unclear on the submitted plans. The applicant responded that the no lighting plan was submitted but that he expected to upgrade existing fixtures with more powerful lights.

McCabe asked about the potential for ice and snow to pose a hazard at the driveway entrance, including snow mounds further obscuring visibility to the north. The applicant responded that the daily trips predicted by the proposed conditional use would be equivalent to, or less than, the number of trips generated by the currently permitted residential use.

Stucker moved and Bradley seconded a motion to close the hearing. Motion carried 6 – 0. For: Rotman, Stucker, McCabe, Stuart, Gray, Bradley.

6) Other Business: none

Meeting Adjourned: 8:30PM

Respectfully submitted,

Rod Francis

Future Meetings:

TBD

DRB Minutes available at:

<http://Norwich.vt.us/development-review-board-minutes/>

To receive copies of Town agendas and minutes, please send an email request to be added to the town email list to the Town Manager's Assistant at: managers-assistant@norwich.vt.us

TO: Development Review Board
 FROM: Rod Francis, Planning Director
 RE: #8BLA22
 DATE: 5-16-2022

Lots: James E. and Judith F. Brown – 05-150.000, 788 New Boston, Developed
James E. and Judith F. Brown – 05-151.000 b, 766 New Boston, Developed

The Boundary Line Adjustment proposes to:

1. Merge Parcel 05-151.000b at 766 New Boston RD into 05-150.000 at 788 New Boston RD, both lots on the east side of New Boston RD. All lands owned James and Judith Brown.

	05-150.000	05-151.000b	Total Acres
Existing	27.5 acres+/-	1 acre+/-	28.5 acres
Transfer	Add 1 acre+/-	Subtract 1 acre+/-	
Proposed	28.5 acres+/-	0+/-	28.5 acres

Criteria for Boundary Line Adjustment NSR §2.1 (D)

1. Boundary line adjustments shall be reviewed under the same criteria and process as a subdivision unless, after review of the boundary line adjustment plan, the Development Review Board determines that the proposed boundary line adjustment:

#	Criterion	x/✓
a.	is a minor realignment in that	
	1) area of the land to be transferred is less than the half of the area of the original parcel to be reduced in size, or	
	2) both parcels are already developed	✓
b.	does not change substantially the nature of any previously approved subdivision	✓
c.	does not result in the creation of any new lots	✓
d.	will not impair access to any parcel	✓
e.	will not impact adversely any valuable natural resource or result in fragmentation of agricultural or conservation lands	✓
f.	will not create a nonconforming lot or nonconforming structure, or increase the degree of nonconformity of a preexisting nonconforming lot or structure	✓

#8BLA22

TOWN OF NORWICH, VERMONT
APPLICATION FOR ZONING PERMIT

Owner(s): JAMES E + JUDITH F. BROWN
Mail Address: PO BOX 1025 Town NORWICH ST VT Zip 05055
Day Phone: 802-649-8905 Eve Phone: 802-649-8905 Email: JAMES.E.BROWN@NORWICH.EDU

Applicant (If Different): _____
Mail Address: _____ Town _____ ST _____ Zip _____
Day Phone: _____ Eve Phone: _____ Email: _____

Description of Proposed Development: SEE ATTACHED.

INCORPORATION OF PARCEL 05-151.000(B) INTO PARCEL 05-150.000
By SURRENDER OF 2 LOT LINES. Zoning District: RR VR I VR II VB C/I AQ PRAT
Street Address: 782 + 766 NEW BORDERS RD Tax Map Lot # 05-151 Lot Size: 27.5 + 1+

Building Setbacks- Road Right-of-way: _____ Right Boundary: _____ Left _____ Rear _____
Size of Building(s)/Additions: Structure A: Width _____ Length _____ Height _____
Structure B: Width _____ Length _____ Height _____ Area: Footprint of Structure A _____
Additional Footprint of Structure B (if any) _____ Total _____ # of Parking Spaces _____
Estimated Date of Completion: _____ Estimated Value \$ _____ # of Bedrooms _____

Please Attach: Site Plan with building locations, well & septic locations, roads, driveways, and streams. Drawing of footprint of new construction and outlines of additional floors. Elevation Drawing of multi-story buildings.

