

TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
AGENDA

Thursday, November 17, 2022
7:00 PM



ZOOM Access Information:

Topic: Development Review Board

Time: November 17, 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

Meeting ID: 899 0048 7709

1. **Call to Order, Roll Call**
2. **Approve Agenda**
3. **Approve Minutes** – September 15, 2022
4. **Public Comments**
5. **Announcements and Correspondence**
6. **Boundary Line Adjustment**
 - a. #56BLA22: Merge three undeveloped parcels into one lot at Union Village RD, Map Lot #11-126.100. All lands owned by Christopher E and Katherine J. Verges.
7. **Other Business**
 - a. General Discussion
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, September 15, 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: Richard Stucker, Don McCabe, Linda Gray, Patrick Bradley, Sue Pitiger, Matt Stuart
Alternates Present: None

Members Absent: Arline Rotman (Chair)
Staff: Rod Francis (Town Manager), Aaron DeNamur (Clerk), Zoning Administrator
Public: Nancy Osgood, Judy Wilson, Jamie Teague, Jeff Goodrich, Tom Candon, Omer Trajman, Brie Swenson, David Sargent, Scott Miller, Lindsay Miller, Russell Hirschler

- 1) **Call to Order:** Acting Chair Stucker called the meeting to order at 7:01pm.
- 2) **Approve Agenda:** Pitiger moved, and Bradley seconded a motion to approve the agenda. Motion carried 6 - 0. For: Stucker, McCabe, Gray, Bradley, Pitiger, Stuart.
- 3) **Approve Minutes – July 21, 2022: Bradley moved, and McCabe seconded to approve the July 21, 2022, Minutes. Motion carried 6 - 0.** For: Stucker, McCabe, Gray, Bradley, Pitiger, Stuart.
- 4) **Public Comments:** None.
- 5) **Announcements and Correspondence:** Francis introduced the new Planning and Zoning Coordinator, Aaron DeNamur. Nancy Osgood spoke to her letter included in the packet from the Historic Preservation Commission. The Board briefly discussed the issue, clarifying that a formal design review of development in the Historic District would involve policy changes made by the Planning Commission (currently rewriting the land use regulations). Otherwise the permit application information is publicly available for the Historic Preservation Commission to use for contacting property owners contemplating development in the historic district.
- 6) **Boundary Line Adjustments:** #48BLA22, transfer 2.3 Acres from 06-022.000, 467 Campbell Flat Road, owned by Anne Sargent Walker to 06-021.000, 397 Campbell Flat Road, owned by David R. and Ann Shriver Sargent. Both lots developed.
McCabe moved and Bradley seconded a motion that #48BLA22 meets the criteria in Section 2.1 (D) (1) and therefore the Zoning Administrator may file with the Town a final plat recording the boundary line adjustment between Lot 06-022.000 and Lot 06-021.000. Motion carried 6 - 0. For: Stucker, McCabe, Gray, Bradley, Pitiger, Stuart.
- 7) **Public Hearing at 7:33 PM:**
#41BCU22: Conditional Use Review for an application by the Dresden School District for 223 US Route 5 South, Tax Map 15-072.000, to replace existing underdrains with grading modifications to provide proper drainage and move existing fencing/dugouts to reduce size of field. Application to be reviewed under the Norwich Zoning Regulations.

Goodrich representing the applicant stated that drainage on the field doesn't work properly, the applicant also wants to make the field smaller. Surface water does not go into the underdrains which is why the applicant is proposing to replace the existing underdrains, change the grading of the field, move the bleachers and other structures closer in once the smaller field is marked out. Francis explained this is being reviewed before the board because the initial permit was a conditional use. Teague noted that shrinking the field would provide better access to safety equipment as well.

Bradley moved and Stuart seconded a motion to close the hearing at 7:50 PM. **Motion carried 6 - 0.** For: Stucker, McCabe, Gray, Bradley, Pitiger, Stuart.

