

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:

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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/>

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