The undersigned hereby agrees that the proposed development shall be built in accordance with the foregoing statements, attached plans, and in accordance with the zoning and subdivision regulations of the Town of Norwich, and certifies that the above is true, correct, and complete. The owner consents to inspections of the real estate that is the subject of the application by the Zoning Administrator at reasonable times.

Signature of Landowner (or Authorized Agent) James E. Brown Date MARCH 18, 2022

Zoning Office Checklist:	Additional Permits Required:	<input type="checkbox"/> Variance
<input type="checkbox"/> Flood Hazard Area	<input type="checkbox"/> Subdivision	<input type="checkbox"/> PRD
<input type="checkbox"/> Wetlands	<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Driveway Access
<input type="checkbox"/> Septic Location	<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Wastewater
<input type="checkbox"/> Water Supply		
<input type="checkbox"/> Parking	Fees:	Action
<input type="checkbox"/> Shoreline	Base Fee \$ <u>100.00</u>	Received <u>3-21-22</u>
<input type="checkbox"/> Aquifer Protection	Sq. Ft. x \$ _____	Complete _____
<input type="checkbox"/> Permit Conditions	# of Lots \$ _____	Granted _____
<input type="checkbox"/> Agricultural Exemption	Recording \$ <u>15.00</u>	Refused _____
Comments: _____	Other \$ _____	Posted at Site _____
_____	Total \$ <u>115.00</u>	Appeal By _____
_____	Date Paid _____	Effective _____
_____	To Finance _____	Expires _____

Signature of Zoning Administrator [Signature] Date _____
Application/Permit # 8BLA22

Planner

From: James E. Brown <~~James.E.Brown@dartmouth.edu~~>
Sent: Friday, March 18, 2022 2:41 PM
To: Planner
Subject: Fw: Lot line adjustment. preliminary application, James E. and Judy F. Brown
Attachments: ZBA application.pdf; Survey of Brown.Pratt property.jpeg

From: Judy Brown <judybrown0013@gmail.com>
Sent: Friday, March 18, 2022 2:34 PM
To: James E. Brown <~~James.E.Brown@dartmouth.edu~~>
Subject: Re: Lot line adjustment. preliminary application, James E. and Judy F. Brown