- 8) Public Hearing at 7:51 PM: #42BUC22-** Conditional Use Review for an application by the Norwich School District, (Town of Norwich, Landowner), Tax Map 20-242.000 to improve approximately 1,400 feet of existing Milton Frye Nature Area trails to meet ABA standards. Application to be reviewed under the Norwich Zoning Regulations.

Teague representing the applicant explained that these changes are needed to make the trails accessible to all children and be in ABA compliance. Hirschler described the meaning of accessible trails. The project would be done in 2 phases and start this Fall. Hirschler gave detailed description of how the work would be accomplished, the construction process. Omer Trajman, an abutter, expressed support for the project.

Bradley moved and Gray seconded a motion to close the hearing at 8:08 PM. Motion carried 6 - 0. For: Stucker, McCabe, Gray, Bradley, Pitiger, Stuart.

- 9) Public Hearing at 8:09 PM: #43BCU22-** Conditional Use Review for an application by the Town of Norwich for 111 Turnpike RD (Huntley Meadow), Tax Map 20-148.000, for development in the floodway for a proposed trail bridge across Bloody Brook. Application to be reviewed under the Norwich Zoning Regulations.

Francis described the nature of the proposed project. Stream alteration permit would be required. Francis explained some history of the project, replacing a bridge built by the Boy Scouts of America. Goodrich expressed support for the project as an abutter and asked that the bridge be anchored in place. Lindsay Miller expressed there is local youth excitement regarding the proposal.

Stuart moved and Gray seconded a motion to close the hearing at 8:33 PM. Motion carried 6 - 0. For: Stucker, McCabe, Gray, Bradley, Pitiger, Stuart.

- 10) Other Business:** none

- 11) Deliberative Session 8:35 PM:** McCabe moved and Stuart seconded a motion to enter deliberative session.

- 12) Meeting Adjourned:** 8:55 PM

Respectfully submitted,

Aaron DeNamur

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: Aaron DeNamur, Planning and Zoning Coordinator
RE: #56BLA22 Verges
DATE: 11-10--2022

- Lots:** 11-126.100 Parcel 1 Christopher E and Katherine J. Verges, Union Village RD (undeveloped; 3.97+/- acres)
- 11-126.100 Parcel 2 Christopher E and Katherine J. Verges, Union Village RD (undeveloped; 2.25+/- acres)
- 11-126.100 Parcel 3 Christopher E and Katherine J. Verges, Union Village RD (undeveloped; 2.0+/- acres)

The Boundary Line Adjustment proposes to:

- Merge Parcels 1, 2 and 3 into Parcel 1 of 11-126.100 on Union Village Road, all three parcels owned by Christopher E and Katherine J. Verges. All properties are undeveloped

	11-126.100 Parcel 1	11-126.100 Parcel 2	11-126.100 Parcel 3	Total Acres
Existing	3.97+/-	2.25+/- acres	2.0+/-acres	8.22+/- acres
Add	+2.25+/-acres	-2.25+/-acres		
	+2.0+/-acres		-2.0+/-acres	
Proposed	8.22+/-acres	0+/-acres	0+/-acres	8.22+/- acres

Criteria for Boundary Line Adjustment NSR §2.1 (D)

- 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	n/a
	2) both parcels are already developed	n/a
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

#56BLA22

Owner(s): CHRISTOPHER E. + KATHERINE J. VERGES
 Mail Address: 246 PATRICK RD. Town NORWICH ST VT Zip 05055
 Day Phone: 408 500 2377 Eve Phone: _____ Email: chris.verges@gmail.com

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

Description of Proposed Development: SINGLE FAMILY HOME + DETACHED WORKSHOP, COMBINING 3 PLATS TO SINGLE LARGE PLAT

Zoning District: RR VR I VR II VB C/I AQ
 Street Address: UNION VILLAGE RD. Tax Map Lot # 11 226 Lot Size: 8.2 acres

Building Setbacks- Road Right-of-way: 240' Right Boundary: 280' Left 100' Rear 300'

Size of Building(s)/Additions: Structure A: Width 90' Length 75' Height 25'

Structure B: Width 30' Length 40' Height 25' Area: Footprint of Structure A 5,319 sq ft

Additional Footprint of Structure B (if any) 1,200 sq ft Total 6,519 sq ft # of Parking Spaces 5

Estimated Date of Completion: 7/24 Estimated Value \$ 900,000 # of Bedrooms 4

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.

