

TOWN OF NORWICH  
DEVELOPMENT REVIEW BOARD  
DRAFT MINUTES  
Thursday, January 20, 2022

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**Members Present:** Arline Rotman (Chair), Richard Stucker, Don McCabe, Matt Stuart, Linda Gray, Patrick Bradley, Sue Pitiger

**Alternates Present:** None

**Staff:** Rod Francis (Clerk)

**Public:**

- 1) **Call to Order:** Roll Call 7:04pm.
- 2) **Agenda:** Pitiger moved and Stuart seconded a motion to approve the agenda. Motion carried 6 – 0. For: Rotman, Stucker, McCabe, Stuart, Gray, Pitiger.
- 3) **Minutes of December 16, 2021**  
Gray moved and Stuart seconded a motion to approve the minutes of October 7, 2021. Motion carried 7 – 0. For: Rotman, Stucker, McCabe, Stuart, Gray, Bradley, Pitiger.
- 4) **Public Comments and Announcements:** none
- 5) **Discuss the Administration Section of the Draft Land Use Regulations**

Francis introduced the two documents included in the packet. I) an administration section of the draft Land Use Regulations (LUR) under consideration by the Planning Commission and ii) the Notes document accompanying the draft administration section.

Francis explained the project, the impetus for the complete rewrite of the Norwich zoning and subdivision regulations could be found in the 2020 Town Plan. The town plan is the policy-setting document that has established the direction of the new land use regulations, reflecting the preferences of the community. The town plan identifies the need to enhance and protect the village of Norwich by ensuring the ongoing viability of the businesses, ensuring any development is sympathetic to the setting and that development outside the village should be concentrated on paved roads closer to the village. Francis explained that 97 percent of the town was zoned rural residential, the other four districts occupying only three percent of the land area.

Moving to the documents Francis explained that the model for the document was the *21<sup>st</sup> Century Land Development Code* published by the American Planning Association (APA). Written in a plain English style this document uses tables, diagrams, illustrations and hotlinks to ensure the document is easy for applicants to read and development review boards to review applications. The document uses a four-digit section numbering system that allows easy identification of relevant sections. This version of the document has been developed to reflect Vermont statutory provisions and case law.

The companion Notes document is a ‘crosswalk’ document that works to explain the text of various sections, particularly areas of the document that are set by statutory provision(s) or where the planning commission has latitude to make decisions about the application of the regulations.

Board members asked Francis questions and made many helpful suggestions which will improve the clarity and intent of the final text. Key observations included that the final document should include statutory references. This section will see further development reflecting the input of the DRB and the Planning Commission, as the commission moves ahead with other sections.

6) **Other Business:** none

**Meeting Adjourned:** 9:19PM

Respectfully submitted,

Rod Francis

**Future Meetings:**

February 17, 2022

**DRB Minutes available at:**

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

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