On Fri, Mar 18, 2022 at 2:12 PM James E. Brown <James.E.Brown@dartmouth.edu>

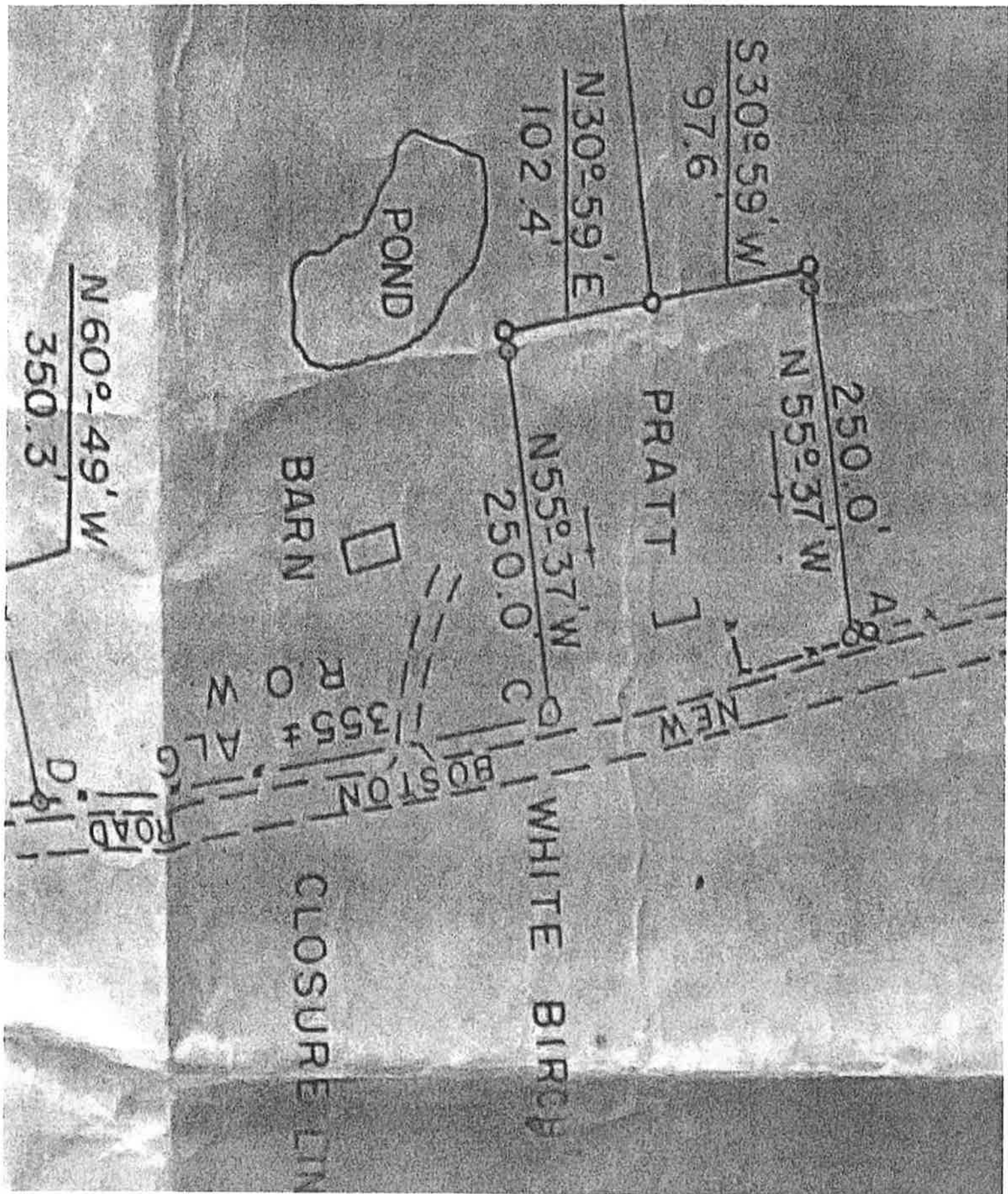
To the Planning Board,
We are applying at this time for a lot line adjustment.
(Application form attached with survey)

In doing so we would like to remove two lot lines between Parcel 05-151.000 b at 766 New Boston rd. (the former Pratt property on the east side of New Boston Rd) and 05-150.000 at 788 New Boston Rd. (The Brown Property).East side of New Boston Rd.

On the attached survey these are lines N55-37'W (250.0') and N30-59E(102.4'). By removal of these lines we wish to create one parcel, incorporating the entire 1 plus acre at 766 New Boston, formerly the Pratt property, with our existing 27.5 acres.

The Pratt property, with an additional 22 acres on the west side of New Boston, is also parcel 05-150.000, but I believe because of New Boston Rd separating them, they are distinguished by a and b in the town records. Please let us know what further actions are required going forward.

thank you
sincerely,
jim and judy brown





LEGEND

Parcels (standardized)

Roads

- Interstate
- US Highway; 1
- Slate Highway
- Town Highway (Class 1)
- Town Highway (Class 2,3)
- Town Highway (Class 4)
- Slate Forest Trail
- National Forest Trail
- Legal Trail
- Private Road/Driveway
- Proposed Roads

Stream/River

- Stream
- Intermittent Stream

☐ Town Boundary

179.0 0 90.00 179.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Vermont Agency of Natural Resources. May 16, 2022

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

1: 3,516

1in = 293 ft.
1cm = 35 meters

NOTES

Map created using ANR's Natural Resources Atlas

TO: Development Review Board
FROM: Rod Francis, Planning Director
RE: #23BLA22
DATE: 5-16-2022

**Lots: Helene C.R. Miles & William C. Miles – 16-032.000, 75 Cliff ST, Developed
Veronica Rassias – 16-032.100, 81 Cliff ST, Developed**

The Boundary Line Adjustment proposes to:

- a. Transfer .04 Acres (1,723 sf) from 16-032.000, 75 Cliff ST, owned by Helene C.R. Miles and William C. Miles to 16-032.100, 81 Cliff Street, owned by Veronica Rassias. Both lots developed.