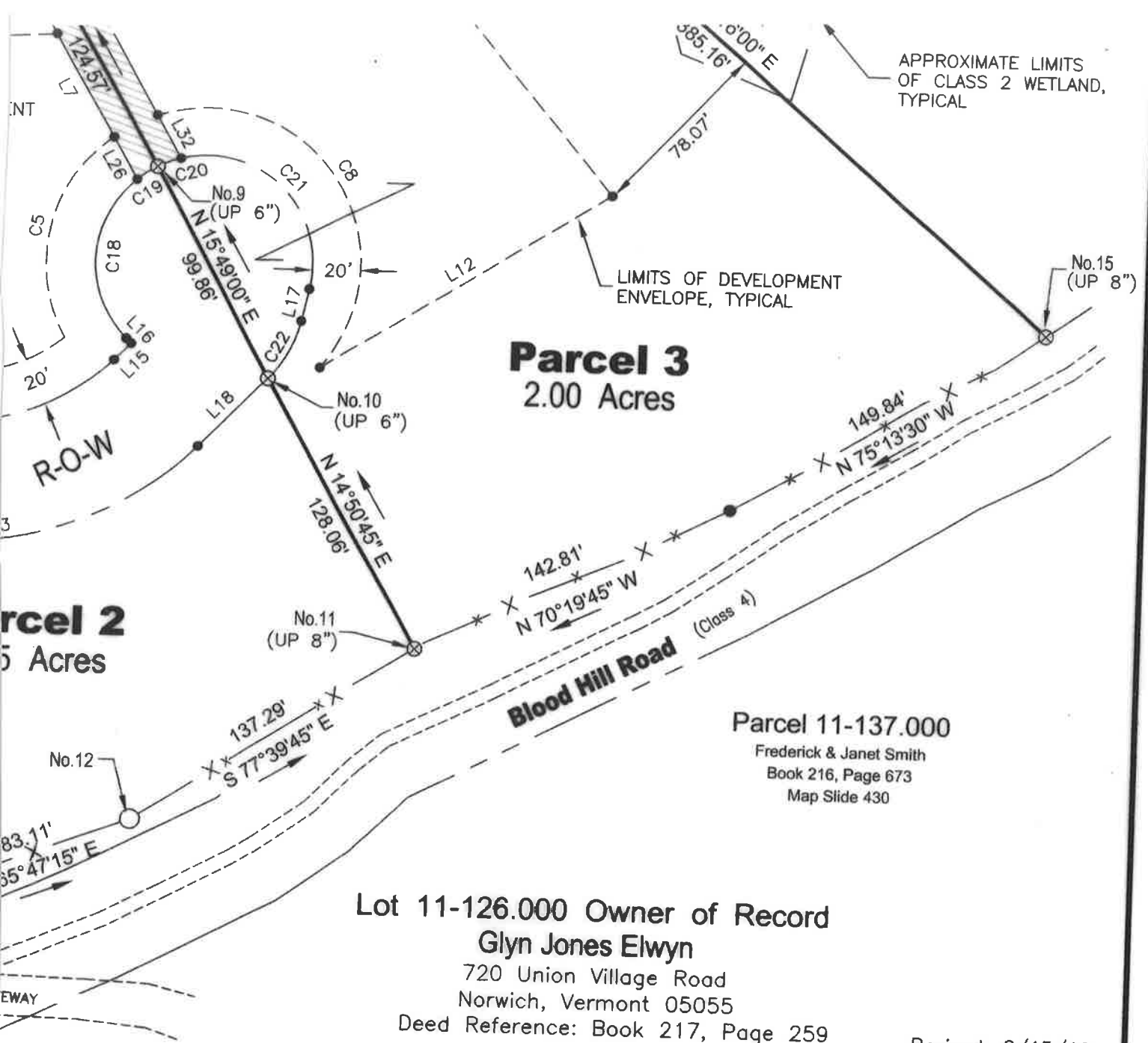
The undersigned hereby agrees that the proposed development shall be built in accordance with the foregoing statements, attached plans, and in accordance with the zoning and subdivision regulations of the Town of Norwich, and certifies that the above is true, correct, and complete. The owner consents 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) Christopher Verges Date 9/28/22

