

TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
Thursday, October 15, 2020

Act 92 OML compliant meeting conducted via Town of Norwich Zoom account. These proceedings were recorded.

Members Present: Rotman (Chair), Teeter, Lawe, Stucker, McCabe
Alternates Present: Stuart
Staff: Francis (Clerk)
Public: Sam McWilliams, Adam Hubbard, Scott Miller, Lindsay McClure Miller, Norman Miller, Erik Randall, Jeff Goodrich, Cole Flannery, Linda Cook

- 1) **Call to Order:** Roll Call 7:02pm
- 2) **Agenda:**
McCabe moved and Stucker seconded a motion to approve the agenda. Motion carried 6 – 0.
- 3) **Minutes of 09-17-20**
Lawe moved and McCabe seconded a motion to approve the minutes of September 17, 2020. Motion carried 6 – 0.
- 4) **Public Comments and Announcements:** None
- 5) **Administrative Issues and Updates:**
 - a) Update on DRB training: Francis informed the Board of the upcoming Environmental Court webinar on decision drafting sponsored by VLCT scheduled for October 22, 2020. OML training will be provided by town legal counsel, most likely in November.
- 6) **Boundary Line Adjustment**
 - a) **#35BLA20:** Richard and Linda White, applicants and landowners. The boundary line adjustment proposes to transfer ±0.3 acre from 03-050-100b (undeveloped) to 03-050-100a (developed).

After discussion the Board were satisfied the above application could be considered a “minor realignment” in accordance with the criteria in Article 2.1(D) (1) of the Norwich Subdivision Regulations (page 4).

McCabe moved and Stucker seconded a motion to authorize the Zoning Administrator to approve the filing with the Town of a final plat recording the boundary line adjustment between 03-050-100b and 03-050-100a Motion. carried 6 – 0.
- 7) **Public Hearings (7:15pm)**
 - a) **#44DE20** Development Envelope Review for Lot #05-078.000 (10.2 acres) identified in Scenic Resource Inventory (Map C). Application by Samuel McWilliams. Application to be reviewed under the Norwich Zoning Regulations.

Stucker moved and McCabe seconded a motion to admit documents listed in ZA-1 into evidence. Motion carried 6 – 0.

Adam Hubbard for applicants presented materials in support of board review for a parcel identified as partially in an area depicted in Map C: Scenic Resource Area.

Board members asked questions related to Norwich Zoning Regulations (NZR) Section 3.3

Protection of Natural, Scenic and Cultural Resources (B) Establishment of Development Envelopes, including:

- the distance from the proposed development envelope and the delineated 300 ft area adjacent to Union Village Rd
- the density and type of tree cover
- how to conclude that the elevation difference between the road, the proposed development envelope and tree cover would ensure minimal impact on travelers on Union Village Rd

- b) **#42BSUB20:** Preliminary Plan Review of a Subdivision Application by Norman Miller, Applicant, Judith Von D. Miller, Landowner, to divide Lot 10-113.000 into 2 lots at 177 New Boston Rd. Proposed Parcel of ±3.01 acres, developed with a seasonal dwelling and an existing driveway. Remaining Parcel 10-113 of ±34.2 acres is developed with two dwellings. Application to be reviewed under the Norwich Subdivision Regulations.

Norman Miller, applicant, outlined the nature of the application explaining that the proposed subdivision meets all the requirements for the application to be reviewed under Final Plan.

The Zoning Administrator confirmed that all the elements were present to meet the requirements Norwich Subdivision Regulations (NSR) Section 2.1(C) to allow for the waiving of Preliminary Plan Review, including a prepared subdivision plat dated August 2020 by Pathways Consulting LLC showing existing development (permitted seasonal structure), additional property lines and existing development on the remaining parcel and an access permit for the driveway to the proposed parcel "A".

- c) **#43BSUB20:** Preliminary Plan Review of a Subdivision Application by Erik Randall, Applicant, Thomas Randall, Landowner, to divide Lot 05-014.100 into 2 lots at 1268 New Boston RD. Proposed parcel to be ±4.2 acres is undeveloped. Remaining lot 05-014.100 of ±8.3 acres is developed with a dwelling and barn. Application to be reviewed under the Norwich Subdivision Regulations.

Erik Randall outlined the nature of the application.

The Zoning Administrator confirmed that the applicant had requested a waiver from Preliminary Plan Review under NSR Section 2.1 (C) and seeking the application to be heard under Final Plan Review (see Exhibit A-3). The Zoning Administrator confirmed receipt of a prepared subdivision plat dated September 2020 by Pathways Consulting LLC showing a development envelope, additional property lines and existing development on the remaining parcel, an access permit has been issued.

- c) **#41BCU20:** Conditional Use for Development in the floodway for a proposed trail bridge across Bloody Brook, Town of Norwich, Applicant and Landowner, of Lot 20-148.000 at 111 Turnpike Rd (Huntley Meadows). Application to be reviewed under the Norwich Zoning Regulations.

The Zoning Administrator representing the applicant (Town of Norwich) requested a continuance to November 19, 2020 to allow time for an engineer to provide a background study to complete the application.

By consensus the board agreed to the requested continuance.

10) **Deliberative Session**

Members entered into deliberative session at 7:52pm

11) Adjournment:

A motion to adjourn was entertained at 8:45pm. Motion carried 6 – 0.

Respectfully submitted,
Rod Francis

Future Meeting:

Thursday, November, 2020 at 7:00PM

DRB Minutes available at:

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

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