	16-032.000	16-032.100	Total Acres
Existing	1.42 acres+/-	.55 acre+/-	1.97 acres +/-
Transfer	Subtract .04 acres+/-	Add .04 acres+/-	
Proposed	1.38 acres+/-	.59+/-	1.97 acres +/-

Criteria for Boundary Line Adjustment NSR §2.1 (D)

1. Boundary line adjustments shall be reviewed under the same criteria and process as a subdivision unless, after review of the boundary line adjustment plan, the Development Review Board determines that the proposed boundary line adjustment:

#	Criterion	x/✓
a.	is a minor realignment in that	
	1) area of the land to be transferred is less than the half of the area of the original parcel to be reduced in size, or	✓
	2) both parcels are already developed	✓
b.	does not change substantially the nature of any previously approved subdivision	✓
c.	does not result in the creation of any new lots	✓
d.	will not impair access to any parcel	✓
e.	will not impact adversely any valuable natural resource or result in fragmentation of agricultural or conservation lands	✓
f.	will not create a nonconforming lot or nonconforming structure, or increase the degree of nonconformity of a preexisting nonconforming lot or structure	✓

TOWN OF NORWICH, VERMONT
APPLICATION FOR ZONING PERMIT

Owner(s): Helene C Miles & William C Miles

Mail Address: 6 Willow Spring Lane **Town** Hanover **ST** NH **Zip** 03755-1534

Day Phone: _____ **Eve Phone:** _____ **Email:** wmiles@rassias.com

Applicant (If Different): _____

Mail Address: PO Box 5420 **Town** Hanover **ST** NH **Zip** 03755

Day Phone: 603-777-0044 **Eve Phone:** Sam **Email:** Wmiles@Rassias.com

Description of Proposed Development: Boundary Line Adjustment. Decreasing Lot #16-032.000 by 0.04acres and increasing Lot #16-032.100 by) 0.04acres. Both lots developed.

Zoning District: RR VR I VR II VB C/I AQ

Street Address: 75 Cliff Street 81 Cliff Street **Tax Map Lot #** 16 **-** 032.000 **Lot Size:** 1.38ac

Building Setbacks- Road Right-of-way: N/A **Right Boundary:** N/A **Left** 16-032.100 **N/A** **Rear** N/A

Size of Building(s)/Additions: Structure A: **Width** N/A **Length** N/A **Height** N/A

Structure B: **Width** N/A **Length** N/A **Height** N/A **Area:** Footprint of Structure A N/A

Additional Footprint of Structure B (if any) N/A **Total** N/A **# of Parking Spaces** N/A

Estimated Date of Completion: N/A **Estimated Value \$** N/A **# of Bedrooms** N/A

Please Attach: Site Plan with building locations, well & septic locations, roads, driveways, and streams. Drawing of footprint of new construction and outlines of additional floors. Elevation Drawing of multi-story buildings.

The undersigned hereby agrees that the proposed development shall be built in accordance with the foregoing statements, attached plans, and in accordance with the zoning and subdivision regulations of the Town of Norwich, and certifies that the above is true, correct, and complete. The owner consents to inspections of the real estate that is the subject of the application by the Zoning Administrator at reasonable times.