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	Dates
Base Fee \$ <u>100.00</u>	Received	<u>10-11-22</u>
Sq. Ft. x \$ _____	Complete	_____
# of Lots \$ _____	Granted	_____
Recording \$ <u>15.00</u>	Refused	_____
Other \$ _____	Posted at Site	_____
Total \$ <u>115.00</u>	Appeal By	_____
Date Paid <u>10-11-22</u>	Effective	_____
To Finance <u>10-11-22</u>	Expires	_____

Signature of Zoning Administrator _____ Date _____
 Application/Permit # 56BLA22



Parcel 3
2.00 Acres

Parcel 2
5 Acres

Parcel 11-137.000

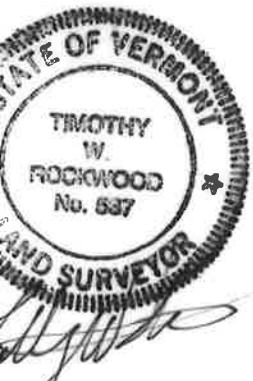
Frederick & Janet Smith
Book 216, Page 673
Map Slide 430

Lot 11-126.000 Owner of Record
Glyn Jones Elwyn
720 Union Village Road
Norwich, Vermont 05055
Deed Reference: Book 217, Page 259

Revised: 8/15/19
Revised: 8/01/19
Revised: 7/08/19
Revised: 2/26/19

Survey Sheet 1 of 2

APPROXIMATE END
OF CLASS 3 TOWN
HIGHWAY



TIMOTHY W. ROCKWOOD
LLS NO. 537

Subdivision Plat For

Map Slide #573-C

Glyn Jones Elwyn

Lot 11-126.000

720 Union Village Road, Norwich, Vermont



Scale: 1" = 60' • Dated: December, 3, 2018

Project No. 1552 • Millbrook Design, LLC Project No. 2017_1140

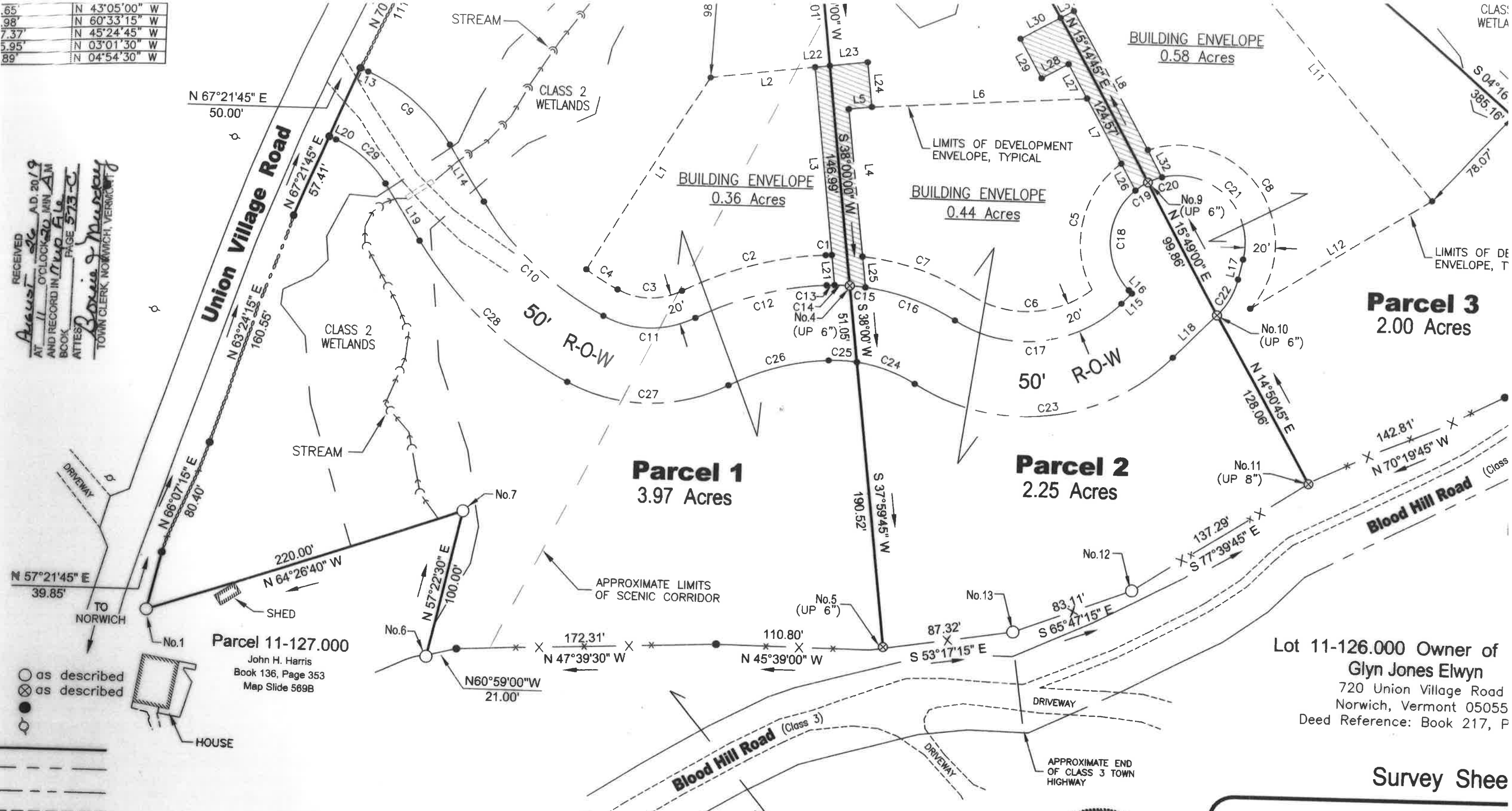
