

TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
AGENDA
Thursday, October 7, 2021
7:00 PM

*Site Visit Prior to Meeting for #49BCU21, 22 Church ST (Marion Cross School Parking Lot), 4 00PM

Physical Meeting Location: Tracy Hall Multi-purpose Room

ZOOM Access Information:
Topic: Development Review Board
Time: October 7, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/87163560901>
888 475 4499 US Toll-free
877 853 5257 US Toll-free

- 1. Call to Order, Roll Call
- 2. Approve Agenda
- 3. Approve Minutes – August 19, 2021
- 4. Public Comments, Announcements and Correspondence
- 5. Public Hearings 7:15PM:

#49BCU21: Conditional Use Review to hear an application by the Norwich School District for 22 Church Street, Tax Map 20-238.000, for a proposed Trail, 63 feet x 4 feet with a drainage structure. Application to be reviewed under the Norwich Zoning Regulations.

- 6. Other Business
- 7. Adjournment

Future Meeting: TBD

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

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TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
Thursday, August 19, 2021

This meeting was warned for the Multi-purpose room Tracy Hall and on-line 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
Alternates Present: None
Staff: Rod Francis (Clerk)
Public: Patrick Bradley, Timothy Rockwood, Dennis Kaufman, Jean Baer, Louise Nunan Taylor, Andrew Stewart, Shyla Stewart, Debbie Van Arman, Ben Bailey, Mary Mitchell

- 1) **Call to Order:** Roll Call 7:04pm.
- 2) **Agenda:** McCabe moved and Stucker seconded a motion to approve the agenda. Motion carried 5 - 0.
- 3) **Minutes of May 20, 2021**
McCabe moved and Stucker seconded a motion to approve the minutes of May 20, 2021, Motion carried 4 - 0 - 1. For: Rotman, Stucker, McCabe, Stuart. Against: none Abstain - Gray
- 4) **Public Comments and Announcements:** none
- 6) **Boundary Line Adjustments:**
#24BLA21: The Boundary Line Adjustment proposes to transfer ±0.52 acres from Tax Map Parcel #06-023.100 to Tax Map Parcel #06-023.000 at 539 Campbell Flats RD Dennis M Kaufman life estate and Roberta S Kaufman life estate, both lots are developed.

Francis spoke to his memorandum.

McCabe moved and Stucker seconded a motion that #24BLA21 meets the criteria in Section 2.1(D)(1) and therefore the Zoning Administrator may approve the filing with the Town of a final plat Motion carried 5 - 0. For: Rotman, Stucker, McCabe, Stuart, Gray.
- 7) **Public Hearings 7:26PM:**
#34DE21: Development Envelope Review for tax map parcel 10-189-000, ±33.0 Acres on Olcott RD in the rural residential district. Lot is undeveloped. Application to be reviewed under the Norwich Zoning Regulations.

Chair Rotman opened the hearing and administered the oath to those who indicated that they intended to provide testimony in the hearing.

Stucker moved and McCabe seconded a motion to admit into evidence the exhibits from the applicants and an exhibit from the Zoning Administrator. Motion carried 5 - 0. For: Rotman, McCabe, Stuart, Stucker, Gray.

Mr. and Ms. Stewart outlined their application; explaining that the proposed envelope was a trapezoid shaped envelope near the eastern boundary of the parcel. The area of the proposed development

envelope is ±1.2 acres, less than four percent of the total parcel area, the proposed single-story buildings would not be visible from Pierce Lane or Union Village Road. While the proposed development envelope is partially in a habitat block as identified in the exhibits impact is minimized by locating it on the eastern edge of the parcel, closest to existing development and Union Village RD, an arterial road.

Board members discussed aspects of the proposal including the total area of the proposed development envelope, the relative significance of steep slopes and medium priority habitat blocks.

Ms. Baer of Pierce Lane asked about the scope of the proposed development. Ms. Van Arman explained that Olcott Road was in fact the old Union Village Road and alerted the Stewarts to the presence of an old cellar hole on their property and a working farm to their south.

At 7:52pm McCabe moved and Stucker seconded a motion to close the hearing. Motion carried 5 - 0. For: Rotman, McCabe, Stuart, Stucker, Gray.