Signature of Landowner (or Authorized Agent) Wmiles

Date 5/16/2022

Zoning Office Checklist:

- ☐ Flood Hazard Area
- ☐ Wetlands
- ☐ Septic Location
- ☐ Water Supply
- ☐ Parking
- ☐ Shoreline
- ☐ Aquifer Protection
- ☐ Permit Conditions
- ☐ Agricultural Exemption

Additional Permits Required:

- ☐ Subdivision
- ☐ Conditional Use
- ☐ Site Plan Review

- ☐ Variance
- ☐ PRD
- ☐ Driveway Access
- ☐ Wastewater

Fees:

Base Fee \$ 100.00
 Sq. Ft. x _____ \$ _____
 # of Lots \$ _____
 Recording \$ 15.00
 Other \$ _____
 Total \$ 115.00
 Date Paid _____
 To Finance _____

Action Dates

Received 05/13/2022
 Complete _____
 Granted _____
 Refused _____
 Posted at Site _____
 Appeal By _____
 Effective _____
 Expires _____

Comments: BLA per 2.1 (D)

Signature of Zoning Administrator _____

Date 05/13/2022

THIS IS AN ORIGINAL INK ON MYLAR PLAT.

LEGEND:

- ROAD RIGHT OF WAY LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- STONE WALL
- WIRE FENCE
- IRON ROD FOUND (DIA., HT.)
- #3 REBAR SET W/LD. CAP
- IRON PIPE FOUND (DIA., HT.)
- UNMONUMENTED POINT
- UTILITY POLE
- UTILITY LINE
- ROADWAY CENTERLINE
- PROPERTY LINE
- EDGE OF WOODS
- EASEMENT EDGE

LAND OF
STEPHEN GAUGHAN & EMILY NEWICK
63 CLIFF STREET
16.033.000
BOOK 191 PAGE 478

LAND OF MILES
LOT NO. 1
61,873 SQ. FT.
1.42 ACRES
BEFORE
60,141 SQ. FT.
1.38 ACRES
AFTER

LAND OF
POLLYANNA B. JOHNSON
7 SPUR LANE
16.024.000
BOOK 92 PAGE 131

LAND OF RASSIAS
LOT NO. 2
24,094 SQ. FT.
0.55 ACRES
BEFORE
25,826 SQ. FT.
0.59 ACRES
AFTER

LAND OF
YAROSLAV & YILIYA HALCHENKO
111 CHURCH STREET
16.026.000
BOOK 223 PAGE 664

LAND OF
IVY WILKINSON - RYAN
101 CHURCH STREET
16.027.000
BOOK 219 PAGE 345

CLIFF STREET

LAND OF
RUTH E. SYLVESTER TRUST
EDITH L. FORBES REV. TRUST
56 CLIFF STREET
16.033.100
BOOK 218 PAGE 421

LAND OF
DAVID BARTLETT & JENNIFER MOYER
59 CARPENTER STREET
20.183.000
BOOK 229 PAGE 610

LAND OF
CONSTANCE CADOW
65 CARPENTER STREET
16.031.000
BOOK 115 PAGE 333

SURVEY REFERENCES

1. FINAL SUBDIVISION FOR
DAVID V. BARTLETT & JENNIFER L. MOYER
PREPARED BY PATHWAYS CONSULTING, LLC.
DATED APRIL 25, 2013
2. PLAT ENTITLED
SUBDIVISION OF LOUIS LEVIN
NORWICH, VT PREPARED BY
T & M SURVEYS, INC.
DATED OCTOBER 1981
3. DEVELOPMENT OF JOHN HAZEN
NORWICH, VT PREPARED BY
F. F. PARKER, DATED:
OCT. 1927 - MARCH 1928

