

NORWICH DEVELOPMENT REVIEW BOARD

MINUTES

May 5, 2011

Tracy Hall Meeting Room

Members present: John Lawe, Stanley Teeter, George Loveland, Nancy Dean, Ernie Ciccotelli, Folger Tuggle, and Arline Rotman

Members not present:

Alternates present: Bill Lyons

Alternates not present: Mindy Penny, Don McCabe

Clerk: Phil Dechert **Others:** Stephen Gaughan, Liz Blum, Nelson Kasfir, Nancy Gardner

1. The meeting was called to order by the Chair, John Lawe, at 7:11PM.

2. Election of Officers –

The Clerk asked for nominations for Chair and Vice-Chair. John Lawe was nominated for Chair and Nancy Dean was nominated for Vice-Chair. There being no additional nominations, the nominations were closed. Lawe and Dean were elected by a unanimous vote.

2. Minutes – April 21, 2011 – Approved with minor changes.

The sentence: “Clerk was requested to record substantive changes made by Board to approved minutes in the minutes of the meeting where the changes were made.” was changed to: “Clerk was requested to record substantive changes made to draft minutes in the minutes of the subsequent meeting where the changes were approved.”

3. Administrative Issues:

- Future Schedule & Agendas
 - May 19 – No hearings scheduled
 - June 2 – Bartlett continued from this meeting
- Review of Rules of Procedure – Postponed to future meeting

4. Public Hearings

#6BSUB11 – Continuation from April 7, 2011 Public Hearing for the Preliminary Plan Review of a Minor Subdivision Application by David Bartlett and Jennifer L. Moyer, Applicants and Landowners, to divide Lot 20-183.000 into 2 lots of 2.0 acres and 3.06 acres at 59 Carpenter Street.

Members Participating: Lawe, Dean, Teeter, Loveland, Ciccotelli, Tuggle, Rotman

Applicants/Landowners: Applicants were not present

Interested Persons: Stephen Gaughan, Liz Blum, Nelson Kasfir, Nancy Gardner

John Lawe, Chair opened the hearing at 7:33 PM.

Lyons will sit as an alternate and will not participate in deliberations unless needed.

The Chair reported that the applicant had submitted a request by email on April 26, 2011 to continue this hearing to June 2 in order for the consultants to meet with state and federal wetlands officials and make any modifications to the plan as needed. The Chair

requested that no testimony be taken until June 2 since the applicant was not here. The Clerk reported that the Interested Persons had been notified by email that the hearing would be continued and no testimony would be taken. Posted agendas also included this information.

Rotman moved to continue the hearing to June 2, 2011 at 7:30 PM. The motion was seconded by Ciccotelli and was approved by a vote of 7-0.

Written comments and questions regarding the application should be submitted to the Clerk in the Planning Office by 9 AM, Tuesday, May 31.

#9BSUB11 – Preliminary Plan Review of a Minor Subdivision Application by Cameron and Leslie Brown, Applicants and Landowners, to divide Lot 10-031.100 into 2 lots of 2.0 acres and 12.8 acres at 946 Beaver Meadow Road.

Members Participating: Lawe, Dean, Teeter, Loveland, Ciccotelli, Tuggle, Rotman

Applicants/Landowners: No one appeared for the applicant

Interested Persons: None

John Lawe, Chair, opened the hearing at 8:00 PM.

Lyons will sit as an alternate and will not participate in deliberations unless needed.

The record in this case includes the following documents:

Submitted by Applicants

A-1 Application #9BSUB11, submitted by Applicant, dated 4/11/11.

Submitted by Zoning Administrator

ZA-1 Documents and Interested Parties list, dated 5/6/11.

ZA-2 Density Calculation Sheet, submitted by ZA, dated 1/10/11.

ZA-3 Checklist for Development Envelopes, submitted by ZA, dated 4/15/11.

ZA-4 Ortho Base (2009) Photo of Site Plan, submitted by ZA, dated 4/11.

Submitted by Interested Parties

IP-1 Memorandum from Geoffrey Vitt, Esq. on behalf of abutter, Andrew Sigler in opposition to Subdivision, dated 5/5/11.

Site Visit Report – Dechert reported there was a site visit at 4:30 PM prior to the hearing attended by members Teeter, Loveland, and Lawe; the DRB Clerk, Dechert; and Cam Brown, applicant. Participants walked up the existing driveway, onto the new lot and looked at the Development Envelopment area, There was a wet area at the lower part of the lot nearer the road, but not near the Development Envelope.

Dechert reported that a letter was delivered to the Town Clerk's office during the site visit from Jeffrey J. Vitt, an attorney representing Andrew Sigler, an abutter to the Brown property. The letter indicated that Mr. Sigler opposes the granting of the subdivision permit and he would write further on the grounds for his opposition.

Cam Brown was neither able attend the hearing nor arrange for someone to represent him. The Clerk reviewed the application with the Board and although there were no major concerns or questions, members agreed the hearing should be continued to a future hearing date when the applicant can attend.

It was noted that the letter from the abutter opposing the granting of an approval was not a factor in the decision to continue the hearing and that any objections to approving an application should clearly state the basis of the objection.

Tuggle moved to continue the hearing to June 16 at 7:30 PM. The motion was seconded by Ciccotelli and was approved 7-0.

The Board entered into a deliberative session.

The meeting was adjourned at 8:55 PM.

Phil Dechert

APPROVED 6/2/11