Rockwood Land Services, LLC

Post Office Box 347 • Hartland • Vermont • 05048

Phone: (802) 436-1039 • Email: rocklks@vermontel.net

.65'	N 43°05'00" W
.98'	N 60°33'15" W
7.37'	N 45°24'45" W
5.95'	N 03°01'30" W
.89'	N 04°54'30" W

RECEIVED
 August 26 A.D. 2019
 AT 11 O'CLOCK 20 MIN AM
 AND RECORD IN Map File
 BOOK PAGE 573-C
 ATTEST: *Boris J. Murray*
 TOWN CLERK, NORWICH, VERMONT



- as described
- ⊗ as described
- as described

Wetland Note
 AUDRA L. KLUMB NH CWS NO. 222 OF A & D KLUMB ENVIRONMENTAL, LLC (ADKE) DELINEATED THE WETLAND BOUNDARIES IN 2017 FOLLOWING THE "US ARMY CORPS OF ENGINEERS REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTH-CENTRAL AND NORTHEAST REGION (VERSION 2.0) (2012)".
 THE VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION, WATER QUALITY DIVISION, WETLANDS SECTION APPROVED AN AFTER THE FACT WETLAND REPORT

I HEREBY CERTIFY THAT TO THE BEST OF MY BELIEF AND KNOWLEDGE A VERMONT RURAL CLASS SURVEY WAS COMPLETED ON A PORTION OF LOT 11-126.000, THE SUBJECT PARCEL, IN ACCORDANCE WITH THE REQUIREMENTS OF 27 VSA 1403(B)-(8) AND, EXCEPT AS NOTED, IS CONSISTENT WITH THE DEEDS, PLANS AND NOTES