ZONING DISTRICT: VILLAGE RESIDENTIAL 1



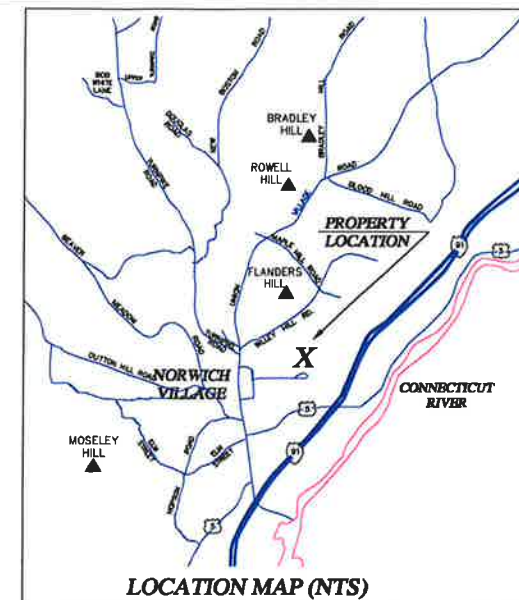
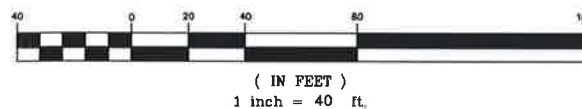
CERTIFICATION

I HEREBY CERTIFY THAT THE SURVEY SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF THE PARCEL BOUNDARIES DETERMINED AS NOTED HEREON AND IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS SURVEY WAS PERFORMED UNDER MY DIRECT SUPERVISION BY METHODS ALSO NOTED ELSEWHERE HEREON, WITH AN ERROR OF CLOSURE WITHIN ACCEPTED STANDARDS.

THOMAS C. OTTERMAN RLS. #580 VERMONT

The subdivision depicted on this plat was duly approved, as conditioned, by the Norwich Development Review Board in accordance with the Norwich Subdivision Regulations and all other applicable laws and regulations on the ____ day of _____ 20____. [Subdivision Permit# _____] Signed: _____ [Development Review Board Chair or Vice-Chair]

GRAPHIC SCALE



**BOUNDARY LINE ADJUSTMENT SURVEY
IN**

NORWICH, VERMONT

LOT 1 BELONGING TO

HELENE C. R. MILES & WILLIAM C. MILES

AT 75 CLIFF STREET

PARCEL 16-032.000 BK.234 PG. 841

AND LOT 2 BELONGING TO

VERONICA RASSIAS

AT 81 CLIFF STREET

PARCEL 16-032.100 BK. 234 PG. 241

DATED 9 MARCH 2022 SCALE: 1" = 40'

SURVEYED BY THOMAS C. OTTERMAN, RLS #580

44 EAST ORANGE ROAD, WEST TOPSHAM, VERMONT 05086 - 802-439-5838

REVISED: 9 MARCH 2022, TCO, BOUNDARY LINE ADJUSTMENT

19074-RM
SHEET 1 OF 1

SURVEYORS NOTES:

1. THIS SURVEY WAS CONDUCTED BY USE OF A SOKKIA SET 530R TOTAL STATION TOGETHER WITH A STEEL TAPE, WITH AN ERROR OF CLOSURE WITHIN ACCEPTED STANDARDS.
2. THIS SURVEY IS BASED ON DEEDS AND SURVEYS OF RECORD, PHYSICAL EVIDENCE LOCATED, AND INFORMATION SUPPLIED BY OWNERS AND ABUTTERS.
3. ENCROACHMENTS, IF ANY, ARE AS SHOWN HEREON.
4. SUBJECT TO EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, AND RESERVATIONS OF RECORD.
5. BEARINGS SHOWN HEREON ARE BASED ON MAGNETIC NORTH AS SHOWN ON THE PLAN NOTED AS SURVEY REFERENCE NO. 1.
6. CLIFF STREET WAS TAKEN TO BE 36 FEET IN WIDTH BASED ON THE PLAN NOTED AS REFERENCE #3 (DEVELOPMENT OF JOHN HAZEN).



DOCUMENT FOR RECORDING

State of Vermont
Department of Environmental Conservation
Drinking Water and Groundwater Protection Division
Springfield Regional Office
100 Mineral Street, Suite 303
Springfield, VT 05156-3168
www.septic.vt.gov

Agency of Natural Resources
[phone] 802-885-8855
[fax] 802-885-8890

April 18, 2022

Helene Rassias-Miles & William C. Miles
75 Cliff Street
Norwich VT 05055

Veronica Rassias
81 Cliff Street
Norwich VT 05055

RE: Minor Boundary Line Adjustment
§1-304(9)(A)(iv)
WW-3-3029R
Norwich VT

Dear Landowners,

Based upon the information submitted to the Wastewater Management Division, it appears that the above referenced project qualifies under Section §1-304(9) of the Environmental Protection Rules as a property line adjustment presenting negligible effect on the potable water supply and wastewater system and no permit will be required from this office.