#35BSUB21 Preliminary Plan Review of a Subdivision Application by Louise Nunan Applicant and Landowner, to divide Tax Map Parcel #04-042.000i into 2 lots of ±2 acres and ±1,273.31 acres at 652 Upper Turnpike RD. Application to be reviewed under the Norwich Subdivision Regulations.

In the absence of surveyor Timothy Rockwood Francis introduced the subdivision. The application calls for a creating a ±2.0 acres parcel in the rural residential district (2 acres is the minimum parcel size in this district). The proposed parcel is developed with a dwelling, garage and accessor structure.

At 8:05pm Stucker moved and McCabe seconded a motion to close the hearing. Motion carried 5 - 0. For: Rotman, McCabe, Stuart, Stucker, Gray.

8) Other Business: Zoning 101

Francis introduced the scope and purpose of land use regulations and features of the Norwich zoning regulations. Norwich uses a 'density factor calculator' to determine vested development rights for subdivided parcels in the rural residential district. While Norwich has five zoning districts, the rural residential district accounts for 97 percent of the total land area of the town. Access to municipal infrastructure, terrain, and geology interact with market forces, state regulation (including Act 250 and 'current use') to produce the historic pattern of development.

Meeting Adjourned: 9:05PM

Respectfully submitted,

Rod Francis

Future Meetings:

TBD

DRB Minutes available at:

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

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TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD

SITE VISIT
Thursday October 7
4:00PM

#49BCU21 - Conditional Use Review to hear an application by the Norwich School District for 22 Church Street, Tax Map 20-238.000, for a proposed Trail, 63 feet x 4 feet with a drainage structure. Application to be reviewed under the Norwich Zoning Regulations.

Board members, staff and public will convene at the rear of the Marion Cross School (MCS). Using the driveway with an entrance on Main St (on property boundary with St. Barnabas Church) take the driveway all the way past the school building to a large parking area adjacent to the town nature area.

From the Norwich Development Review Board (DRB) Rules of Procedure:

7.03 Site Visits

- (a) The Board, collectively or through a subcommittee, may conduct a site visit to a property that is the subject of a hearing. Interested parties and members of the public shall receive notice of all site visits as required by state law and Norwich regulations; and are entitled to attend such visits.
- (b) Site visits are an opportunity for the Board to become familiar with the physical characteristics of the site. Site visits are not hearings. Interested parties may point out relevant conditions and features of the site. The Clerk shall maintain a log of conditions and features so noted. Comments, questions, and the submission of documents by any person should be reserved for the public hearing.
- (c) In the event an applicant refuses any party or member of the public access to a duly noticed site visit, the Board shall terminate the site visit and may, at its discretion, (i) prohibit the applicant from introducing evidence regarding specific conditions and features on the site, or (ii) dismiss the application as incomplete.

TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD

DOCUMENTS AND INTERESTED PARTIES

Application Number: #49BCU21

Lot: #20-238.000
22 Church ST

Site Visit: October 7, 2021

Public Hearing Date: October 7, 2021

Applicant/Landowner: Norwich School District
22 Church ST
Norwich, VT 05055

Interested Parties:

NATURE OF APPLICATION – #49BCU21 – Conditional Use Review to hear an application by the Norwich School District for 22 Church Street, Tax Map 20-238.000, for a proposed Trail, 63 feet x 4 feet with a drainage structure. Application to be reviewed under the Norwich Zoning Regulations.

The record in this case includes the following documents:

Submitted by Applicant

- A-1 Application #49BCU21 (9-16-21)
- A-2 Proposal
- A-3 Drawing of Slope Grades and Ariel View
- A-4 Design Plan of Marion Cross School with Proposed Trail

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list (9-23-21)
- ZA-2 Edited Drawing of Slope Grades and Ariel View (Zoning Administrator)

TOWN OF NORWICH, VERMONT
APPLICATION FOR ZONING PERMIT

#49BCU21
 Exhibit A-1

Owner(s): Norwich School District
 Mail Address: PO Box 376 Town Norwich ST VT Zip 05055
 Day Phone: (802) 649-7060 Eve Phone: _____ Email: _____
 Applicant (If Different): _____

Mail Address: _____ Town _____ ST _____ Zip _____
 Day Phone: _____ Eve Phone: _____ Email: shawngonyaw@marioncross.