Lot 11-126.000 Owner of
Glyn Jones Elwyn
 720 Union Village Road
 Norwich, Vermont 05055
 Deed Reference: Book 217, P

Survey Sheet

Subdivision Pl
Glyn Jones
 Lot 11-126.
 720 Union Village Road, Norw

Scale: 1" = 60' • Dated
 Project No. 1552 • Millbrook Design

Notes

- (1) APPROXIMATE PARCEL LINES TAKEN FROM PLANS RECORD AND TAX MAPS.
- (2) THIS PLAN SET IS INTENDED FOR PERMITTING PURPOSES ONLY. PARCEL LINES, EASEMENTS AND OTHER LINES REPRESENTATIVE OF POSSIBLE OWNERSHIP SHOWN ON THIS PLAN ARE FOR PERMITTING PURPOSES ONLY. THEY DO NOT DEFINE LEGAL RIGHTS OR MEET THE LEGAL REQUIREMENTS OR STANDARDS FOR A BOUNDARY SURVEY PLAN AND SHALL NOT BE USED AS THE BASIS OF ANY LAND TRANSFER, EASEMENT OR ESTABLISHMENT OF PROPERTY RIGHTS AND OR REQUIRED SETBACKS THEREFROM.
- (3) AUDRA L. KLUMB NH CWS #222 OF A & D KLUMB ENVIRONMENTAL, LLC (ADKE) DELINEATED THE WETLAND BOUNDARIES IN 2017 FOLLOWING THE "US ARMY CORPS OF ENGINEERS REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL- NORTHCENTRAL AND NORTHEAST REGION (VERSION 2.0) (2012)".
- (4) TOWN OF NORWICH NATURAL RESOURCES AND OVERLAY DISTRICTS TAKEN FROM THE NORWICH TOWN MAPS.
- (5) FIVE FOOT CONTOUR ELEVATIONS WITHIN PROJECT LIMITS REFERENCED TO APPROXIMATE NAVD 88 DATUM DERIVED FROM GPS OBSERVATIONS.
- (6) FIVE FOOT CONTOUR ELEVATIONS OUTSIDE OF PROJECT LIMITS REFERENCED TO APPROXIMATE NAVD 88 DATUM DERIVED FROM LIDAR DATA FROM THE VERMONT LIDAR PROGRAM.
- (7) NORTH ORIENTATION REFERENCED TO VT STATE PLANE GRID NORTH DERIVED FROM GPS OBSERVATIONS.
- (8) NEW WORK IDENTIFIED BY: NEW WORK