If it is determined that this project has been incorrectly represented, the Division of Protection reserves the right to re-evaluate the need for a full review by this office. Please be advised that any future development on the lot or further subdivision of the property may require permits from this Division.

In order for this exemption to be valid, the form, diagram(s) and this letter must be recorded in the Land Records as required by Section §1-304(9).

Sincerely,

Terence Shearer
Regional Engineer

cc: WW-3-3029R



Boundary Line Adjustment Exemption Form

Exemption 1-304(9) - Wastewater System and Potable Water Supply Rules

Step 1: Please provide the following information:

Landowner 1 - Name(s): Helene Rassias-Miles & William C. Miles		Landowner 2 - Name(s): Veronica Rassias	
Landowner 1 - Mailing Address: 75 Cliff Street Norwich, VT 05055		Landowner 2 - Mailing Address: 81 Cliff Street Norwich, VT 05055	
Property 911 Address, if different than Mailing Address:		Property 911 Address, if different than Mailing Address:	
Landowner 1 - Email: wmiles@rassias.com		Landowner 2 - Email: veronicarassias@gmail.com	
Landowner 1 - Phone Number: 603-277-0044		Landowner 2 - Phone Number: 802-649-2246	
Landowner 1 - Current Acreage: 1.42 acres	Landowner 1 - New Acreage: 1.38 acres	Landowner 2 - Current Acreage: 0.55 acres	Landowner 2 - New Acreage: 0.59 acres
Town(s): Norwich		Previous State Permit #'s (if any): WW-3-3029R	Lot Number(s) (if any): Lots 1 & 2

**please note: 27 V.S.A § 341- requires a survey plat for a boundary line change*

Step 2: Please check the box or boxes that apply to the lot line adjustment and attach any requested supporting information.

Check the boxes that apply to this land conveyance:

- ☐ (i) a lot being reduced in size is being reduced by no more than two percent, please include calculations showing percent of lot size reduction. Example: 5.9 acres take away 0.1 acres = 0.1 divided by 5.9 = 0.017 = 1.7 % reduction.; or
- ☒ (ii) a lot is increased in size;
- ☐ (iii) the boundary line being adjusted is located, after adjustment, at least 500 feet from the footprint of the building or structure on an improved lot (Please include the footprint of all buildings -except storage buildings- on the diagram that shows the original and the new proposed property lines and show the distance from the building(s) to the new proposed property line.)
- ☒ (iv) the Secretary, on a case-by-case basis, makes a written determination that the proposed adjustment will not have an adverse effect on any existing potable water supply or wastewater system on the affected lots.

Step 3A: For adjustments that meet (i) – (iii) above, please complete this form and submit this form with a plan showing the existing and proposed boundaries to the Regional Office and to the town for recording and indexing in the Town land records. When this is complete, you are exempt, and no written confirmation is required.

Step 3B: For adjustments being submitted for review under (iv) above, please complete this form and submit the form and a plan showing the existing and proposed boundaries and the location of all buildings and existing water supplies and septic systems on the affected lot(s) to the appropriate Regional Office. The Secretary will provide a written determination whether condition iv applies. If the Secretary determines that condition (iv) applies, deliver the written determination and plan to the town for recording and indexing in the town land records. **If the Secretary determines Exemption §1-304(9)(A)(iv) does not apply, a Wastewater System and Potable Water Supply permit will be required prior to adjusting the boundary line(s).**

By signing this form, the landowner is certifying the boundary line adjustment meets the exemption in section §1-304(9) (A) of the Wastewater System and Potable Water Supply Rules, effective April 12, 2019.

Landowner 1 Signature(s)	Date
Landowner 2 Signature(s)	Date

Form Date: March 27, 2020