Description of Proposed Development: Trail, aba compliant, 63 feet x 3 feet with 3 layers (crushed gravel, geotextile cloth, hardpack) with culvert at drainage ditch @ 20 ft mark
 Zoning District: RR (VR I) VR II VB C/I AQ

Street Address: 22 Church St Norwich VT Tax Map Lot # 20 - 238 Lot Size: 7 acres
 Building Setbacks- Road Right-of-way: 900' Right Boundary: 8' Left 283' Rear 8'

Size of Building(s)/Additions: Structure A: Width 48 in Length 63 ft Height _____
 Structure B: Width _____ Length _____ Height _____ Area: Footprint of Structure A 252
 Additional Footprint of Structure B (if any) _____ Total 252 # 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) Anthony Dugh Date 9/14/2021

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>25.00</u>	Received <u>9-16-21</u>
<input type="checkbox"/> Aquifer Protection	Sq. Ft. x .10 \$ <u>25.00</u>	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 <u>9-23-21 App</u>
_____	Total \$ <u>65.00</u>	Appeal By _____
_____	Date Paid <u>9-23-21</u>	Effective _____
_____	To Finance <u>9-23-21</u>	Expires _____

Signature of Zoning Administrator _____ Date _____
 Application/Permit # 49BCU21

8/11
 Public Hearing 10-7-21

#49 BC 21
Exhibit A-2

Proposal:

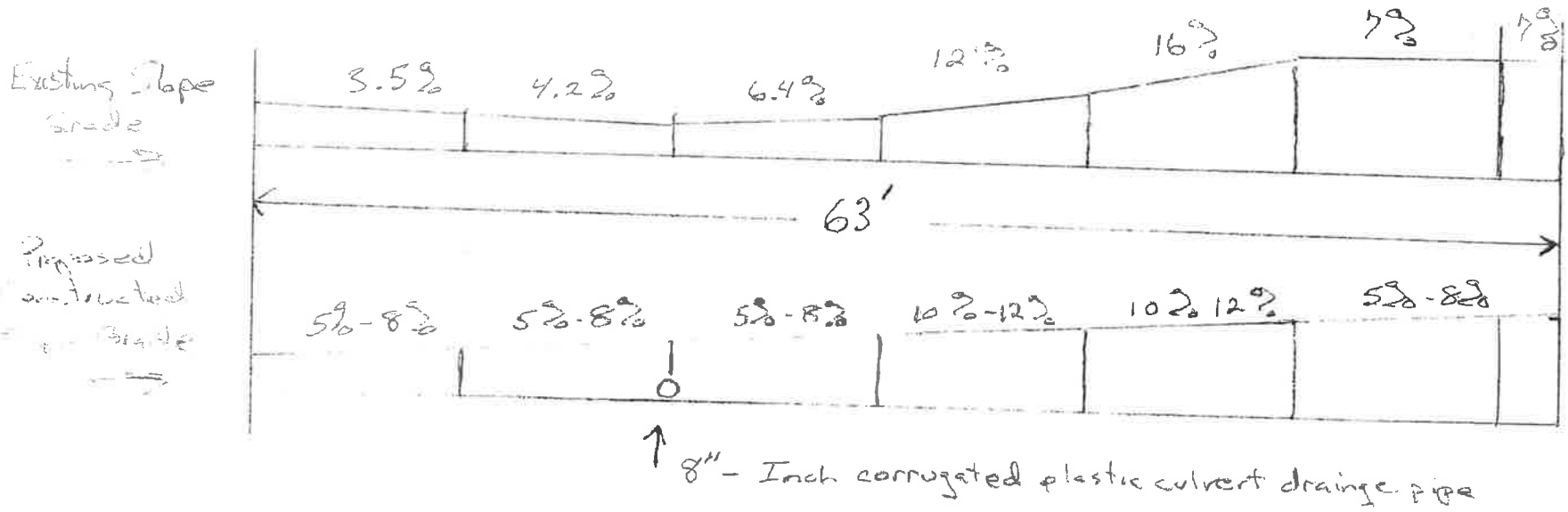
Aba compliant trail measuring 63ft x 48in composed of three layers of material; crushed gravel, geotextile cloth and hardpack. Trail includes an 8-inch corrugated plastic culvert for drainage at the 20-foot mark. Trail will be edged with 6x6 lumber installed with rebar. The purpose of this trail is to give access from the Marion Cross School property to the Milt Frye Nature Area to individuals with mobility challenges. The materials and labor for this project are being donated.