PARCEL 11-048.000
DANIEL & DEBRA COOK
581 UNION VILLAGE RD.
NORWICH, VT 05055

24' wide x 20' deep apron

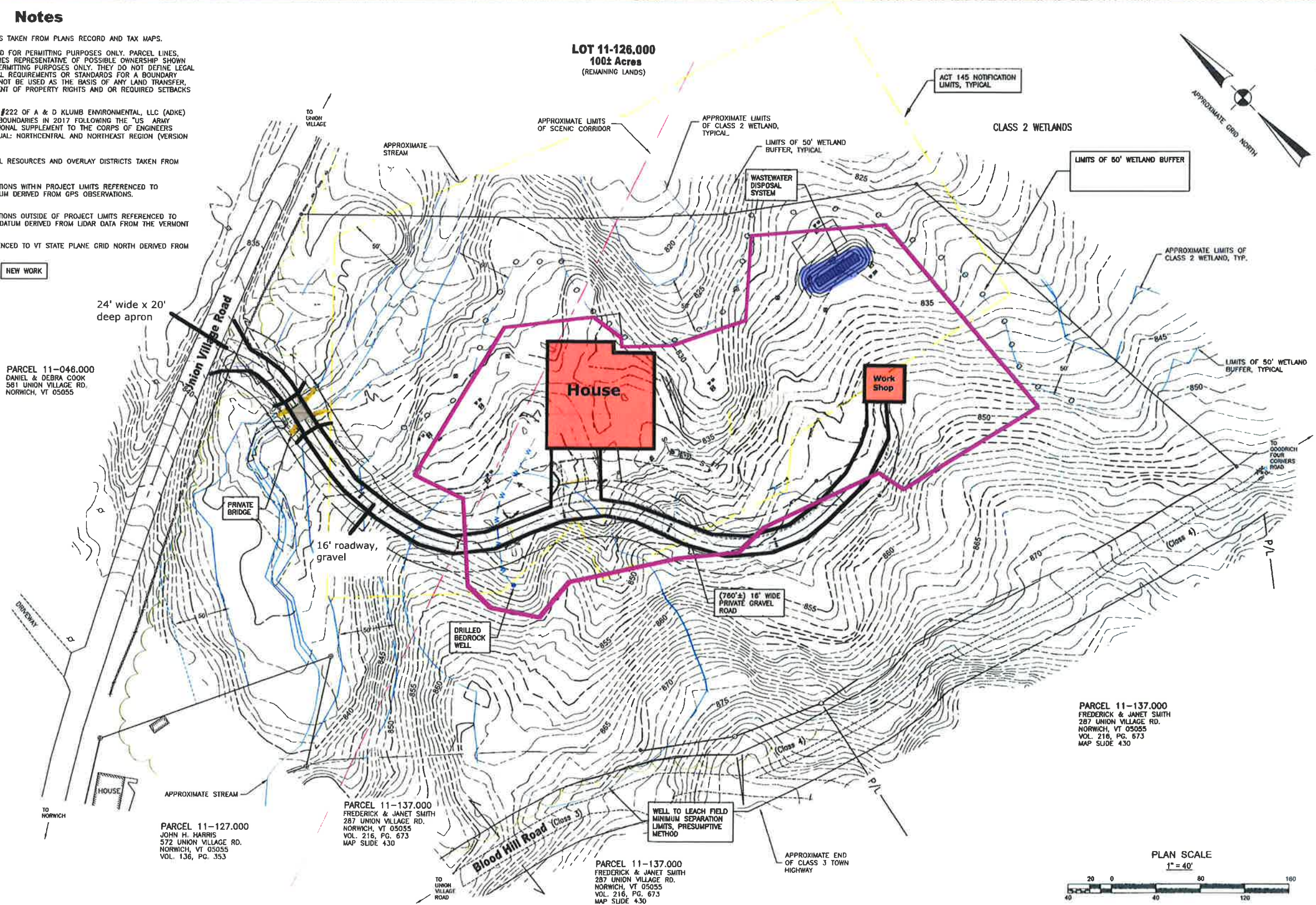
PARCEL 11-127.000
JOHN H. HARRIS
572 UNION VILLAGE RD.
NORWICH, VT 05055
VOL. 136, PG. 353

PARCEL 11-137.000
FREDERICK & JANET SMITH
287 UNION VILLAGE RD.
NORWICH, VT 05055
VOL. 216, PG. 673
MAP SLIDE 430

LOT 11-128.000
100± Acres
(REMAINING LANDS)

PARCEL 11-137.000
FREDERICK & JANET SMITH
287 UNION VILLAGE RD.
NORWICH, VT 05055
VOL. 216, PG. 673
MAP SLIDE 430

PARCEL 11-137.000
FREDERICK & JANET SMITH
287 UNION VILLAGE RD.
NORWICH, VT 05055
VOL. 216, PG. 673
MAP SLIDE 430



REV.	DESCRIPTION	BY:	DATE:
1	LOT BOUNDS/AREAS	C.D.H.	11/27/18
2	LOT NUMBERS	C.D.H.	2/26/19
3	LOT 3 AREA	C.D.H.	8/01/19

Permit Plan

Overall Site Plan

Union Village Road·Norwich Vermont

PLAN SCALE
1" = 40'

C6

SHEET NUMBER