

**NORWICH DEVELOPMENT REVIEW BOARD  
DRAFT MINUTES**

**May 18, 2006**  
Tracy Hall Meeting Room

**Members present:** John Lawe, Stanley Teeter, Nancy Dean, Chris Katucki, Ernie Ciccotelli, Lucy Gibson

**Members not present:** Shep Butler

**Alternates present:** Christopher Ashley

**Alternates not present:** Eric Friets                      **Clerk:** Phil Dechert

- 1. The meeting was called to order by John Lawe, Chair at 7:05 PM
- 2. **Minutes -** 5/4/06 - Approved with changes. The Clerk was asked to send a revised version to the members.

**3. Administrative Issues**

- § Future Schedule & Agendas
- § June 1 - White
- § June 15 - Bruce Genereaux - UVEC (Dechert and Lawe out of town)
- § “Norwich Planning Report” prepared by TROPC was distributed and will be discussed at next meeting.
- § The ZA was asked to remind the Whites to be prepared to discuss:
- § Driveway to Lot 4 - road grade and slopes
- § Norwich Fire Department Review
- § Received job description for Planning Office Assistant (the position to be filled after July 1).

**4. Public Hearings -**

**#14SPR06** - Site Plan Review Application by the Norwich Congregational Church UCC for renovation and addition to meeting space at 15 Church Street, Lot 20-263.

(Continued from 5/4/06)

Members Participating: Lawe, Teeter, Dean, Katucki, Ciccotelli, Gibson  
Recused - Ashley

Applicant: Douglas Moore - Pastor, Hunter Ulf and Chris Blood - UK Architects

Interested Parties: None

Additional Documents submitted:

- Revised Site Layout based on revised survey - 5/17/06
- Elevations of building - 5/16/06

The following was discussed:

- § Improved access to building
- § Landscaping - Shade trees - Need 25, have 21 plus 4 new trees on east side off terrace
- § Shrubs - Need 38, have 32 plus 6 new
- § Any additional parking will need to be approved by DRB
- § The location and screening for the trash container.

The hearing was closed by unanimous consent.

### **5. Subdivision Regulations**

The Board discussed procedures, interpretation, and needed changes related to the Norwich Subdivision Regulations as outlined in three memos from Lawe with some comments by Katucki.

It was agreed to:

- § Add language proposed by Katucki explaining the scope of a Preliminary Plan Review Determination
- § Revise the findings, conclusions, and conditions in the Preliminary Plan Review Determination document for the Final Plan Review Notice of Decision.
- § Only show easement areas for septic or water supply, not specific proposed sites on Final Plans.

The Planning Commission needs to amend the subdivision regulations to include a method to determine the allowed density or number of new lots in a subdivision of a parcel created by a subdivision. Does the original density calculation carry forward to future subdivisions and how is it allocated between lots?

The Zoning Administrator distributed a revised Density Calculation Form showing how calculations are made for allowable density and the maximum number of lots.

The meeting was adjourned at 10:00 PM  
Phil Dechert

*APPROVED 6/1/06*