Materials:

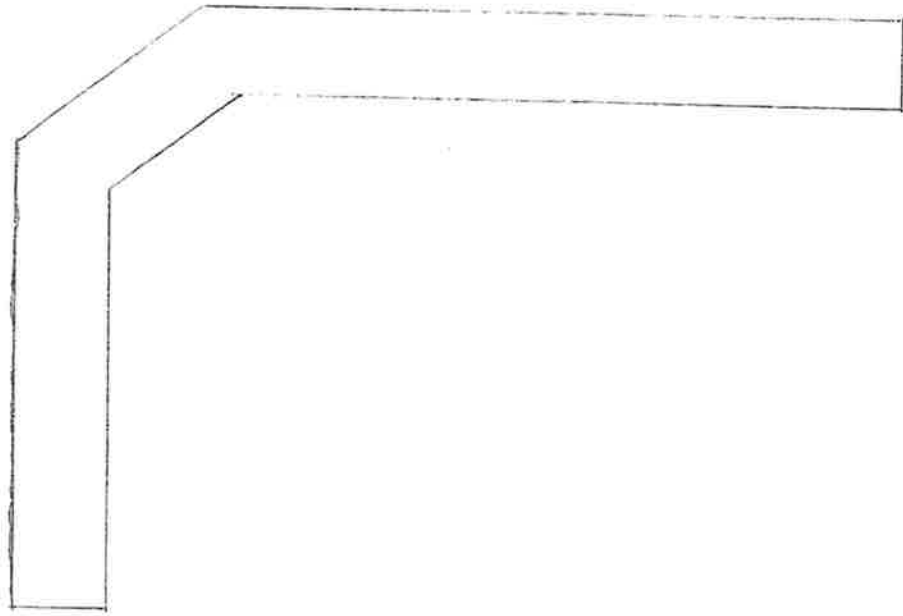
- ¾-inch Crushed Gravel**
- geotextile cloth**
- hardpack**
- 8-inch corrugated plastic culvert**
- 6x6 lumber**
- rebar**

Total amount of fill: 12 cubic yards

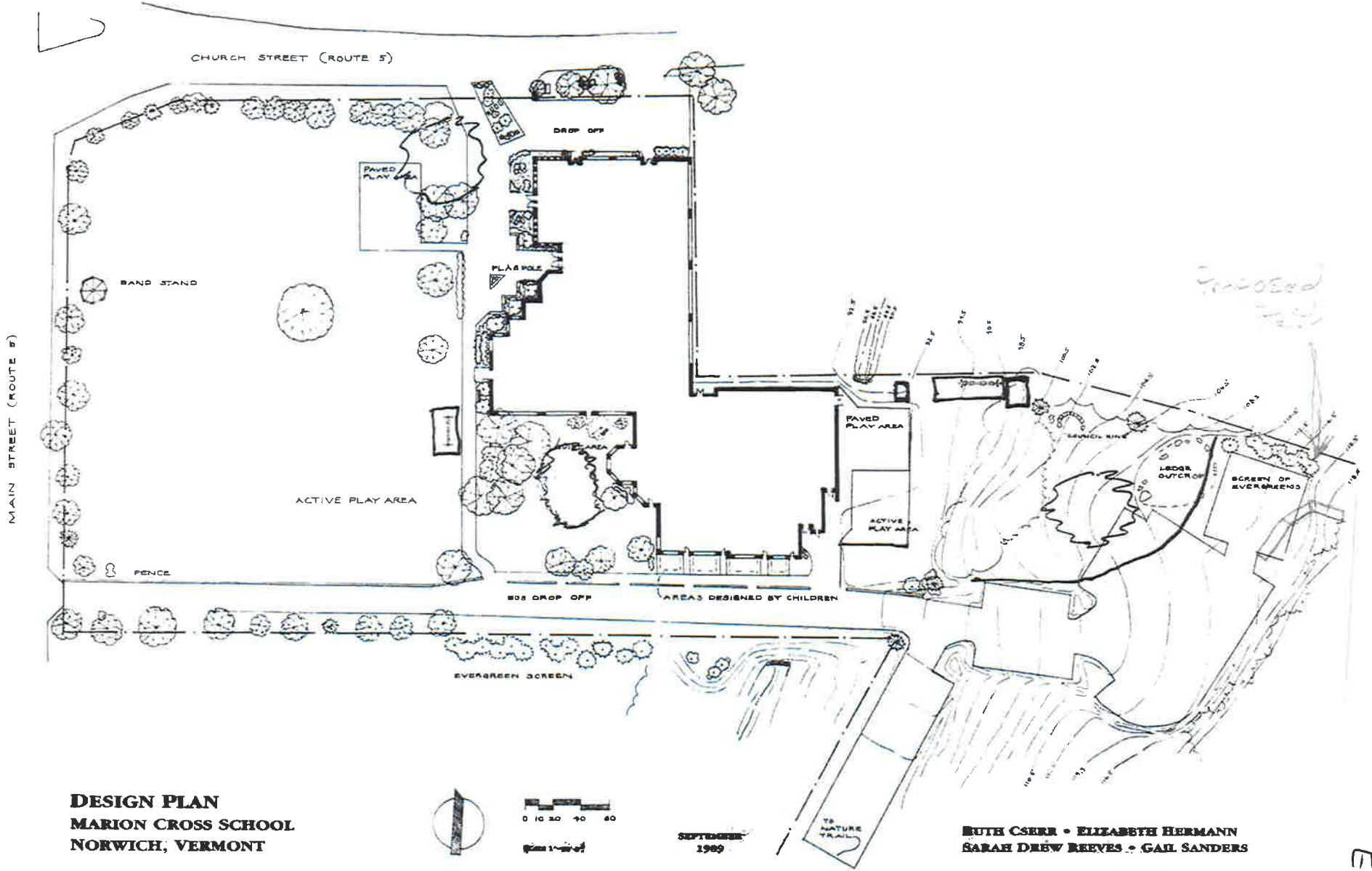
Thank you for your consideration.



erial View



#4983021
Exhibit A-3



**DESIGN PLAN
MARION CROSS SCHOOL
NORWICH, VERMONT**

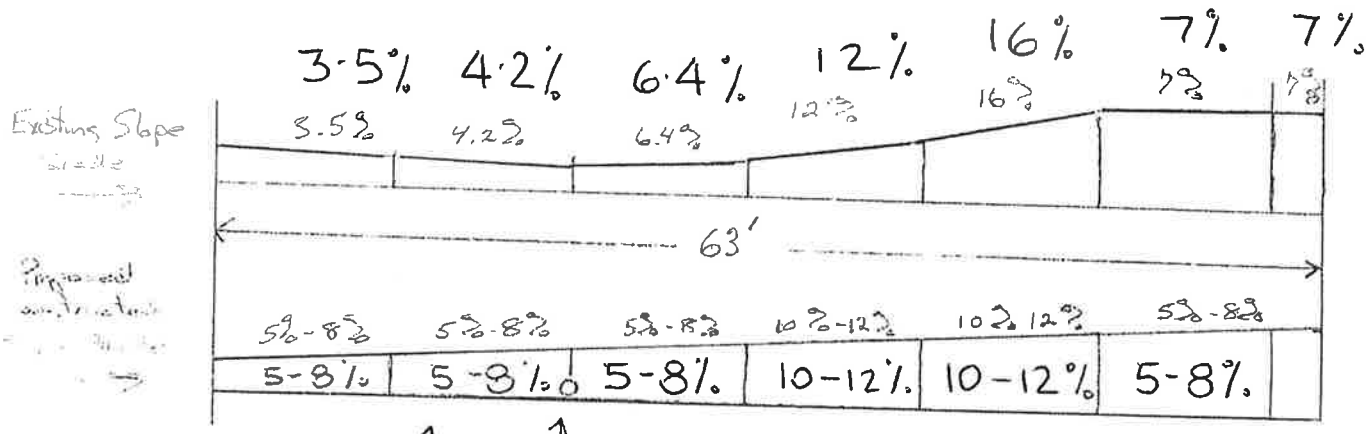
SEPTEMBER
1989

**RUTH CSERR • ELIZABETH HERMANN
SARAH DREW BEEVES • GAIL SANDERS**

JONATHAN BRUSH
DIRECTOR OF PLANT SALVAGE
41 LESBAND STREET
HANOVER, NH 03755

#498021
Exhibit A-4

EXISTING ↘



PROPOSED ↗

↑ 8" - Inch corrugated plastic culvert drainage pipe

Aerial View →

